

**2013-2018 Strategic Plan for Northern Oklahoma College
September 2016 Quarterly Update**

Goal 1A Enhance the quality of life for students.

Goal 1A Year 4 Priority:

- *Identify additional resources for ESL services—e.g. reviewing peer institutions, investigating possible grants for ESL Writing lab and undergraduate International Studies & Foreign Language Program (U.S. Dept of Ed) with Coordinator for International Students as potential P.I.*

Goal 1A Updates:

- Surveys were provided students attending Get Going with Gateway and Mav Pride sessions to gather feedback on which sessions were attended and their helpfulness. Survey results appear below:

Get Going with Gateway-37 responses

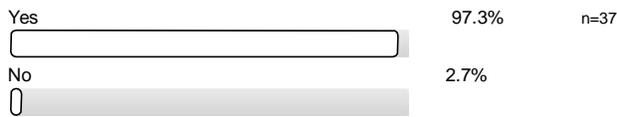
Survey Results

1. Experience

General Session



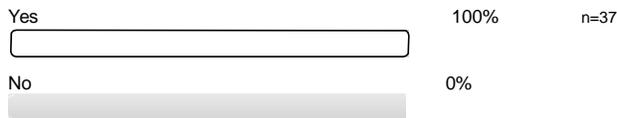
Global Education



Help Session



Financial Aid



2. Family

Did your family attend with you?



Did your family member attend the parent session?



No 42.9%

Did they find the parent session useful?

Yes 57.1% n=7

No 42.9%

3. Other Feedback

Did you attend the lunch session and the vendor booths?

Yes 97.3% n=37

No 2.7%

Did you find the lunch session interactive and useful?

Yes 100% n=36

No 0%

Did you meet your faculty advisor?

Yes 89.2% n=37

No 10.8%

Did you make any valuable connections with others during this event?

Yes 81.1% n=37

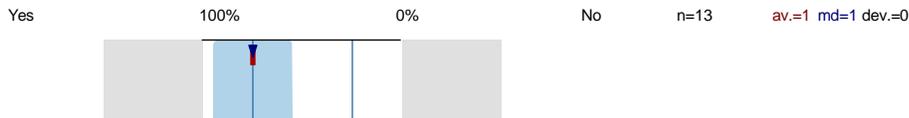
No 18.9%

Mav Pride Day-13 responses

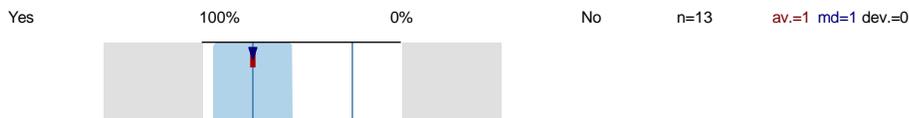
Survey Results

1. Experience

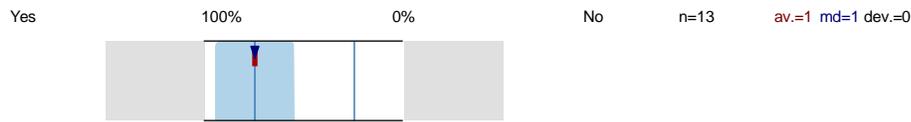
Student Activities and Intramurals



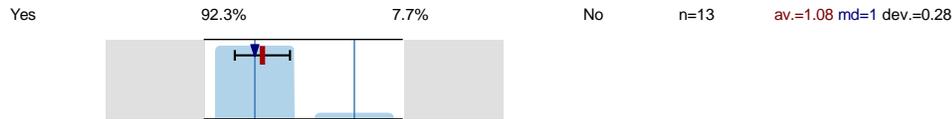
Bookstore



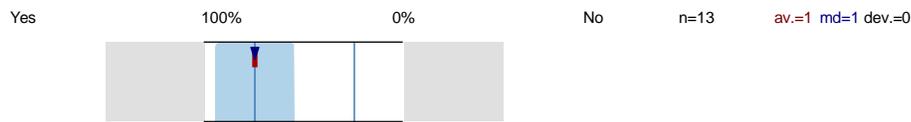
Counseling Services



Social Media



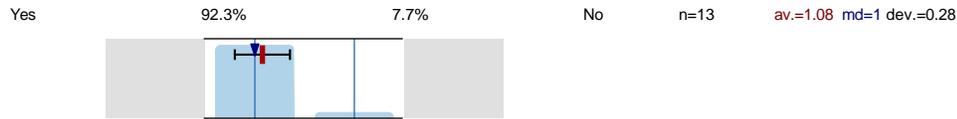
Financial Aid



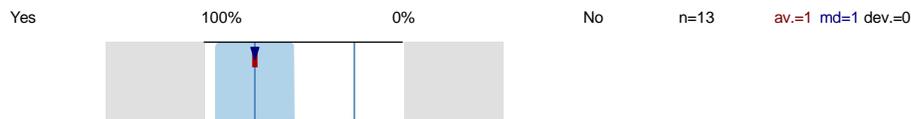
Global Education



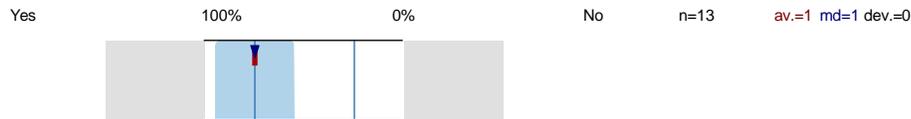
Voter Registration, Tutoring, and Internships/Job Shadowing



Registration/Enrollment

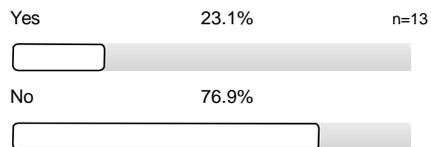


Scholarships

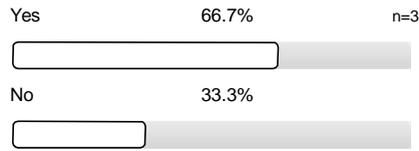


2. Family

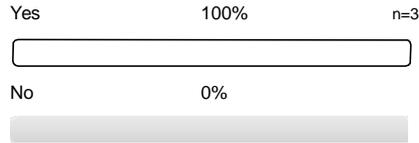
Did your family attend with you?



Did your family member attend the parent session?

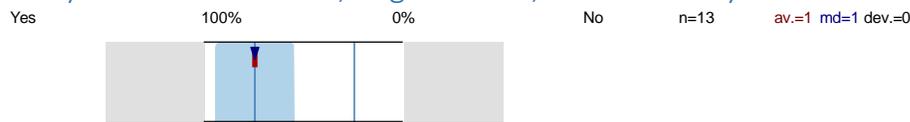


Did they find the parent session useful?

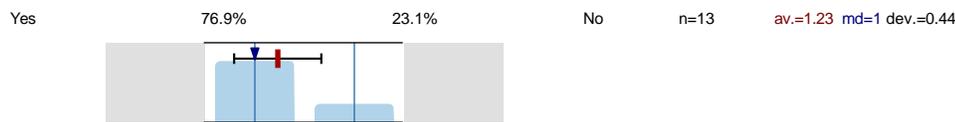


3. Other Feedback

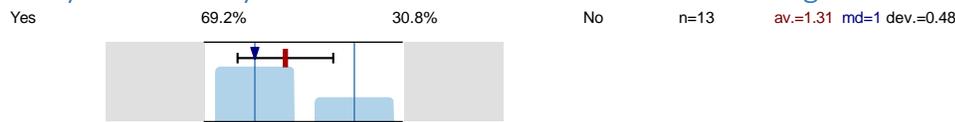
Did you attend the Club, Organization, & Community Fair?



Did you meet your faculty advisor?



Did you make any valuable connections with others during this event?



- As part of the pre-semester orientations for students, Rae Ann Kruse presented on internship and tutoring opportunities, and division chairs and other faculty representatives met with students declaring majors in their areas to provide overviews of program expectations and employment opportunities. In addition, to assist concurrent students in orientation to their first college semester, Dr. Kruse contacted all high school counselors of 280 concurrently-enrolled students and notified them of informative video links students could watch on available student services.
- A training workshop was held for NOC-Stillwater Student Success Center tutors on Aug. 27. Rae Ann Kruse organized the event with the assistance of Shannon Cunningham, Janet Jarvis, the Success Center supervisors, and faculty liaisons. A similar training session will be held in Enid and Tonkawa once all tutors have been identified.

Goal 1B Enhance recruitment, retention, and graduation

Goal 1B Year 4 Priorities:

- Utilize exit interview to collect feedback on why students chose NOC to aid in recruitment.
- Develop and begin implementing a more comprehensive strategic enrollment plan.

Goal 1B Updates:

- To gather input from NOC employees and constituencies on the strategic enrollment plan, town halls were scheduled in Tonkawa on Monday, September 19, 2:00-4:00; in Enid on

Wednesday, September 21, 3:00-5:00, and in Stillwater on Thursday, September 29, 2:00-4:00.

- The Retention Committee met twice during the summer and on September 1 to identify retention strategies for students who may need additional support services. One group identified for additional focus was first-generation students. Rae Ann Kruse and Kathleen Otto presented information on NOC first-generation demographics from Fall 2015 students with less than 30 hours. The parameters for first generation were established by the NOC online application, OK community college guidelines, and granting agencies. International students were not included in the data because they do not complete the online application. The group noted there is a higher percentage of first generation students in our Native American population. Eugene Smith shared additional research on first-generation students that will be further highlighted in 2016-2017 professional development opportunities. The Retention Committee recommended identifying beginning students not enrolled in Orientation and undeclared majors not enrolled in World of Work. The IR Director assisted in gathering rosters of these groups and Retention Specialists made calls to get students enrolled. In addition, Dr. Kruse surveyed faculty during in-service and Kathleen Otto emailed the same survey to staff regarding their own first generation status and if they were willing to support a First Generation initiative at NOC. Survey results are shown below:

First-Gen Survey Results

Were you a first generation student?

	<i>Yes</i>	<i>No</i>	<i>Total Surveyed</i>	<i>% of First Gen</i>
Faculty	34	29	63	54%
Staff	18	15	33	55%
Total	52	44	96	54%

Would you be interested in learning more about this network?

	<i>Yes</i>	<i>No</i>	<i>Total Surveyed</i>	<i>% Interested</i>
Faculty	42	20	63	67%
Staff	24	9	33	73%
Total	66	29	96	69%

- An additional recommendation from the Retention Committee was to create enrollment checklists to clarify processes for students and their parents. Initial checklists were created by Rae Ann Kruse and Kathleen Otto for review; these checklists were expanded to mirror a packet created for NOC Stillwater with screenshots of key log-in information created by Stillwater’s Retention Specialist, Shila Rahey. The checklist assists students in applying to NOC, enrolling in courses, and being prepared for the first day of class. The list is being reviewed by the Retention committee and Executive Council and is projected to be completed before spring enrollment begins in October.
- Online summer course syllabi were compared to onsite course syllabi for consistency of course objectives, assignments, and grading systems.

Goal 2 Cultivate and maintain partnerships to inform and improve academics, student experiences, and regional needs.

Goal 2 Year 4 Priorities:

- *Continue to develop degree options and certificates to meet regional needs.*
- *Continue to expand internship opportunities—identifying local and regional businesses for internships, summer jobs, and job shadowing.*

Goal 2 Updates:

- The Agriculture Advisory Board meeting was hosted on September 1, 2016, with board members Calvin Crumrine, Keith James, Francie Tolle, Jeremy Johns, and Dale DeWitt in attendance, as well as representatives from Northern. Additional advisory board meetings scheduled for 2016-2017 include Mass Communications on September 22; Process Technology (combined with mock job interviews) on September 30, 2016; a Business Advisory Board meeting on November 3, 2016, and April 12, 2017; a Criminal Justice Advisory Board meeting on March 1, 2017; and a Nursing Advisory Board meeting on April 14, 2017.
- Students worked with the Dean of Academic Services, Rae Ann Kruse, to establish internships, including a summer internship for Mathew Gray at Tonkawa High School. Mathew wants to be a band director so he assisted Mr. Christopher Reeder, THS Band Director, with band camp from July 18-August 5. In addition, Josh Swain completed a summer internship at Blackwell Animal Hospital with Dr. Larry Wyckoff. Josh was an Agriculture Science student who has transferred to OSU-OKC Vet Tech program. Fall internships have been arranged for Travis Craig (Business), Cheyenne George (Business), Katie Davis (Ag), Aspen Evans (Ag), Colton Shultz (Mass Comm) and Christy Hooley (Mass Comm). Internships are pending for two DMI students. Rae Ann has also assisted with job shadowing efforts, establishing a fall job shadowing experience for Dylan Mulligan at Northern OK Regional Pediatric Clinic in Ponca City. Dylan is a pre-med major. In addition, Rae Ann Kruse created a job shadowing directory for World of Work instructors. The directory is a list of area businesses who might be willing to have a student observe for three hours as part of the course requirements.

Goal 3 Upgrade facilities for quality and efficiency.

Goal 3 Year 4 Priorities:

- *Continue progress on design and construction of new Stillwater building.*
- *Continue upgrades of electrical systems, fiber, and backup recovery in Enid and Tonkawa.*
- *Continue reviewing scope of renovation for Harold Hall (Tonkawa).*
- *Replace HUB equipment in Enid.*
- *Enhance Wifi.*
- *Begin planning process for Wellness Center in Enid.*
- *Renovate alumni/booster/donor rooms in Tonkawa and Enid.*

Goal 3 Updates:

- Renovations to Central Hall are nearing completion, and an Open House has been scheduled for Wednesday, Oct. 19, 11:00-1:00, to celebrate the restoration of Northern's most historic building. In addition to a completely renovated interior, Central has new windows and a new boiler is being installed.

- Renovations were completed on Boehme and Threlkeld residence halls restrooms, and Earl Butts Dorm has several renovation projects nearing completion with replacement of broken windows and exterior painting and cleaning.
- Biweekly meetings continue for the NOC Stillwater building design. Summer meetings brought in different groups to review the needs for advisement, testing, staff offices, faculty offices and classrooms, the nursing facility, and others. Projected completion of the building is set for Fall 2018.

Goal 4 Enhance professional development and quality working conditions for NOC employees.

Goal 4 Year 4 Priorities:

- *Develop job manuals for staff positions to ease transitions and continue to update job descriptions.*
- *Continue to review the process for employee performance evaluations with further examination of the 360 degree evaluation process.*
- *Provide employees with salary comparisons from NOC, peer institutions, national leaders, etc.*
- *Provide support for faculty to meet new HLC coursework requirements of 18+ graduate hours in area of instruction.*
- *Provide ongoing technology training and fitness options for employees in all locations.*

Goal 4 Updates:

- During fall in-service week, faculty training opportunities were offered for ITV and Blackboard, both best practices and technical assistance.
- Funds were allocated for 2016-2017 to allow all full-time faculty up to \$855 each for professional development. These funds may also be applied toward graduate coursework required with the R and R application available, as funds allow, for further reimbursement.
- \$15,000 was also budgeted in 2016-2017 for both faculty and staff professional development to fund speakers, workshops, and other on-site training opportunities. In addition, through Presidential Partners funding, faculty and staff who participate in professional development will be eligible for drawings in which eight \$25 gift cards will be distributed in fall and spring, \$200 each semester total for faculty and \$200 each semester total for staff.
- Faculty salaries were compared to peer institutions and shared at Fall 2016 in-service sessions.

Average Salary Paid 9-10 month FTE for 2014-2015-\$49,528

NOC Average Salary 9-10 month FTE for 2014-2015-\$48,536*

NOC was ranked 3rd highest among 12 community colleges in Oklahoma (Source: September 2015 Report from the Oklahoma State Regents for Higher Education, <https://www.okhighered.org/studies-reports/faculty-salary/2014-15.pdf>).

NOC Average salary for 2016-2017 (as of 6-30-2016): \$49,376

- The ratio of full-time faculty positions to enrollment was also compared to peer institutions as noted below:

Tulsa Comm College- 258 / 26,355 [1:102]
OK City Comm College- 140 / 20,454 [1:146]
Northern OK College- 96 / 6843 [1:71]
Rose State College- 98 / 12,366 [1:126]
Murray State College- 49 / 3151 [1:64]
Northeastern OK A & M- 61 / 2911 [1:47]

Western OK State College- 38 / 2202 [1:58]
Connors State College- 43 / 3023 [1:70]
Seminole State College- 31 / 2631 [1:84]
Eastern OK State College- 39 / 2209 [1:57]
Carl Albert Com College- 48 / 2856 [1:60]
Redlands Comm College- 23 / 3621 [1:157]

Source: September 2015 Report from the Oklahoma State Regents for Higher Education

<https://www.okhighered.org/studies-reports/faculty-salary/2014-15.pdf>

<http://www.okhighered.org/studies-reports/enrollment/Trends/10-yr-comparison-annual-hc-0506-1415.pdf>

- Updates were made to employment packets and all forms posted on the HR webpage on the NOC website: <http://www.noc.edu/prospective-employee>. Packets are listed by the type of employee being hired (faculty or staff) as well as the pre-employment packet, benefit packet, and new hire procedures for supervisors. The HR Director emailed out a notice of the updates to all current employees in September 2016. Dr. Evans, Anita Simpson, and Shannon Cranford attended a meeting on Sept. 15 dealing with the Fair Labor Standards Act and interpretations of new exempt and non-exempt status guidelines.
- Training has also been scheduled for Adobe e-sign on Monday, Oct. 3. This program will allow for expedited processes in areas such as the creation of contracts, textbook adoptions, and purchase orders.
- Blackboard Administrator Bobbie Carson created Blackboard pages to track professional development participation for both faculty and staff. This tracking will be used for a new incentive program, sponsored by Presidential Partners, in which eight \$25 gift cards each for faculty and for staff will be drawn both in December and May of each year from those who have participated in professional development events. DeLisa Ging, chair of the faculty professional development committee, and Rae Ann Kruse, chair of the staff professional development committee, each sent out surveys to determine faculty and staff interest in different professional development topics for 2016-2017.
- The myNOC page maintained by DeLisa Ging for faculty professional development continues to grow and be used as a regular resource for faculty, as indicated by the number of downloads shown in the screenshot below:

Modify Grade - Destiny Mu | Turnitin Document Viewer | Instructional Resources - X | portal.noc.edu | MSN.com - Hotmail, Outloc

portal.noc.edu/ICS/Teacher_Resources_Professional_Development.jnz?portlet=Handouts

Instructional Resources & Professional Development

Handouts

Manage | File Tools

Northern Oklahoma College's Professional Development Program: An Overview
[Professional Development Information--Updated April 2015](#) (.docx, 13K, Downloaded: 365 times)

The Fall 2016 Professional Development Offerings
[The Fall 2016 Professional Development Opportunities](#) (.docx, 194K, Downloaded: 23 times)

Professional Development Evaluation Form for all Professional Development Opportunities and Webinars
 Hello Faculty,
 When time allows, please, take a few moments to fill out a Professional Development Evaluation for each training, session, or webinar you attend. It is the Office of Professional Development's mission to meet your professional development needs.
 DeLisa
[Professional Development Evaluation Form](#) (.docx, 15K, Downloaded: 90 times)

Fee-Based Turnitin.com Professional Development
[Information on Turnitin.com's Fee-Based Professional Development](#) (.pdf, 71K, Downloaded: 336 times)
 Turnitin.com offers fee-based professional development opportunities if you would like to add to your knowledge of Turnitin.com's various functions.

Blackboard Information for Faculty
[Blackboard Basics Handout--Updated April 26, 2016](#) (.docx, 42K, Downloaded: 411 times)
[Blackboard Q & A--Updated April 26, 2016](#) (.docx, 2260K, Downloaded: 344 times)
 Let me know if you have questions regarding Blackboard's capabilities because other colleagues might have the same questions.

Handouts Involving Best Practices
[Interactive Television \(ITV\) Best Practices](#) (.docx, 16K, Downloaded: 212 times)
[Active Learning Strategies That Can be Used in the Classroom--Compiled from the ITV Best Practices In-Service Discussions](#) (.docx, 12K, Downloaded: 177 times)
[Easy Ways to Transform Your Online Courses Using Quality Matters](#) (.pptx, 968K, Downloaded: 191 times)
[Using Discussion Board: Dynamic Learning Is in the Details](#) (.pptx, 78393K, Downloaded: 86 times)
[The Perfect Circle: Aligning Learning Objectives, Learning Activities, and Learning Assessments with a Focus on Critical Thinking \(The Entire Presentation\)](#) (.pptx, 3551K, Downloaded: 14 times)
[The Perfect Circle: Aligning the Learning Objectives, Learning Opportunities, and Learning Assessments with a Focus on Critical Thinking \(The Abbreviated Presentation\)](#) (.pptx, 3262K, Downloaded: 14 times)

Creating Courses That Meet ADA Compliance
[A Checklist for ADA Compliance of Online Courses](#) (.docx, 15K, Downloaded: 233 times)
[Helpful Tips To Create Online Courses That Follow ADA Compliance](#) (.docx, 349K, Downloaded: 246 times)

Archived Professional Development Offerings and Handouts Regarding Those Topics by Semester
[Putting it Politely: Creating Effective Emails](#) (.pptx, 2921K, Downloaded: 138 times)
[Creating an Effective Prezi Presentation](#) (.docx, 3075K, Downloaded: 592 times)
 Hello Faculty,
 This handout was used in the Possible Death to PowerPoint: Creating Dynamic Presentations with Prezi presented on all three campuses in spring 2015.
[Spring 2016 Professional Development Offerings](#) (.docx, 213K, Downloaded: 233 times)
[Fall 2015 Professional Development Offerings--Updated October 19, 2015](#) (.docx, 465K, Downloaded: 254 times)
[Spring 2015 Professional Development Opportunities](#) (.docx, 14K, Downloaded: 372 times)
[Quick Location of the Professional Development Website and the Biography on Barbara Coloroso, Our Fall 2015 In-Service Presenter](#) (.pptx, 5450K, Downloaded: 185 times)

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10:01 AM 9/7/2016

Goal 5 Diversify and increase revenue streams.

Goal 5 Year 4 Priorities

- *Continue exploring external foundations and grants.*
- *Create focus groups to explore increased sales with food services and bookstore revenue, flexible spending option, book rental system, online, e-books, and scholarship book program.*
- *Review/Update NOC Foundation five year action plan and strategic goals.*

Goal 5 Updates:

- The NOC Foundation Board of Trustees met July 19 on the Stillwater campus. Action items that were approved included:

Treasurer's Report. The Board approved the Statement of Financial Position, the NOCF Marketable Securities, the Statement of Activities, and the Budget to Actual Expenditures as of June 30, 2016. Total net assets were \$8,385,268, which reflects a slight decrease from June 30, 2015 audited numbers.

Nomination of Group One Trustee(s). The Board approved NOC Regent Stan Brownlee and NOC Regent Jeff Cowan for group one trustees with terms ending June 30, 2017. Regent Cowan will serve in an ex-officio/non-voting capacity.

Nomination of Group Three Trustee(s). Board approved the following:

- Mrs. Kathi Box – Enid Area (Terms ends 6-30-2019) NEW TERM
- Mrs. LynnDe Funk – Enid Area (Term ends 6-30-2019) NEW
- Mr. Tom Poole – Tonkawa Area (Term ends 6-30-2019) NEW TERM
- Mr. John Little and Dr. Jesse Mendez were recommended removal on the Board

Election of Board Officers. With Tom Poole serving as Chairman, the Board appointed Mike Loftis as Past Chairman and John Martin as Vice Chairman.

Policies and Procedures. The Board approved the Letter of Intent for Planned Gift form and after discussion from Investment Committee, tabled the Investment Policy until the next Board meeting.

- **NOCF New Board Member Orientation and Strategic Planning Retreat** – On September 14, NOCF Trustees met for an orientation with President Evans briefing them on the College and NOCF Executive Director Sheri Snyder briefing them on the Foundation. Also that day, members of the NOC Board of Regents, NOCF Board of Trustees, NOC Executive Council and other key staff members met for an afternoon retreat at NOC Cove. Objectives for the retreat included:
 - Build a collaborative, cohesive fundraising team
 - Connect the Foundation to the NOC Mission, Vision, and Goals as outlined in the strategic plan
 - Review the NOC Foundation strategic goals

Grants

- NOC received notification on Sept. 15 that they had been selected for a Department of Education's NASNTI (Native American-serving, non-tribal institution) grant, worth 1.75 million paid over 5 years. The grant will allow for expansion of services to Native American and low-income students, including cultural diversity programming, certification of 30 online courses through Quality Matters, and enhancement of distance education courses to expand enrollment opportunities at tribal sites.
- A WebAssign Philanthropic Award was awarded to Barb Stadler for \$12,000. She was notified by the company that she may receive more funds. She was asked to assess all of her

technology needs and then notify the company of the amount. Her original request was \$12,000, but the final award amount is still pending.

- Grants were submitted for the KUP Foundation and for two State Farm Youth Advisory Board grants (Astronomy and Service Learning Financial Literacy). These grants were not awarded due to a high number of applications, but material gathered can be updated for the next posting.
- Pending grant award notifications include the OK Arts Council grant, requested to fund Chikaskia Literary Festival, with awards announced September/October 2016; and the KERR Foundation, requested to fund an HD Projector for KPAC, with awards announced December 2016.
- Additional grant applications are in process for a DMI drone through the Wal-Mart Foundation and the TRIO- Upward Bound program for the Enid campus. Possible deadline January 2017.