

BOARD OF TRUSTEES MEETING

**April 25, 2025 – 11:30 a.m.
Room C200 / NSCC Campus**

ORDER OF BUSINESS

A. CALL TO ORDER (Katrina D)

B. ROLL CALL (Megan B)

Sandra Barber
John Bridenbaugh
Katrina DeGroff (Chair)
Jeffrey Erb
Lisa McClure
Joel Miller (Second Vice Chair)
Scott Mull
John Poulson
Mickey Schwarzbek (Vice Chair)

C. PLEDGE OF ALLEGIANCE

D. MISSION, VISION & VALUES (Volunteer)

E. PRESENTATION – Nursing & Allied Health Division

F. AUDIENCE PARTICIPATION

G. CHIEF EXECUTIVE OFFICER REPORT (Todd H)

- Vice President – Enrollment Management & Student Affairs (Cassie Rickenberg)
- Vice President – Academics (Lana Snider)
- Vice President – Chief Fiscal & Administrative Officer (Jenny Thome)
- Vice President – Workforce Development (Jim Drewes)
- Vice President – Human Resources & Leadership Development (Katy McKelvey)
- Chief of Staff / Executive Vice President (Albert Lewis Jr)
- President (Todd Hernandez)

H. BOARD DISCUSSION ITEMS (Katrina D & Todd H)

- Facilities Projects Update (Jenny T)
- Strategic Plan (Todd H)
- Summer Retreat (Todd H)
- President's Evaluation (Todd H)

Mission Statement: To serve by providing access to excellent and affordable education, training, and services that will improve the lives of individuals and strengthen communities.

Vision: Northwest State Community College will be a leader in education that empowers individuals and communities.

Values: People, Integrity and Learning

- Policy and Procedure Updates (Todd H)
 - Admissions to the College (amended policy and procedure) – action item
 - Financial Aid (amended procedures) – information only
- Legislative Updates (Todd H)
 - State/Federal Policy Updates

I. CHIEF FISCAL OFFICER REPORT (Jenny T)

- Financial Report as of February 28, 2025

J. CONSENT AGENDA (Megan B)

1. Consent Agenda Items (roll call vote)
 - a. Minutes of the February 21, 2025 Meeting
 - b. Resignations
 - c. Promotion to Training & Equipment (Manufacturing) Manager
 - d. Promotion to Cook
 - e. Miscellaneous Employment Contracts
 - f. Admissions to the College policy (amended)

K. PROPOSED RESOLUTIONS (Megan B)

1. None

L. UPCOMING BOARD ACTIVITIES (Todd H)

1. Distinguished Alumni Luncheon (NSCC) – May 10
2. Spring Commencement (Founders Hall) – May 10
3. Foundation Green Carpet Event (NSCC) – May 15
4. Financial Disclosures Due – May 15

M. OTHER BUSINESS (Todd H)

1. Foundation Board Meetings
 - a. July 24, 2025
 - b. October 23, 2025
2. Trustee Professional Development
 - a. ACCT Leadership Congress 2025 (New Orleans, LA) – October 22-25, 2025
 - b. ACCT National Legislative Summit (Washington DC) – February 9-12, 2026

N. ADJOURNMENT (Katrina D)

Mission Statement: To serve by providing access to excellent and affordable education, training, and services that will improve the lives of individuals and strengthen communities.

Vision: Northwest State Community College will be a leader in education that empowers individuals and communities.

Values: People, Integrity and Learning

The Board of Trustees of Northwest State Community College (NSCC) met in regular session on Friday, February 21, 2025 at 11:30 a.m.

Sandy Barber, Chair of the Board, stated that “the record should show that notice of this meeting has been given in accordance with the Ohio Revised Code, Section 121.22(F).”

MEMBERS PRESENT

25-1

Members present: Sandy Barber, John Bridenbaugh, Katrina DeGross, Jeff Erb, Lisa McClure, Joel Miller, Scott Mull, John Poulson, Mickey Schwarzbek

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance: I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

NSCC MISSION STATEMENT

Vice President Cassie Rickenberg read the College’s mission statement: To serve by providing access to excellent and affordable education, training, and services that will improve the lives of individuals and strengthen communities. This statement guides the board, administration, faculty and staff in all decisions of the College.

VISION AND VALUES

Ms. Rickenberg read the College’s vision and values statements:

Vision – Northwest State Community College will be a leader in education that empowers individuals and communities.

Values:

People – We believe in the power of teamwork, bringing people of diverse backgrounds and communities together to excel.

Integrity – We believe that honesty, respect, and accountability are the basis of building trust.

Learning – We believe that the acquisition and application of knowledge is the key to success, and to that end, we provide access to greater opportunities through education, training, and services.

PRESENTATION – ARTS & SCIENCES DIVISION

The division of Arts & Sciences, led by Dean Jamilah Jones, provided a snapshot of what they do to make a high impact on NSCC learners. In addition to teaching approximately 150 different courses that support all programs, members of the Arts & Sciences division also provide crucial support in the areas of assessment, governance, transfer pathways and student engagement. Comprised of 10 full-time faculty, 33 part-time faculty and 13 dual enrollment faculty, the division of A&S is committed to maintaining high quality programs, doubling down on retention-based strategies that further enrollment goals and continuing to engage with learners in meaningful advising and transfer engagements.

TOUR OF B BUILDING

Members of the Board of Trustees were provided a tour of the B building to see the progress of the renovations, which began in December 2024. Floors are being leveled out on the first floor and preparations are being made to install the overhead door for the Agriculture lab. Sections of walls are being framed in on the second floor for the executive and human resources offices. Estimated completion date is December 2025.

CHIEF EXECUTIVE OFFICE REPORT

Each of the Vice Presidents provided a report from their respective areas. Cassie Rickenberg, Vice President for Enrollment Management & Student Affairs, provided an update on spring enrollment and celebrating College Credit Plus (CCP). NSCC exceeded 1,000 CCP learners for the first time ever and was 18.3 FTE above spring 2024. Retention from fall 2024 to spring 2025 was 84.2%. Lana Snider, Vice President for Academics, discussed several initiatives in academics, including accreditation preparation and visits for HLC and ACBSP. Jim Drewes, Vice President for Workforce Development, shared that Custom Training Solutions (CTS) is celebrating 25 years. In addition to CTS, the Ohio Lean Consortium, Advanced Manufacturing Consortium (AMC), and the Cryptic Cyborgs Robot Team are all celebrating 10 years as part of NSCC. Brittany Chamberlain, Executive Director – Human Resources, shared that employee engagement continues to be a focus for HR, with various events planned year-round to engage employees across campus. Albert Lewis Jr., Executive Vice President, shared that the College was awarded a safety grant, which will be used for technology needs for both campuses, campus police and maintenance safety equipment. He also shared that work is continuing on the new website, which is set to go live this spring. President Hernandez attended the ACCT National Legislative Summit in Washington, D.C. and shared key takeaways from the summit.

BOARD DISCUSSION ITEMS

Facilities Project Update – The solar project is in the final phase with the last step for completion scheduled the week of February 24. The Van Wert campus renovation is on schedule with phase one completion in May 2025. The B Building demolition and

renovation is ongoing with a December 2025 target completion date.

Board Budget Committee – The committee met on February 6 to review the adjusted budget proposal. They also reviewed the current reserves and composite financial index, which are both estimates while pending auditor review. The adjusted budget is a resolution for the Board’s consideration.

Police Department / ORI – CFO Thome and Chief Campbell worked with the Ohio Attorney General on a resolution to expand the authority of the NSCC Police Department and is on the agenda for the Board’s consideration.

Board Self-Evaluation – Board policy requires the board members to perform a self-evaluation annually in the third quarter of each fiscal year. Board members have completed the evaluation and will discuss during executive session.

Lab/Course Fees – Course and lab fees have been reviewed and recommended changes have been made for new and existing courses. These changes are part of the consent agenda for the Board’s consideration.

Policy & Procedure Updates:

Workplace Violence – Proposed new policy for the Board’s consideration.

Equal Opportunity / Anti-Harassment – Changes were implemented and then overturned by the new administration. Our current policy will stay in place.

Admission to the College – Proposed changes to the current Admission policy to provide clarity, modernize processes, enhance efficiency and improve the student experience. These policy changes will be brought to the Board at the April meeting.

Financial Aid Satisfactory Progress – Discussed proposed changes to procedures to eliminate a financial aid workshop, automatic denials and improve communications, all in an effort to remove barriers.

Legislative Updates:

Direct Admissions – This refers to a process where students receive offers of admission proactively, often without having to go through the traditional, lengthy application process. This aims to simplify and streamline college access. Still in the early stages of development.

Senate Bill 1 (SB1) – This bill covers a variety of areas, including but not limited to, prohibition of DEI/gender in operations, faculty evaluations, collective bargaining and prohibiting faculty strikes, faculty workload policy re: credit hour equivalents, low-enrolled programs and board of trustees training. It is currently working its way through the House and Senate.

CHIEF FISCAL OFFICER REPORT

25-2

Mr. Erb moved and Ms. McClure seconded the following motion:

Ms. Jennifer Thome, Chief Fiscal & Administrative Officer, presented the cumulative financial report to inform the Board of Trustees of the College’s financial condition as of December 31, 2024.

ROLL CALL: Aye; Barber, Bridenbaugh, DeGross, Erb, McClure, Miller, Mull, Poulson, Schwarzbek. Nay; None. Thereupon the Chair declared the motion approved.

CONSENT AGENDA APPROVED

Mr. Mull moved and Mr. Miller seconded approval of the following consent items:

MINUTES OF THE DECEMBER 13, 2024 BOARD MEETING

25-3

RETIREMENTS

25-4

WHEREAS, Thomas Kelly, Training Manager – Manufacturing, has submitted his retirement; and

WHEREAS, Gloria Arps, Faculty – Nursing, has submitted her adjusted retirement date; and

WHEREAS, the President recommends

NOW, THEREFORE BE IT RESOLVED, that the retirement of Thomas Kelly, effective February 3, 2025; and Gloria Arps, effective August 15, 2025 be accepted.

**EMPLOY FULL-TIME ADMINISTRATIVE ASSISTANT –
COMMUNITY & WORKFORCE DEVELOPMENT**

25-5

WHEREAS, the position of full-time Administrative Assistant – Community & Workforce Development was left vacant due to the resignation of Anita Weisenbach; and

WHEREAS, a search was conducted to fill the position; and

WHEREAS, the Vice President - Workforce and the President recommend

NOW, THEREFORE BE IT RESOLVED, that Ms. Vena Valdez-Chowdhury be employed as full-time Administrative Assistant – Community & Workforce Development effective January 6, 2025 at an annual salary of \$41,600.00. This is in accordance with the Support Personnel Bargaining Agreement.

EMPLOY FULL-TIME FACULTY – NURSING

25-6

WHEREAS, the position of full-time Faculty – Nursing was left vacant due to the retirement of Mindy Stayner; and

WHEREAS, a search was conducted to fill the position; and

WHEREAS, the Vice President – Academics and the President recommend

NOW, THEREFORE BE IT RESOLVED, that Ms. Katherine Murphy be employed as full-time Faculty – Nursing effective January 13, 2025 at an annual salary of \$56,224.79. This is in accordance with the Professional Personnel Bargaining

Agreement.

EMPLOY FULL-TIME FACULTY – BUSINESS (ACCOUNTING)

25-7

WHEREAS, the position of full-time Faculty – Business (Accounting) was left vacant due to the resignation of Barry Von Deylen; and

WHEREAS, a search was conducted to fill the position; and

WHEREAS, the Vice President - Academics and the President recommend

NOW, THEREFORE BE IT RESOLVED, that Mr. Jesse Schumacher be employed as full-time Faculty – Business (Accounting) effective January 13, 2025 at an annual salary of \$61,862.79. This is in accordance with the Professional Personnel Bargaining Agreement.

EMPLOY ADMINISTRATIVE ASSISTANT – NURSING & ALLIED HEALTH

25-8

WHEREAS, the position of full-time Administrative Assistant – Nursing & Allied Health was left vacant due to the resignation of Kristi Von Deylen; and

WHEREAS, a search was conducted to fill the position; and

WHEREAS, the Vice President – Academics and the President recommend

NOW, THEREFORE BE IT RESOLVED, that Ms. Breanna Sancrant be employed as full-time Administrative Assistant – Nursing & Allied Health effective January 13, 2025 at an annual salary of \$41,600.00. This is in accordance with the Support Personnel Bargaining Agreement.

MISCELLANEOUS EMPLOYMENT CONTRACTS

25-9

WHEREAS, it has been determined that the following person(s) should be employed to accommodate various needs; and

WHEREAS, Vice President of Academics and the President recommends

NOW, THEREFORE BE IT RESOLVED, that the following individual(s) be approved to receive employment contracts for miscellaneous services:

FT Faculty –Overload:

Lisa Becher
Chris Clawson
Lisa Dapelo
Colin Doolittle

Erik Jones
Julie Kemarly-Dowland
Michael Kwiatkowski
Rhonda Lazette

David Mohring
Tera Newton
Anuja Parikh
Karla Ringenberg

Heather Galbraith
Melanie Hicks
Tony Hills
Sherry Howard

Amy Leitch
Tammy Meyer
Kayla Miller
Diae Mizou

Christine Robinson
Nicole Schwab
Gregory Tefft
Amy Thomas

Supplemental:

Suzanne Lammers
Tera Newton
Christine Robinson
Timothy Lucas
Amy Thomas
Jon Tomlinson

Non-Teaching Professionals/Graded:

Marianna Doolittle
Katie McKelvey
Connie Nicely
Cassie Rickenberg
Jason Rickenberg
Jenny Thome
Jon Tomlinson

Part-Time Instructors:

Bradley	Asbury
Allen	Beatty
Chelsea	Benecke
J'net	Costello
Jennifer	Croft
Beth	Hall
Mark	Hall
Edwina	Hatzaetos
Annette	Heil
Tyler	Hoppe
Justin	Killion
Todd	Kindinger
Ashley	Knepper
Anita	Morton
Stacie	Shine
Zoe	Smith

APPROVAL OF 2025-2026 STUDENT FEES

25-10

WHEREAS, the administration has reviewed the student fees for the College; and

WHEREAS, changes have been made to existing courses and fees for new courses have been added; and

WHEREAS, the academic deans, Vice President of Academics, the Chief Fiscal and Administrative Officer and the President recommend

NOW, THEREFORE BE IT RESOLVED, that the student fees be adopted for the 2025-2026 academic year.

Course	Course Description	Reason for Change	Current Fee	Proposed Fee	Heads Impacted	Change
AGR260 Lab Fee	Agricultural Technology	New Course		\$ 75.00	10	\$ 750.00
EET128 Lab Fee	Introduction to Semiconductors	New Course		\$ 25.00	12	\$ 300.00
CIT266 Lab Fee	Data Structures & Algorithms	New Course		\$ 15.00	12	\$ 180.00
MET105 Lab Fee	Introduction to Vacuum Systems	New Course		\$ 15.00	12	\$ 180.00
MET124 Lab Fee	Semiconductor Manufacturing	New Course		\$ 25.00	12	\$ 300.00
VCT182 Lab Fee	Photography	New printer being purchased with refillable ink, students will need paper. one reem of photo paper = approx. \$15-40, each student will have 6-7 copies of this paper for finished work in the course	\$ 45.00	\$ 52.50	18	\$ 135.00
ART210 Lab Fee	Oil/Acrylic Painting	Increased cost of individual supplies cost per student is approximately 203.00, and includes all paints, brushes, canvas, wood, etc.	\$ 160.00	\$ 203.00	20	\$ 860.00

WORKPLACE VIOLENCE POLICY (NEW)

25-11

WHEREAS, Northwest State Community College (NSCC) is committed to providing a safe, violence-free workplace for all employees, students, and guests; and

WHEREAS, NSCC does not tolerate any type of workplace violence committed by or against employees, students, or guests and employees are prohibited from making

threats or engaging in abusive or violent activities; and

WHEREAS, a policy and procedure has been created in coordination with the Ohio Attorney General and outside consultants

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees adopts policy 14-3-40 Workplace Violence as follows:

3358: 14-3-40 Workplace violence

Effective: XX/XX/XXXX

(A) Northwest State Community College (NSCC) is committed to providing a safe, violence-free workplace for all employees, students, and guests. To ensure a safe workplace and to reduce the risk of violence, all employees should review and understand all provisions of this workplace violence policy.

(B) Prohibited Conduct

NSCC does not tolerate any type of workplace violence committed by or against employees, students, or guests. Employees are prohibited from making threats or engaging in abusive or violent activities. This list of behaviors provides examples of conduct that is prohibited:

- (1) Causing physical injury to another person.
- (2) Making threatening remarks, either explicitly or impliedly.
- (3) Displaying aggressive or hostile behavior that creates a reasonable fear of injury to another person or subjects another individual to emotional distress.
- (4) Intentionally damaging employer property or property of another employee.
- (5) Committing acts motivated by, or related to, sexual harassment or domestic violence.

(C) The President shall adopt procedures for potential violations of this policy.

GENDER INCLUSIVE RESTROOM FACILITIES – RESCIND POLICY

25-12

WHEREAS, the Board of Trustees adopted policy 14-3-33 Gender Inclusive Restroom Facilities in October of 2015 at the recommendation of the Ohio Attorney General; and

WHEREAS, the policy contradicts current state law; and

WHEREAS, the recommendation of the Ohio Attorney General is to rescind the policy, as it is not required to have an official policy in place

NOW, THEREFORE BE IT RESOLVED, that policy 14-3-33 be rescinded effective February 21, 2025 and that the College follow all state laws as required.

14-3-33 Gender inclusive restroom facilities

Northwest State Community College strives to provide safe, accessible, and convenient locker room and restroom facilities. Students, staff, faculty and campus guests may use facilities corresponding with biological sex or gender identity, or may use the gender inclusive designated restroom facilities.

This concludes the Consent Agenda

ROLL CALL: Aye; Barber, Bridenbaugh, DeGross, Erb, McClure, Miller, Mull, Poulson, Schwarzbek. Nay; None. Thereupon the Chair declared the motion approved.

2024-2025 REVISED BUDGET APPROVED

25-13

Ms. DeGross moved and Mr. Bridenbaugh seconded the following motion:

WHEREAS, adjustments for the 2024-2025 budget has been made for tuition, fees, state share of instruction, and training revenue, changes in timing for capital projects, miscellaneous personnel adjustments, and the addition of agency partnership enrollments; and

WHEREAS, the Chief Fiscal and Administrative Officer and the President recommend

NOW, THEREFORE BE IT RESOLVED, that the 2024-2025 revised budget be approved.

ROLL CALL: Aye; Barber, Bridenbaugh, DeGross, Erb, McClure, Miller, Mull, Poulson, Schwarzbek. Nay; None. Thereupon the Chair declared the motion approved.

EXPANSION OF THE NSCC POLICE DEPARTMENT APPROVED

25-14

Mr. Schwarzbek moved and Mr. Miller seconded the following motion:

WHEREAS, the original resolution for the Northwest State Community College police department did not include criminal justice initiatives; and

WHEREAS, it is the desire of the College Administration and the Board of Trustees to expand the authority of the NSCC Police Department; and

WHEREAS, the police department will have the authority to enforce criminal and traffic laws of the State of Ohio on the campus of Northwest State Community College; and

WHEREAS, the police department will investigate all crimes, accidents, and traffic issues to the fullest extent including taking statements, investigating leads, securing property, rendering aid, and making sure the campus is safe; and

WHEREAS, the police department will take action upon violation of criminal and traffic laws when necessary to promote a safe and secure campus; and

WHEREAS, the police department will work with Henry County Prosecutor, the Napoleon City Law Director, the Napoleon Municipal Court, and/or the Common Pleas Court of Henry County when prosecution of a violation of Ohio Criminal and/or Traffic Laws is necessary; and

WHEREAS, memorandums of understanding (MOUs) will be negotiated with one or more local law enforcement agencies with overlapping jurisdictions outlining reasonable communications and coordination efforts between the departments and agencies; and assure that all police officers execute a bond as required by law

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees grant the Northwest State Community College Police Department authority to enforce all laws, including, Henry County ordinances and State of Ohio laws.

ROLL CALL: Aye; Barber, Bridenbaugh, DeGroff, Erb, McClure, Miller, Mull, Poulson, Schwarzbek. Nay; None. Thereupon the Chair declared the motion approved.

DELEGATE AND ALTERNATE APPOINTED FROM THE BOARD OF TRUSTEES TO SERVE ON THE GOVERNING BOARD OF THE OHIO ASSOCIATION OF COMMUNITY COLLEGES (OACC)

25-15

Mr. Miller moved and Ms. McClure seconded the following motion:

WHEREAS, the bylaws of the Ohio Association of Community Colleges specify the annual appointment of a delegate and an alternate to their Governing Board from each College Board of Trustees by March 31 of each year

NOW, THEREFORE BE IT RESOLVED, that Mrs. Sandy Barber be appointed as delegate and Mr. John Bridenbaugh be appointed as alternate from the Northwest State Community College Board of Trustees to serve on the Governing Board of the Ohio Association of Community Colleges effective February 2025 through February 2026.

ROLL CALL: Aye; Barber, Bridenbaugh, DeGroff, Erb, McClure, Miller, Mull, Poulson, Schwarzbek. Nay; None. Thereupon the Chair declared the motion approved.

MEETING DATES AND TIME ESTABLISHED

25-16

Mr. Erb moved and Mr. Schwarzbek seconded the following motion:

WHEREAS, the time and place for the Northwest State Community College's Board of Trustee meetings must be designated for April 2025 through February 2026; and

WHEREAS, the Executive Committee of the Board has reviewed proposed meeting

dates and has made a recommendation

NOW, THEREFORE BE IT RESOLVED, that Northwest State Community College be designated as the permanent place of business and that six regular meetings be established for the period April 2025 through February 2026. The election of Board officers will take place at the February meeting.

The Board shall meet on the following days:

- Friday, April 25, 2025
- Thursday, June 26, 2025
- Friday, August 15, 2025
- Friday, October 17, 2025
- Friday, December 12, 2025
- Friday, February 20, 2026

Meetings other than those regularly scheduled will be known as interim meetings and will be called by the Chair of the Board of Trustees or the President of the College. Notice of interim meetings is to be dated at least two days prior to the date of the meeting. Regular meetings are to begin at 11:30 a.m.

ROLL CALL: Aye; Barber, Bridenbaugh, DeGross, Erb, McClure, Miller, Mull, Poulson, Schwarzbek. Nay; None. Thereupon the Chair declared the motion approved.

NOMINATIONS & ELECTIONS

25-17

Nominations are to be made for Chair, Vice Chair, and Second Vice Chair of the Board of Trustees for the period February 2025 through February 2026. The newly elected officers will assume his/her duties upon election.

Motion by Mr. Poulson to nominate Katrina DeGross as Chair, Mickey Schwarzbek as Vice Chair, and Joel Miller as Second Vice Chair of the Northwest State Community College Board of Trustees to serve through the February 2026 meeting and to close nominations. The motion was seconded by Mr. Bridenbaugh.

ROLL CALL: Aye; Barber, Bridenbaugh, DeGross, Erb, McClure, Miller, Mull, Poulson, Schwarzbek. Nay; None. Thereupon the Chair declared the motion approved.

OTHER BUSINESS

The Board was provided with dates on several upcoming activities, including the Foundation's Scholarship Event on April 10 and Green Carpet Fundraiser Event on May 15. Commencement will be at Founder's Hall on May 10. John Poulson will replace Katrina DeGross as a member of the Board Budget Committee effective immediately. Dr. Hernandez reminded the Board of the upcoming President's evaluation and provided a timeline for the process.

EXECUTIVE SESSION

25-18

Ms. McClure moved and Ms. DeGroff seconded a motion to go into executive session to discuss the employment and compensation of a public employee or official.

ROLL CALL: Aye; Barber, Bridenbaugh, DeGroff, Erb, McClure, Miller, Mull, Poulson, Schwarzbek. Nay; None. Thereupon the Chair declared the motion approved.

Following executive session, the meeting moved back to regular session and on record at 3:15 p.m. The Chair stated that the annual self-evaluation of the Board has been conducted in accordance with Board policy.

ADJOURNMENT

With no further business to be brought before the Board, the meeting was declared adjourned. The next Board of Trustees meeting is scheduled for Friday, April 25, 2025.

1. APPROVAL OF CONSENT AGENDA

1a. Minutes of the February 21, 2025 Board Meeting

1b. Resignations

WHEREAS, David Mack, Campus Police (PT), has submitted his resignation; and

WHEREAS, Phillis Kretz, Food Service (PT), has submitted her resignation; and

WHEREAS, Matthew Gomez, Cook, has submitted his resignation; and

WHEREAS, the President recommends

NOW, THEREFORE BE IT RESOLVED, that the resignation of David Mack, effective February 14, 2025; Phillis Kretz, effective March 7, 2025; and Matthew Gomez, effective April 1, 2025 be accepted.

1c. Promotion to Training & Equipment (Manufacturing) Manager

WHEREAS, the position of full-time Training & Equipment (Manufacturing) Manager was left vacant due to the resignation of Thomas Kelly; and

WHEREAS, a search was conducted to fill the position; and

WHEREAS, an internal candidate applied for and accepted the position; and

WHEREAS, the Vice President - Workforce and the President recommend

NOW, THEREFORE BE IT RESOLVED, that Mr. James Smith be employed as full-time Training & Equipment (Manufacturing) Manager effective March 31, 2025 at an annual salary of \$81,000. This is a graded position.

1d. Promotion to Cook

WHEREAS, the position of full-time Cook was left vacant due to the resignation of Matthew Gomez; and

WHEREAS, a search was conducted to fill the position; and

WHEREAS, an internal candidate applied for and accepted the position; and

WHEREAS, the Chief Fiscal & Administrative Officer and the President recommend

NOW, THEREFORE BE IT RESOLVED, that Ms. Krista Maassel be employed as full-time Cook effective April 7, 2025 at an annual salary of \$34,091.20. This is in

accordance with the Support Personnel Bargaining Agreement.

1e. Miscellaneous Employment Contracts

WHEREAS, it has been determined that the following person(s) should be employed to accommodate various needs; and

WHEREAS, Vice President of Academics and the President recommends

NOW, THEREFORE BE IT RESOLVED, that the following individual(s) be approved to receive employment contracts for miscellaneous services:

Part-time Instructors:

Mark Kontak
William Mayo
Alyssa Putman

1f. Admission to the College (amended policy)

WHEREAS, the policy regarding admission to the College was updated to add language on students to include College Credit Plus (CCP) and non-CCP high school students; and

WHEREAS, the Vice President – Enrollment Management and Student Affairs and the President recommend

NOW, THEREFORE BE IT RESOLVED, that policy 14-7-01 Admission to the College be amended effective April 25, 2025 as follows:

3358: 14-7-01 Admission to the College.

Effective: Reaffirmed by Board of Trustees 2/7/14, revised 8/27/21, revised 4/25/25

(A) Northwest State Community College is an open access institution and is committed to the principle of providing each student access to quality educational programs and lifelong learning.

(B) An application for admission is required for all applicants pursuing enrollment in academic credit courses. Information provided on the College admissions application will be used to determine initial admission status.

(C) Northwest State Community College serves all students with a high school diploma or GED certificate in addition to non-high school graduates who meet one of the conditions outlined below.

(1) The student is selected for participation in the College Credit Plus Program

- (2) The student receives recommendation for admission by a College official in the case of an unusual circumstance or abilities
 - (3) The student receives recommendation for admission by a College official in the pursuit of personal enrichment or credit-based workforce development
 - (4) The student proves the ability to benefit
- (D) Additional documentation may be required for certain applicant types including, but not limited to early admit, guest, international, transfer, and/or courses offered for credit/noncredit through Custom Training Solutions (CTS). Specific information pertaining to each applicant will be maintained by the College. Applicants not providing appropriate documentation may be denied admission to the College.
- (E) Admission to a specific program of study for the purpose of earning a degree or certificate shall be determined according to requirements and procedures established for the specific program of study.
- (F) Admission procedures, including changes in conditions of admission status, will be adopted and implemented by the College.
- (G) Readmission to the College will include the additional statement regarding service members and reservists: When a student whose enrollment is interrupted by mobilization call to active duty, the College will make every possible effort to place the returning student back into the academic track as close as possible to the point prior to activation in accordance to the Federal Aid Student Handbook, Chapter 3 of Volume 2 [DoD MOU, paragraph 3.i(1)]. The Registrar's office will be the point of contact the student must provide notification of service and notification of intent to return.

This concludes the Consent Agenda

Moved by _____ Seconded by _____

ROLL CALL: Aye; Nay;
Thereupon the Chair declared the motion approved/disapproved.

PROPOSED RESOLUTIONS

None.



President’s Report - April 2025

Videos / Podcasts:

[04-02-25 Talking with Todd](#)

[04-14-25 Talking with Todd](#)

Activities

Ongoing

- Defiance Rotary (weekly)
- OACC President’s Call (various)
- NwOESC Superintendent Meeting (monthly)
- Four County Superintendent Meeting (monthly)
- President - Faculty Leadership Conversations (Monthly)
- OACC - Legislative Committee
- Alliance For Innovation in Technology President’s Call (AFIT) (monthly)

Date	Activity
Feb 17	Congressman Latta campus visit
Feb 26-28	AFIT Spring Conference
Mar 11	Board Engagement - Scott Mull
Mar 14	Dr. Rodney Rogers , President BGSU
Mar 17	Dr. Richanne Mankey, President Defiance College
Mar 25	Board Engagement - John Poulson
Mar 27	Ridge Project Gala Event



Date	Activity
Mar 31 - Apr 2	CEO Talent Summit
Apr 4-5	Cryptic Cyborgs Competition
Apr 8	OACC Legislative Day

Scheduled Time Off / Away from Campus

Date	Description
Apr 17-18	evGrand Prix, Purdue University
Apr 24	JATC Directors Meeting - Columbus, Ohio
May 20-21	OACC / ODHE Meetings - Columbus, Ohio
May 30	IBEW Graduation - Portsmouth, Ohio
Jun 7 - 14	Vacation - Cabo San Lucas, Mexico

Non NSCC related Professional Activities

None.

**Chief of Staff /Executive Vice President
April 2025
Submitted by: Albert Lewis, Jr.**

VAN WERT CAMPUS

Community Events / Activities

- Jon Tomlinson spoke at Paulding County Senior Center.
- Jon spoke at NSCC sponsored Youth Chamber Leadership as well as Adult Chamber Leadership.

The following events were attended:

- Van Wert and Paulding Business Advisory Council meetings
- Vantage Open House
- Visited Miller City HS
- WBESC Superintendent meeting
- STNA healthcare meeting in Paulding
- Business Development Corporation Board Meeting
- Van Wert Job Quest Expo
- Paulding County Career Day
- Paulding County Area Foundation dinner
- VW Family Resource Fair @ Vantage

Sponsorships

- Northwest State Community College sponsors the Van Wert Youth Chamber Leadership.
- Robbin Wilcox and Jon spoke with Van Wert County Fair to be a sponsor for Memorial Day.
- Northwest State Community College and the Van Wert Chamber will be co-sponsoring a concert as part of Van Wert Feel Good Friday Concert Series (7/25/2025).

Van Wert Scholarships

- Robbin and Jon met with the Van Wert County Foundation to begin discussion of Van Wert Campus-specific scholarship opportunities.

Fall 2025 Schedule/Staffing

- A total of twenty-four courses will be offered in the fall of 2025.
- Part-time faculty will be teaching all the classes except the computer class.
- We are still recruiting part-time faculty from the area to help cover courses.

Curriculum

- Attended a Purdue Fort Wayne summit meeting to discuss articulation agreements and admissions.

GRANTS REPORT

Completed

- 4/9/2025 – Annual Perkins Stakeholder meeting completed.
- 3/24/2025 & 3/28/2025 – Completed final cash drawdowns for DOL-SCC grant totaling \$152,674.52.

Submitted

- 3/20/2025 – As part of the current Campus Safety Grants, the Controlling Board request for MARCS radios and the Campus Repeater System have been submitted.
- 4/14/2025 – The final quarterly narrative report for the DOL-SCC grant was submitted.

Awarded

- 4/10/2025 – Awarded NSF New Faculty Development Grant for physics faculty Anuja Parikh. The grant covers travel (up to \$900), lodging and food for recipient for two in-person conferences. The total award amount will not be known until the travel is completed. If necessary, the STEM department is prepared to pay any additional travel cost.

Rejected

- 2/10/2025 – NSCC received notification that the CCP Teacher Credentialing Grant proposal was not funded. Projects that received funding were submitted by Educational Service Centers and of a much larger scope than NSCC's proposal.

MARKETING

New Website Update

- Work is continuing on the [new website](#).
- The website testing modules are being finalized to begin the testing process in mid-April.
- Student photography was taken by John Kuser on April 8th and 9th to aid the new website design.

Marketing Campaigns

- Shot College Credit Plus student videos in Paulding and Van Wert to promote Van Wert campus opening.
- Promoting the Green Carpet event
- Created email marketing through the Registrar's Office to promote summer and fall registration.
- Digital marketing has been boosted for summer and fall registration, with increased impressions served to Van Wert and Paulding counties for amplified promotion of new campus opening.
- Photographs taken at the We R STEM, Mini MFG Day, Job & Career Fair and Center for Lifelong Learning events.
- Promoting Community College Month on social media throughout April.

INFORMATION TECHNOLOGY

DATA SYSTEMS TEAM

Banner Upgrades

- Banner upgrades for this year so far are in the following Banner modules: Accounts Receivable, General, Admin Common, Access Management, Financial Aid, Student and Finance.

Banner Software Integration

- Work is on-going with the interfaces between SLATE (Student Customer Relationship Management) and Banner.
- Working with Datakind to interface National Student Loan Clearinghouse (NLSC) data with our Banner system.

New Initiatives

- In the past two months about 126 requests have been successfully completed, with 100% positive feedback from the responses.
- The MyNSCC portal and The Bridge (our internal Intranet) has been updated using more up-to-date software and tools. This will be finalized as the new NSCC website is completed, via an outside contractor.

State and Federal Reporting

- State HEI annual reports have been completed.
- Updated Senate Bill 135 report has been submitted to the Ohio Department of Higher Education (ODHE) and also posted to the NSCC website.
- IPEDS reporting has been completed for FY2025; All fall, winter and spring files have been submitted and accepted.

Technical

- DegreeWorks has been moved to a new server which has an updated Oracle database. DegreeWorks will be upgraded to newer releases during the next several months.

NETWORK/SYSTEM & SUPPORT TEAM

- For the month of March, 359 new requests/incidents were received, and 348 have been resolved, with 100% positive feedback from 22 responses.
- The new event/room booking Halo request portal will optimize and centralize room and event bookings within Halo. This is on track to be rolled out to campus by the end of the semester.
- The new physical campus intrusion system built on our access control and surveillance systems to increase campus security has been completed. The testing phase is now completed. We are working with Chief Campbell to coordinate the "campus access" policy, as well as perform onboarding.
- The Halo optimization process is ongoing. This will make the Halo processes more efficient and user-friendly for our customers as we continue to expand to more campus services. This is set for completion by the end of the fiscal year.
- Policies, procedures, and standards are still being drafted as part of the GLBA compliance initiative. Required documentation for legal compliance has been drafted, and we have started working on recommended documentation. Final revisions and compliance documents are progressing with the GLBA consultant.
- The auditorium lighting project will be a complete replacement of the house and stage lighting with new controls to modernize the lighting and add movable stage lighting. A vendor has been selected, equipment ordered, and installation is scheduled for May 21st through June 13th.
- Technical specs and final technology plans have been completed for the B building and Van Wert campus renovations including computer labs, hybrid classrooms, and security systems. Equipment is now in the process of being ordered.
- As part of the new Safety Grant, a MARCs radio repeater system for main campus emergency services coverage has been quoted and handed over to the controlling board for the release of funds.

Vice President for Academics
April, 2025
Submitted by: Lana Snider

The AVPA search committee has conducted three second-round interviews, each of which included a campus tour and brief meet-and-greet sessions with staff and faculty. The committee is in the process of narrowing it down for a final offer to be made.

Commencement is once again being held at Sauder's Village Founders Hall. It will be held on Saturday, May 10th at 2pm. Our keynote speaker is Ann Ebbert, CEO from Cherry Street Mission Ministries. We have chosen our Distinguished Full and Part-time Faculty award winners. These two winners will be unveiled at the Academic Award Luncheon on Wednesday, April 30th. At this event we will also be honoring our Award of Merit graduates from each division.

Following are some brief updates from those who report to the VP for Academics.

Jamilah Tucker: Arts & Science

History Isn't Dead Yet: NSCC Learners Are Digging It (Literally)

History isn't taking a back seat at Northwest State these days! Even though we don't currently have a full-time history faculty member, history is more alive on campus than ever.

Take Kathy Day, a part-time instructor who's been keeping local stories front and center in her courses. When one of her students from Defiance wanted to research African enslavement in America and the Underground Railroad, Kathy didn't hand her a textbook—she handed her a shovel (metaphorically speaking). What followed was an amazing deep dive into northwest Ohio's role in the anti-slavery movement. Connected with the local library, and then an Oberlin professor who wrote on the Underground Railroad in Williams County, the student unearthed information about a buried African-American cemetery site near Defiance, and explored connections to Frederick Douglass, Sojourner Truth, and the abolitionist newspaper published in Bryan in the 1850s.

Yes, all of this from one research paper, and one engaged and locally connected part time faculty member. We're stretching history as far as we can go—and still making it meaningful.

Kathy doesn't stop at the classroom either. She's judged multiple rounds of the National History Day competition, judging and providing gentle mentorship to junior high and high school students as they craft exhibits and compete. This year, Professor Colin Doolittle will pick up the NSCC baton and represent us at the regional judging in Bowling Green. Colin isn't doing little things - actually big as he is pursuing additional graduate study in history and we are proud to see him finish this semester.

And while we're on the topic of public history successes—full-time faculty member, Amy Drees recently (March 2025) *knocked em dead*, during a lecture sponsored by the Tuttle Museum on “*Defiance Cemeteries: Past, Present, Future.*” Think local gravestones meet the garden

cemetery movement, mixed with a bit of Civil War embalming culture. Her talk reminded the community that cemeteries tell us more than where people are buried—they tell us what we value through the ways we grieve and remember.

Amy's an expert having served 8 years *before laying to rest* her title as the Death Studies chair for the Midwest Popular Culture Association/American Culture Association (MPCA/ACA).

Finally, we are excited to see a revival of interest in things like civics and U.S. history at the state level, and potentially among our IBEW students. Already, highly transferable civics and history courses are desired of our dual enrollment partnerships. As that conversation continues across Ohio, NSCC may require additional full-time faculty support to keep things ALIVE and WELL! More to come on that.

Sources: https://www.13abc.com/2025/02/27/i-love-good-mystery-librarian-uncovers-history-only-black-cemetery-defiance-county/?fbclid=IwY2xjawJjQ_VleHRuA2FlbQIxMQABHmZy2Q9b1_malohpkh2P8pMwWkKpy5qeSOZh8JidsmfboUrXRIYwCw-Z5XYH_aem_ukQ8qrQMV7eRGO6fRSu0Ew

Jason Rickenberg: Business & Public Services

As of April 9th, The ACBSP Associate Degree Board of Commissioners have approved our 10-year accreditation reaffirmation. I will be attending the ACBSP Conference in Las Vegas this June 17-22. Ag received the Outstanding Postsecondary Ag Program award from the Ohio Association of Agricultural Educators (OAAE). This prestigious recognition highlights Kayla's dedication to agricultural education.

- Congratulations to **Heather Galbraith** on earning her Doctorate in Social Work last week!
- **Chris Clawson** is currently revamping the Criminal Justice courses to enhance curriculum effectiveness and student engagement.
- **Tera Newton** has successfully increased enrollment numbers for the Medical Billing and Coding program
- On April 17, **Lisa Becher** is hosting an event at NSCC auditorium in collaboration with State Bank titled "Start, Grow, or Inquire," focused on business development.
- **Chris Robinson** is addressing the expansion of six additional sections for Summer IBEW to support growth in CTS programs.
- **Craig Kuhlman** has revamped the Banking and Finance Advisory Committee, strengthening industry partnerships to enhance student opportunities.
- **Jesse Schumacher** is conducting a comprehensive review of all accounting curriculum, working on updating the Accounting Advisory Board.
- **Greg Smith, Law Enforcement Academy**, is seeing outstanding outcomes. Eleven (11) out of 13 cadets have already secured employment prior to June graduation and 100% job placement is expected by graduation.
- **Amy Thomas** has completely revamped the curriculum for the Pre-K and Paraprofessional program.

Tiffany Ludwig: Nursing & Allied Health

New student orientation was held on March 4th and we are still in the process of having each of these students accept their seats for fall.

Our nursing advisory board meeting was held here at the college on April 9. It was an opportunity with our outside affiliates to discuss current topics and how our NSCC students are doing.

Our open Clinical Teaching Assistant position has been filled by Laura Moore. Laura is a NSCC alumni and also was teaching for us part time.

All students have now tested from the December graduating class. The RN students all tested and have 100% pass rate. The PN students have all tested and all but one passed on the first try (that student has since retaken her boards and has passed).

I pursued an initiative to get our nursing students into their advanced science courses earlier and over the summer to avoid taking them along with their nursing courses which made it more difficult for them. The RN students do not have nursing courses over the summer, so this would assist them in completion without doing too much. As of now, 95% of the sciences (BIO) offered this summer are held by nursing students. Kudos to advising, faculty, and STEM for the collaborative effort!

Dr. Franklin Roberts & Marianna Doolittle: STEM & Industrial Technologies

Anuja Parikh, Physics faculty, has been accepted to attend the New Faculty Development Series presented by the Organization for Physics at Two-Year Colleges. This is a 16-month program aimed to help physics faculty with active learning techniques and includes online mentoring and



two conferences.

This is partially funded by the NSF.

The STEM and Industrial Division held a We R STEM day on March 21. This is a one-day event geared towards 7th-11th grade students. Ninety-four (94) students attended from Napoleon, Ayersville, Continental, Edgerton, and Fayette schools. STEM and Industrial faculty did 20-minute activities that students rotated through. Below are a few sample pictures from the event taken by Sandra Manon. Dave Mohring had students use the tensile tester. Josh Verhoff and John Mueller helped students do pneumatic circuits.

Kristi Rotroff: Library Director

- Research workshops were held on March 31st and April 1st, with 22 learners attending in person. Sessions will be recorded for fall semester so they can be accessed by faculty and learners on demand.
- Presentations were given to faculty council and administrative council on the library's LSP (Library Services Platform) transition. A staff council presentation was done in February.
- Library staff (Kristi Rotroff and Dustin Harris) have been working steadily with OhioLINK staff and other librarians across the state through in-person meetings and multiple webinars to learn the new platform.
- We are working toward a June 9th "Go Live" for the new LSP. This will eventually include all of the library's functions, and for us will include local and OhioLINK circulation, access to online resources, and user management. A course reserves module will be implemented in fall 2025, and an acquisitions module potentially in 2026.

Connie Klingshirn: Registrar

- Completed Banner Upgrade testing
- Clearinghouse's primary focus in January through mid-March was processing Gainful Employment/Financial Value Transparency reports from all institutions. In mid-March, they began processing our enrollment files that were sent in January and February.
- Collaborating with other departments regarding changing from a document management imaging system that is open-source to one that integrates with our student information system, and complies with state and federal regulations.
- Presented the eDiploma initiative at the Staff, Faculty, and Administrative Councils.
- Obtained Veterans Administration approval for Van Wert, and can now certify Veterans Educational Benefits to eligible veterans and eligible beneficiaries.
- CollegeBoard will no longer be sending paper Advanced Placement Scores to institutions. Scores will be available through the CollegeBoard platform.

Vice President of Enrollment Management & Student Affairs
Cassie Rickenberg
April 2025

VP of ENROLLMENT MANAGEMENT & STUDENT AFFAIRS

Spring is in full-swing at NSCC. Our learner services departments have been busy developing, implementing, and maintaining a number of different initiatives across campus. Recently, several Learner Services staff attended the One Million Degrees Kick Off in Columbus. This initiative, brought to campus via OACC, aims to significantly improve student outcomes through a comprehensive, equity-focused program offering targeted academic, personal, and professional supports. The pilot program is grounded in data-informed practices and will launch as a pilot with NSCC and Clark State in Ohio, serving 80 students at each site. <https://onemilliondegrees.org/>.



EXECUTIVE DIRECTOR OF ENROLLMENT MANAGEMENT: ADMISSIONS

February and March were busy months for the Admissions team. Our CCP Advisors visited 14 area high schools to assist with CCP applications, Accuplacer placement testing, and course registration for summer and fall. Thirteen (13) additional visits are on the calendar for April. Our goal is to help learners and school counselors prepare for the 25-26 school year before summer break.

Some other things our team has been up to: we recently welcomed Miller City students to campus to become new CCP learners. During their visit, they connected with CCP Advisors, heard from Admissions Recruiters, and toured campus – allowing us to highlight a sense of belonging in the NSCC community. For the third consecutive year, Penta Career Center has invited us out to talk to exploratory students about educational pathways that lead to in-demand careers. The team also attended Paulding High School’s Career Day, where many prospective learners asked about the Van Wert campus and expressed interest in enrolling.

We continue to partner with Graduation Alliance and personally connected with over 40 adult learners who recently completed the 22+ adult diploma program.

We look forward to hosting a campus visit day on May 1st to assist our summer and fall applicants through the Admissions process. We advertise this day as a "one stop" event where applicants can complete everything in one day and leave with their summer & fall schedule in-hand.

FINANCIAL AID

The Financial Aid Team, in coordination with the Foundation Office, had a busy start to April with the preparation and execution of the annual Scholarship Night. History was made! It was

the largest Scholarship Night in NSCC History, as more Foundation scholarships have been awarded than ever before. A large contributing factor, in addition to the continued generosity of our faithful donors? We received more applications than ever before. The team set a stretch goal of 500 applications for this year – a number that had never previously been reached. Well, that number wasn't simply met, it was far exceeded by almost 200 applications. The final tally came in at 697. The game-changer? The automated communication available through the Slate CRM! Slate continues to help us soar to new heights in reaching learners and prospects!

EXECUTIVE DIRECTOR OF LEARNER SERVICES & ADVISING:

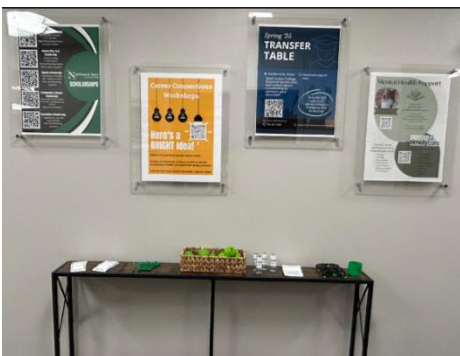
We are preparing for the required in-person employee Title IX Training scheduled for late April. Title IX Consultant, Adrienne Murray, will be presenting remotely, with NSCC Title IX Coordinator, Shannon Floyd, present in the room to observe and answer questions.

Earlier this year, Adrienne created a number of newsletters regarding Title IX and Violence Against Women Act (VAWA) topics for our Title IX on the 9th Campaigns (distributed monthly on the 9th). She did this via a newsletter application called Smore (something neat to check-out if you have content you'd like to put in newsletter format). One publication she put together was regarding Intimate Partner Violence, which we distributed to employees following our February Lunch and Learn on Dating Violence. The neat thing about Smore is that it allows you to track information on views. For this particular newsletter, we can see that the newsletter was viewed a total of 30 times by 17 different employees on a variety of different dates, which tells us employees are connecting with the content and going back to it for reference on different occasions. That is powerful.

Our two most recent sexual violence prevention lunch and learns were hosted in December and February respectively. December's event, focused on the prevention of sexual assault, saw approximately 25 attendees, mostly comprised of employees, with one student in the audience. As for February, we focused on the timely topic of prevention and awareness of dating violence. Approximately 16 individuals attended the event, one of whom was a learner. We are looking forward to our fourth and final Prevention Lunch and Learn of the Academic Year on April 17, where Shannon will present on being an Active Bystander.

ADVISING CENTER:

Work continues on newly designed advising sheets for each certificate and program. One division is complete, and we are moving into the others. Academic Advisors are working on the content of the advising sheets and Cait, our Administrative Assistant, is putting them together in a nice format for us. As we were moving through the project, it was decided to have separate Transfer and Career Sheets made as it was too much information for the one-page design we wanted for our learners.



The Advising Center has made an update to our space to help learners access events, applications, and services. We

added poster holders to our entry way and will be utilizing these to advertise Career Workshops, Scholarship Applications, Transfer Table schedules, as well as wellness information. Each poster has a QR Code that learners can easily scan for the information.

Save the Dates for the New Student Fall Kick Off are currently being handed out as reminders to new learners as they meet with their academic advisors for Summer/Fall 2025 registration. This will be held Wednesday 8/13 – the week before fall classes start.



The Advising Center now has a Sakai shell! Christina Schweibert created the shell at a moment's notice and trained advising staff on how to add our information. The information in the Sakai site is focused on helpful resources to our learners throughout their NSCC journey, including links to schedule advisor appointments and access transfer information. Career information is coming soon!

Summer and Fall 2025 Registration opened on March 17 for all learners. The academic advisors have had their schedules full of new and returning learner appointments. There have been 259 learners served through the Advising Center since registration opened.

CAREER SERVICES | STUDENT ACTIVITIES

The Career Services Office had a busy kick-off to April with the Annual Job & Career Fair on April 1. NSCC hosted 48 local and regional employers and welcomed approximately 230 attendees. Of those attending, approximately 100 were high school learners, 60 were current NSCC learners, and 70 were either community members or NSCC employees. The community member participation was impressive, with many citing Facebook as the way they heard about it. Circling back to the 48 employers, they offered a combined 175+ job and career opportunities,



including full-time, part-time, seasonal, and summer positions.

Additionally, 50% of the companies in attendance reported that they employ a combined total of more than 500 NSCC Alumni or current learners! Wow!

Employer participants were asked to complete a short evaluation to share their thoughts on the event. The feedback was mostly positive, with compliments about the design and lay-out of the event, helpfulness of staff and students to get settled in, positive connections with potential applicants, and networking opportunities with fellow employers. Of all the employer participants who responded to this question, 100% (30 respondents) indicated they would recommend this event to their colleagues. That deserves a round of applause.

Save the date for next year's event – scheduled for 4/7/2026. It will be here before we know it!

ESPORTS:

NSCC Thunder has had a busy school year. Last fall, our two Esports teams, a Smash Bros. and Overwatch team, competed in the collegiate league Playfly, with our Overwatch team winning their Division! This semester, the same two teams competed, with our Overwatch team once again making it to the playoffs. The whole Esports team currently has nine (9) active players on its two (2) game rosters.

They have also hosted many events. Since the start of fall semester, NSCC Thunder has hosted seventeen (17) events, bringing in as many as thirty-five (35) attendees! Across those events, they have seen twenty-six (26) first-time attendees.

Finally, Game Con is on the horizon! Northwest State and its Esports team NSCC Thunder will be hosting Game Con on June 14th from 10:00 am to 6:00 pm. There will be a lot to see, such as vendors and artists, returning events such as the Smash Bros. Tournament and Cosplay Contest, and more panels. You won't want to miss out!



SUCCESS CENTER

The Success Center continues to thrive as a hub of academic support and student engagement. Over the past few months, we've seen consistent usage across both the Testing Center and tutoring services, demonstrating our growing impact and reliability for learners. Our team has maintained high levels of service during peak times, especially during midterms.

A major enhancement this term is the integration of NetTutor, a new online tutoring platform now easily accessible through Sakai for all learners. This tool broadens access to tutoring services by offering 24/7 support in a variety of subjects, further ensuring that students have help whenever they need it, no matter their schedule or location. To increase visibility and student connection, we've continued strategic outreach efforts through classroom visits, engaging social media content, and cross-departmental collaborations on workshops and events. We're excited to

keep building on this momentum as we support learners through the remainder of the academic year and into 2025!

TRIO

On the home front in mid-February, TRIO learners had the opportunity to meet with Congressman Bob Latta and discuss the federal funding that supports our TRIO program. During the visit, they learned about the areas Congressman Latta focuses on and had the chance to ask questions.

Thirteen learners recently took part in the annual TRIO trip to Chicago, where they had the opportunity to visit a variety of iconic locations, including the Museum of Science and Industry, the Wendella Architecture Boat Cruise, and the University of Notre Dame. These cultural activities not only provide learners with the chance to explore new experiences but also help build meaningful relationships with their peers.

Switching from the Windy City to Washington D.C., VP Cassie Rickenberg and TRIO Director Terri Lavin recently attended the COE Policy Seminar in D.C. This annual conference brought together over 1,000 TRIO professionals. A highlight was a day spent on Capitol Hill advocating for increased financial support to enhance our programs.



SUMMARY

As we continue to move our work forward throughout Learner Services Departments, we keep the college mission at the center of our efforts – always looking to enhance the learner experience, in hopes of it improving the lives of individuals and strengthening communities.
#StriveforProgress

Chief Fiscal & Administrative Officer
April 2025
Submitted by: Jennifer Thome

Now that spring break has concluded and our learners have returned to campus, our primary focus shifts to spring commencement. Early registration for summer and fall classes is now open, and we are beginning to see an increase in campus activity—perhaps a result of a little cabin fever! Additionally, we are preparing for two major annual events in April and May: Scholarship Night and the Green Carpet event.

Business Office

The third quarter has officially concluded! Our office has successfully completed the HEI, IPEDS, HLS, and Q3 reporting. Additionally, we are in the process of finalizing the Foundation's 990 tax schedules. As we approach the fiscal year-end, we have begun closing out FY25 and preparing the FY26 budget.

Auxiliary Services

Following spring break, food service is in full swing with preparations for our spring events. The increase in catering events is bringing more of the community to campus events. The bookstore is preparing for graduation with regalia. The bookstore is continuing to bring in a lot of new attire that has been a big hit with both staff and learners.

Facilities

Our primary focus has been the renovations at the Van Wert Campus and the B-Wing. The Van Wert Campus project remains on schedule for completion in June, with classes set to begin there in the fall. While the B-Wing renovation experienced a slight delay in getting started, it is now progressing as planned and is expected to be completed by the end of the calendar year.

Four County has also completed the renovation of the connecting bridge between Four County and Northwest State, achieving excellent results.



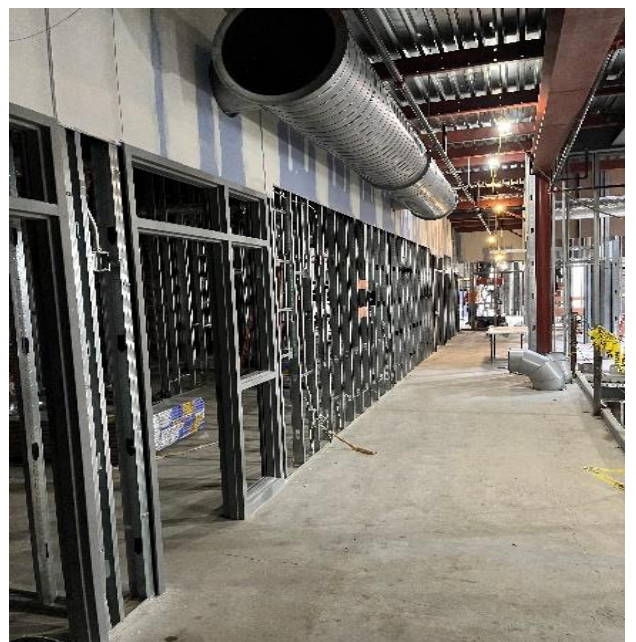
B-Wing First Floor



B-Wing Second Floor



Van Wert



Van Wert



Connecting Bridge

Police


The department is excited to announce that as of March 31, 2025, the Originating Identification Number (ORI) has been approved by the National Crime Information Center (NCIC) and after submitting the proper paperwork, we are now a fully functioning police department. Thank you to President Hernandez, Jennifer Thome, the Ohio Attorney's Office, Ohio LEADS, and notably the NSCC Board of Trustees for making this happen.

On March 13th and March 14th, the NSCC PD co-hosted a de-escalation training with the Defiance Police Department, the Williams County Sheriff's Office, the Ohio High Intensity Drug Trafficking Area, and The Middle Atlantic Great Lakes Crime Law Enforcement Network in the Auditorium of Northwest State Community College. The class was Verbal Judo and was attended by over 150 law enforcement officers from multiple agencies in Northwest Ohio. We hope to host more training on campus to bring more people to campus.









DE-ESCALATION TRAINING

Instructed by Verbal Judo Institute
Co-hosted by Northwest State Community College Campus Police,
Defiance Police Department, Williams County Sheriff's Office,
Ohio High Intensity Drug Trafficking Area (HIDTA), and
Middle Atlantic Great Lakes Organized Crime Law Enforcement Network (MAGLOCLN)



Teaching empathy, dignity, and respect for over 40 years.



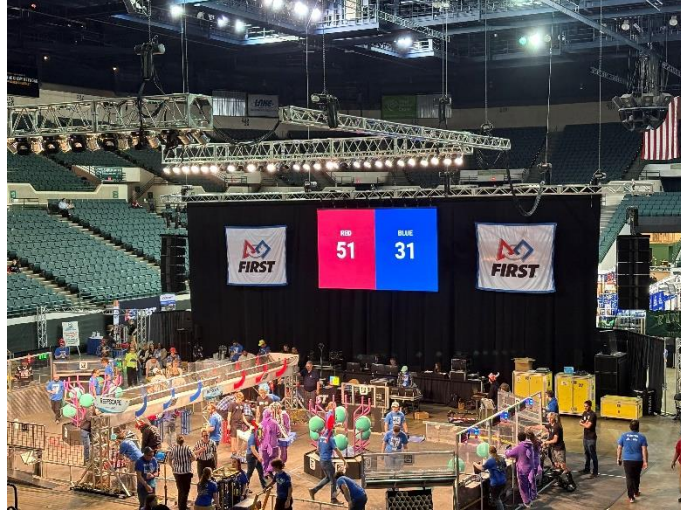
Profile of Verbal Judo
Participants in the Verbal Judo Program will learn a new gentle approach to being in control of situations without creating stress, without frustration, and without continued conflict, while treating everybody with dignity and respect, making sure that everybody wins!
Completion of some items will guarantee that you will have a positive outcome
Professionally Trained & knowledgeable associates with life experience
Tried & True methods that work on and off the streets, at home, and in the workplace
Accurate and proven results like no other

When to come class two different dates
Pick one of two Training Dates - Either March 13, 2025 OR March 14, 2025. Registration will begin at 0730. Class will be from 0800 to 1700 with a one-hour lunch (lunch provided).
Where
Northwest State Community College, 22600 SR 34, Archbold, Ohio, E Building Auditorium.
Cost
No Cost to attend either Session (Please ONLY choose ONE session as they are the SAME). Plenty of free parking on site and Lunch will be provided free to Attendees. 8 OPOTA CPT DV hours have been requested and are Pending.
To Register
Please email MAGLOCLN Training Specialists Terry Bannigan at tbannigan@maglocln.riss.net or Tish Casey at tcasey@maglocln.riss.net Your email must provide: Session Date, First & Last Name, Rank, Agency Name, Agency Address, Email, & Phone. If you have any questions or issues, please contact MAGLOCLN Ohio Law Enforcement Coordinator Bill Stidham at wstidham@maglocln.riss.net or 419-957-1294.

Testimonial
Sean O'Neill is a Sergeant in Des Moines, Iowa. He serves as the Verbal Judo and Tactical Communications instructor for the Des Moines Regional Police Academy and is a certified Law Enforcement Instructor through the Iowa Law Enforcement Academy and the FBI. He is a Hostage / Crisis Negotiator with the Metro Special Tactics and Response (STAR) Team. Sean graduated with honors and obtained his Bachelor's Degree in Sociology with a concentration in Criminology from Coastal Carolina University in 2014 and obtained his Master's Degree in Public Administration from Upper Iowa University in 2018. Sean is a passionate Verbal Judo advocate and knows that Verbal Judo has contributed to his successful career in Law Enforcement and beyond. It is for that reason he is committed to delivering Verbal Judo to a new generation of officers and citizens in a fun and insightful manner.

Vice President – Workforce Development
April 2025
Submitted by: Jim Drewes

NSCC Cryptic Cyborgs Robot Team – Competed at the Buckeye Regional at Cleveland State April 3 – 5. Placed 10th out of 60 teams and reached the afternoon championship round as the 8th seed.



Vice President; Human Resources & Leadership Development
April 2025
Submitted by: Katy McKelvey

Recruiting:

We have filled the following roles:

- Nursing Faculty
- Clinical Teaching Assistant
- Industrial Technology Faculty (Machining & CNC)
- Training & Equipment Manager (Manufacturing)
- Cook

We are recruiting for the following roles:

- Chemistry Faculty
- Training Coordinator- Mechanical & Fluid Power
- Training Coordinator- Electrical & Automation (Van Wert)
- Training Coordinator- Electrical & Automation
- Workforce Sales Coordinator
- Associate VP- Academics
- Food Services (part-time)
- Customer Service Specialist
- Chief Information Officer
- Executive Director of Institutional Research

Part-Time Instructor Stay Interviews

We have started conducting stay interviews with our part-time instructors. Our goal is to learn about concerns that we may have an opportunity to improve as well as insight as to why our part-time instructors enjoy working at NSCC.

Employee Training

We are conducting mandatory Title IX & Title VI training for all employees April 22, 23 & 24. Our previous Title IX Coordinator, Adrienne Murray, will be co-leading these sessions with our current Title IX Coordinator, Shannon Floyd, Executive Director of Learner Services. Holding face to face training allows for employees to get to know our Title IX Coordinator and to ask questions about the training.

Employee Engagement Events:

Employee Appreciation Luncheon – We celebrated Employee Appreciation Week by hosting an Employee Appreciation Luncheon. The luncheon was catered by Hill’s Restaurant & Catering out of Napoleon, who served over 125 employees. Board member John Poulson graciously spent his time serving our employees within the food service line.



Employee Luncheon & Bingo - Hill's Restaurant & Catering served a wonderful pasta bar for employees on April 8th. Bingo was also added for a fun spin on the day and resulted in friendly competition. Over 115 employees joined us for this popular event.



Upcoming Events:

- May 1st – Gloria Arps’ Retirement Celebration
- May 7th – Exam Refresh Station
- June 9th – Employee Event



Acct	AccountTitle	Original Budget	YTD Budget Adjust	Adjusted Budget	YTD Actual	YTD Encumb	Avail Balance
5101	Instructional Fees	\$15,471,079	\$2,959,324	\$18,430,403	\$14,649,980	\$0	\$3,780,423
5102	General Fees	\$479,250	\$88,776	\$568,026	\$511,630	\$0	\$56,396
5103	Lab Fees	\$395,000	\$37,000	\$432,000	\$432,537	\$0	-\$537
5105	Out of State Fees	\$442,355	\$0	\$442,355	\$439,888	\$0	\$2,467
5107	Proficiency Fees	\$3,000	-\$1,500	\$1,500	\$1,680	\$0	-\$180
5109	Other Fees	\$3,050	\$3,000	\$6,050	\$5,722	\$0	\$328
5110	Late Fees	\$12,300	-\$6,000	\$6,300	\$7,350	\$0	-\$1,050
5115	Student Fees	\$88,500	\$8,300	\$96,800	\$85,567	\$0	\$11,233
5116	Deferred Payment Service Fee	\$3,650	\$350	\$4,000	\$3,540	\$0	\$460
5118	Bus & Ind. Traing Fee	\$4,195,000	-\$50,000	\$4,145,000	\$2,620,524	\$0	\$1,524,476
5119	Deposit ADN - Admissions	\$0	\$0	\$0	\$200	\$0	-\$200
5130	Instr Fee - Nursing Cont Ed	\$1,500	\$0	\$1,500	\$0	\$0	\$1,500
5131	Provider Fee - Nursing Cont Ed	\$3,500	\$0	\$3,500	\$600	\$0	\$2,900
5133	Tuition and Fees Schlop Allow	-\$2,192,631	\$0	-\$2,192,631	-\$1,346,551	\$0	-\$846,080
5155	Fiscal Agent Fee	\$99,166	\$0	\$99,166	\$86,001	\$0	\$13,165
5157	Finger Printing Fee	\$30,000	\$0	\$30,000	\$23,190	\$0	\$6,810
5159	Career Advantage Fee	\$37,000	\$3,400	\$40,400	\$43,425	\$0	-\$3,025
5160	Simulation Fee	\$47,000	-\$11,000	\$36,000	\$33,359	\$0	\$2,641
5161	Career Service Fee	\$676,000	-\$76,000	\$600,000	\$649,709	\$0	-\$49,709
5162	Unallocated Reserves	-\$3,210,269	\$1,008,287	-\$2,201,982	\$0	\$0	-\$2,201,982
5163	OBR Capital Funds (State)	\$9,400,000	-\$3,500,000	\$5,900,000	\$0	\$0	\$5,900,000
5503	Foundation - Instl Supprt	\$140,000	\$0	\$140,000	\$0	\$0	\$140,000
5507	Project Independence Wildfire	\$0	\$0	\$0	\$5,586	\$0	-\$5,586
5603	Misc Revenue	\$0	\$0	\$0	\$13	\$0	-\$13
5610	Photo ID	\$670	\$0	\$670	\$570	\$0	\$100
5611	Over / Short	\$0	\$0	\$0	-\$20	\$0	\$20
5614	Miscellaneous Income	\$2,759,808	-\$1,157,968	\$1,601,840	\$1,097,573	\$0	\$504,267
5616	Facility Rental - Room Charge	\$35,000	\$0	\$35,000	\$20,455	\$0	\$14,545

Budget - Monthly Verifications Report

Acct	AccountTitle	Original Budget	YTD Budget Adjust	Adjusted Budget	YTD Actual	YTD Encumb	Avail Balance
5619	Facility Rental - Taxable	\$4,000	\$0	\$4,000	\$0	\$0	\$4,000
5642	E Sports Revenue	\$700	\$0	\$700	\$0	\$0	\$700
5753	Catering Sales - Nontaxable	\$0	\$0	\$0	\$130	\$0	-\$130
5801	OBR - Subsidy	\$15,986,108	-\$73,204	\$15,912,904	\$10,633,004	\$0	\$5,279,900
5803	OBR - Capital Component	\$120,629	\$0	\$120,629	\$90,459	\$0	\$30,170
5901	Investment Income	\$50,000	\$0	\$50,000	\$44,553	\$0	\$5,447
Revenue	Sub-Total:	\$45,081,365	-\$767,235	\$44,314,130	\$30,140,674	\$0	\$14,173,456
6101	Administrative Salaries	\$4,076,271	\$66,667	\$4,142,938	\$2,617,974	\$0	\$1,524,964
6102	Non Instructional Salaries	\$3,415,374	\$0	\$3,415,374	\$2,250,267	\$0	\$1,165,107
6103	Part Time Non Instructional	\$186,454	\$0	\$186,454	\$88,307	\$0	\$98,147
6104	Salary Savings	-\$250,000	\$0	-\$250,000	\$0	\$0	-\$250,000
6121	Academic Salaries	\$3,778,610	\$0	\$3,778,610	\$2,276,164	\$0	\$1,502,445
6122	Academic Overload	\$700,436	\$0	\$700,436	\$423,204	\$0	\$277,232
6123	Part Time Academic	\$1,442,959	-\$50,000	\$1,392,959	\$916,563	\$0	\$476,397
6124	Independent Study	\$12,395	\$0	\$12,395	\$4,238	\$0	\$8,158
6125	Academic Advising	\$2,950	\$0	\$2,950	\$0	\$0	\$2,950
6141	Part Time Student Help	\$76,076	\$0	\$76,076	\$35,433	\$0	\$40,643
6142	Work Study Student	\$15,000	\$0	\$15,000	\$1,729	\$0	\$13,271
6143	Student Tutoring	\$3,000	\$0	\$3,000	\$0	\$0	\$3,000
6144	Faculty Tutoring	\$41,000	\$0	\$41,000	\$22,543	\$0	\$18,457
6145	Honorarium	\$2,400	\$0	\$2,400	\$397	\$0	\$2,003
6200	Fringe Expense	\$4,431,563	\$0	\$4,431,563	\$2,705,271	\$0	\$1,726,292
6201	STRS	\$0	\$0	\$0	-\$2,762	\$0	\$2,762
6203	SERS	\$0	\$0	\$0	\$4	\$0	-\$4
6210	Fringe Actual	\$0	\$0	\$0	\$606,824	\$0	-\$606,824
6211	Medical	\$0	\$0	\$0	-\$264,321	\$0	\$264,321
6216	Misc Insurances	\$0	\$0	\$0	-\$142	\$0	\$142
6218	HRA	\$15,000	\$0	\$15,000	\$3,805	\$0	\$11,195
6301	Workers Compensation	\$15,000	\$0	\$15,000	\$16,103	\$0	-\$1,103
6302	Unemployment Compensation	\$3,000	\$12,000	\$15,000	\$21,028	\$0	-\$6,028
6303	Employee Fee Waiver	\$60,000	\$0	\$60,000	\$63,545	\$0	-\$3,545

Budget - Monthly Verifications Report

Acct	AccountTitle	Original Budget	YTD Budget Adjust	Adjusted Budget	YTD Actual	YTD Encumb	Avail Balance
6304	Bookstore Employee Discount	\$4,000	\$0	\$4,000	\$1,357	\$0	\$2,643
6305	Employee Assistance	\$3,000	\$0	\$3,000	\$550	\$0	\$2,450
6306	Employee Appreciation	\$27,500	\$0	\$27,500	\$11,639	\$1,695	\$14,166
6307	Faculty / Staff Development	\$106,200	-\$200	\$106,000	\$59,561	\$0	\$46,439
6308	YE Vac / Severance Accls	\$45,000	\$0	\$45,000	\$0	\$0	\$45,000
6310	IBEW Instructor Fee Waiver	\$0	\$0	\$0	\$6,058	\$0	-\$6,058
7101	Office Supplies	\$43,222	\$1,300	\$44,522	\$16,898	\$116	\$27,508
7102	Copier Supplies	\$17,620	\$0	\$17,620	\$15,687	\$612	\$1,321
7103	Recruiting Supplies	\$22,350	\$0	\$22,350	\$6,763	\$0	\$15,587
7121	Computer Supplies	\$46,810	\$0	\$46,810	\$25,411	\$0	\$21,399
7131	Instructional Supplies	\$333,385	-\$26,685	\$306,700	\$85,260	\$30,391	\$191,048
7132	Lab Supplies	\$49,300	-\$500	\$48,800	\$16,155	\$0	\$32,645
7134	ADA Hearing Impaired Books	\$3,000	\$0	\$3,000	\$0	\$0	\$3,000
7135	Instructional Food/Snacks	\$28,600	\$0	\$28,600	\$9,082	\$0	\$19,518
7136	Linen and Laundry	\$360	\$0	\$360	\$180	\$0	\$180
7138	Graduation Supplies	\$26,150	\$0	\$26,150	\$2,303	\$0	\$23,847
7151	College Car Supplies	\$990	\$0	\$990	\$28	\$0	\$962
7156	Miscellaneous Supplies	\$14,450	-\$50	\$14,400	\$2,312	\$0	\$12,088
7157	Employee Awards	\$7,000	\$0	\$7,000	\$3,533	\$608	\$2,859
7161	Library Supplies	\$1,500	\$0	\$1,500	\$284	\$0	\$1,216
7162	Library Books Lost / Replaced	-\$3,953	\$0	-\$3,953	-\$225	\$0	-\$3,728
7171	Audio Visual Supplies	\$33,091	\$0	\$33,091	\$12,035	\$0	\$21,056
7181	Uniforms	\$5,050	\$0	\$5,050	\$1,340	\$32	\$3,677
7182	Janitorial Supplies	\$20,000	\$0	\$20,000	\$13,903	\$3,841	\$2,256
7201	Conferences and Seminars	\$161,904	\$3,600	\$165,504	\$36,075	\$250	\$129,180
7202	Travel	\$163,384	\$8,100	\$171,484	\$59,690	\$0	\$111,794
7203	Development	\$63,500	\$0	\$63,500	\$18,583	\$7,200	\$37,717
7204	Instructional Travel	\$32,900	\$0	\$32,900	\$17,006	\$0	\$15,894
7207	Committee Meetings	\$31,240	\$5,000	\$36,240	\$21,499	\$5,012	\$9,729
7208	Convocation	\$8,000	-\$7,000	\$1,000	\$0	\$0	\$1,000
7209	Travel for Recruiting	\$4,000	\$0	\$4,000	\$0	\$0	\$4,000
7301	Subscriptions and Publications	\$14,835	\$0	\$14,835	\$7,382	\$0	\$7,453

Budget - Monthly Verifications Report

Acct	AccountTitle	Original Budget	YTD Budget Adjust	Adjusted Budget	YTD Actual	YTD Encumb	Avail Balance
7311	Dues	\$189,239	\$9,000	\$198,239	\$185,353	\$6,900	\$5,986
7321	Classified Advertising	\$7,500	\$0	\$7,500	\$1,871	\$0	\$5,629
7322	Radio Advertising	\$65,000	\$0	\$65,000	\$36,693	\$2,300	\$26,007
7323	Brochures	\$20,000	\$0	\$20,000	\$14,468	\$0	\$5,532
7324	Advertising - Papers	\$18,000	\$0	\$18,000	\$9,528	\$6,900	\$1,572
7325	Advertising - Billboards	\$87,000	\$0	\$87,000	\$52,963	\$3,734	\$30,303
7326	Advertising - Miscellaneous	\$84,725	-\$10,050	\$74,675	\$46,493	\$3,130	\$25,052
7328	Advertising - Digital	\$70,000	\$0	\$70,000	\$43,838	\$11,000	\$15,162
7329	Advertise-Wkfrc Devel	\$25,500	\$0	\$25,500	\$14,339	\$511	\$10,650
7330	Regional Campus Marketing	\$2,000	\$0	\$2,000	\$428	\$0	\$1,572
7331	Community Relations Donations	\$500	\$0	\$500	\$0	\$0	\$500
7352	Printing	\$44,200	\$850	\$45,050	\$25,354	\$6,194	\$13,502
7361	Postage	\$24,600	\$0	\$24,600	\$11,363	\$0	\$13,237
7401	Equipment M & R	\$288,863	\$25,685	\$314,548	\$188,358	\$25,778	\$100,412
7402	Buildings M & R	\$210,000	\$0	\$210,000	\$47,026	\$14,125	\$148,850
7403	Grounds M & R	\$30,000	\$3,858	\$33,858	\$9,903	\$2,510	\$21,445
7404	Parking Lot M & R	\$40,000	\$3,642	\$43,642	\$43,642	\$0	\$0
7405	Water Tower M & R	\$302,000	\$0	\$302,000	\$1,135	\$0	\$300,865
7406	Vehicles M & R	\$30,000	\$0	\$30,000	\$17,499	\$8,985	\$3,516
7407	Equipment Replacement	\$10,000	\$0	\$10,000	\$7,692	\$0	\$2,308
7408	Equipment Rental	\$38,500	-\$7,500	\$31,000	\$15,854	\$4,394	\$10,752
7409	Facilities Rental	\$5,054,638	\$1,300,000	\$6,354,638	\$2,492,421	\$7,500	\$3,854,717
7501	Professional Fees	\$127,250	\$0	\$127,250	\$45,010	\$42,728	\$39,512
7502	Legal Fees	\$29,000	\$0	\$29,000	\$12,246	\$1,381	\$15,373
7503	Audit Fees	\$40,000	\$0	\$40,000	\$21,700	\$8,300	\$10,000
7504	Accreditation	\$12,897	\$0	\$12,897	\$1,700	\$0	\$11,197
7505	Consultant	\$8,000	\$0	\$8,000	\$0	\$0	\$8,000
7521	Training	\$292,100	\$0	\$292,100	\$246,877	\$0	\$45,223
7522	Testing / Assessment	\$160,950	\$0	\$160,950	\$80,059	\$9,347	\$71,543
7523	Outside Services	\$6,280,754	\$1,346,500	\$7,627,254	\$3,596,240	\$241,447	\$3,789,567
7525	Purchased Services	\$73,839	\$0	\$73,839	\$45,208	\$9,178	\$19,452
7527	Collection Fees	-\$20,000	\$0	-\$20,000	-\$8,230	\$3,101	-\$14,871

Budget - Monthly Verifications Report

Acct	AccountTitle	Original Budget	YTD Budget Adjust	Adjusted Budget	YTD Actual	YTD Encumb	Avail Balance
7528	Policy Compliance	\$3,000	\$0	\$3,000	\$0	\$0	\$3,000
7529	Bank Service Fees	\$10,500	\$0	\$10,500	\$6,210	\$0	\$4,290
7531	Finger Printing Expense	\$28,220	\$0	\$28,220	\$15,289	\$24,000	-\$11,069
7601	Adult Diploma Scholarship	\$25,000	\$0	\$25,000	\$0	\$0	\$25,000
7602	JATC Career Advantage Fee Schl	\$500	\$0	\$500	\$0	\$0	\$500
7603	Honors Scholarship	\$70,000	\$0	\$70,000	\$40,599	\$0	\$29,401
7604	Agency Partner Scholarship	\$12,000	\$0	\$12,000	\$6,084	\$0	\$5,916
7605	Presidential Scholarship	\$1,050,000	\$0	\$1,050,000	\$875,398	\$0	\$174,602
7606	Scholarship Allowance	-\$2,192,631	\$0	-\$2,192,631	-\$1,346,551	\$0	-\$846,080
7607	Agency Graduate Studnt Schlp	\$3,000	\$0	\$3,000	\$0	\$0	\$3,000
7608	Fee Waiver - Senior Citizens	\$6,000	\$0	\$6,000	\$3,957	\$0	\$2,043
7609	Fee Waiver - ONG	\$515	\$0	\$515	\$0	\$0	\$515
7610	CCP Partner Scholarship	\$5,150	\$0	\$5,150	\$0	\$0	\$5,150
7618	Graduation Alliance Schlp	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000
7619	Registration Scholarship	\$204,804	-\$79,000	\$125,804	\$0	\$0	\$125,804
7620	Tech Prep Scholarship	\$11,000	\$0	\$11,000	\$6,500	\$0	\$4,500
7629	Interntl Student Schlp	\$4,120	\$0	\$4,120	\$0	\$0	\$4,120
7630	PSEO/CCP Schlp & Books	\$690,042	\$0	\$690,042	\$162,585	\$0	\$527,457
7631	Bad Debt Expense	\$105,000	\$0	\$105,000	\$9,500	\$0	\$95,500
7632	Capital Lease Interest	\$61,000	\$0	\$61,000	\$60,952	\$0	\$48
7633	Contingency Fund	\$86,900	\$0	\$86,900	\$22,196	\$0	\$64,704
7634	Instructional Media	\$11,500	\$0	\$11,500	\$11,969	\$0	-\$469
7635	Database Subscriptions	\$35,000	\$0	\$35,000	\$31,193	\$0	\$3,807
7636	Student Activities	\$27,225	\$0	\$27,225	\$11,080	\$0	\$16,145
7637	Student Group	\$300	-\$300	\$0	\$0	\$0	\$0
7638	Fund Raising	\$0	\$0	\$0	\$11,517	\$356	-\$11,873
7639	Prior Year Adjustment Bad Debt	-\$110,000	\$0	-\$110,000	-\$19,748	\$0	-\$90,252
7642	Alumni Fund Expense	\$11,600	\$0	\$11,600	\$7,637	\$0	\$3,963
7644	Miscellaneous	\$63,800	\$0	\$63,800	\$2,153	\$0	\$61,647
7645	Business Competition	\$800	-\$800	\$0	\$311	\$0	-\$311
7646	Administrative Retreat	\$400	\$0	\$400	\$0	\$0	\$400
7650	Strategic Planning	\$500	\$0	\$500	\$43	\$0	\$457

Budget - Monthly Verifications Report

Acct	AccountTitle	Original Budget	YTD Budget Adjust	Adjusted Budget	YTD Actual	YTD Encumb	Avail Balance
7660	Open House	\$500	\$0	\$500	\$0	\$0	\$500
7667	CCP Scholarship	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000
7670	Road to Success Schlp	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000
7671	Sports Club Schlp	\$20,000	\$0	\$20,000	\$31,157	\$0	-\$11,157
7676	TRIO - NSCC Scholarship	\$5,000	\$0	\$5,000	\$1,241	\$0	\$3,759
7677	Tuition Reduction - Cares	\$0	\$79,000	\$79,000	\$149,841	\$0	-\$70,841
7681	Fee Waiver - CTS	\$0	\$0	\$0	\$0	\$0	\$0
7701	Gas	\$65,000	\$0	\$65,000	\$18,062	\$46,938	\$0
7702	Electricity	\$150,000	\$50,000	\$200,000	\$153,059	\$0	\$46,941
7703	Electricity - Water Tower	\$2,699	\$0	\$2,699	\$2,059	\$441	\$199
7704	Water	\$7,000	\$500	\$7,500	\$3,583	\$3,827	\$90
7705	Sewer	\$35,000	\$3,000	\$38,000	\$23,880	\$14,105	\$15
7706	Waste Collection	\$8,000	\$600	\$8,600	\$5,044	\$3,516	\$40
7707	Telephone	\$89,644	\$0	\$89,644	\$29,587	\$23,433	\$36,624
7722	Employee Liability Insurance	\$14,400	\$0	\$14,400	\$32,625	\$0	-\$18,225
7724	Motor Vehicle Insurance	\$28,000	\$622	\$28,622	\$36,678	\$0	-\$8,056
7725	Property Insurance	\$109,319	-\$622	\$108,696	\$84,375	\$0	\$24,321
7727	Prof Liab Students	\$13,897	\$1,400	\$15,297	\$15,818	\$0	-\$521
7728	Travel- Intramural/Recreatl	\$2,250	\$0	\$2,250	\$0	\$0	\$2,250
7729	Cyber Liability Insurance	\$18,100	\$0	\$18,100	\$21,556	\$0	-\$3,456
7901	Library Books	\$12,000	\$0	\$12,000	\$4,464	\$0	\$7,536
7902	Fixtures and Furnishings	\$512,261	-\$20,400	\$491,861	\$29,644	\$164,217	\$298,000
7903	Software and Licensing	\$829,978	\$50	\$830,028	\$613,711	\$23,405	\$192,912
7904	Building Projects	\$9,400,000	-\$3,500,000	\$5,900,000	\$0	\$0	\$5,900,000
7911	Equipment	\$489,140	\$8,500	\$497,640	\$185,690	\$43,612	\$268,338
7912	Motor Vehicles	\$30,000	\$6,000	\$36,000	\$30,258	\$0	\$5,742
Expense Sub-Total:		\$45,081,365	-\$767,233	\$44,314,132	\$20,934,768	\$817,051	\$22,562,313