

**Northern Oklahoma College Strategic Plan**  
**2015-2016 Year-End Updates 6-5-2016**

**Goal 1A Enhance the quality of life for students.**

Goal 1A Year 3 Priorities with Updates

- **Establish additional focus groups to identify new student activities, and begin tracking attendance and feedback on existing activities, meeting with focus groups 2-3 times per semester.**

The Office of Student Affairs met with student focus groups, took surveys of activities and met with faculty and staff to discuss ideas for student activities.

- **Design entrance/exit documents/electronic surveys concerning student interest in activities (potential focus groups in Orientation classes).**

The Office of Student Affairs created entrance and exit documents that were implemented in the spring of 2016. Residence hall students were the first groups who took the surveys.

- **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.**

The International Coordinator position was filled but the person left for a different institution soon after so the position was left unfilled much of 2015-2016. This strategic priority will be evaluated again in year 4.

- **Identify professional development opportunities for faculty and staff working with ESL students.**

A professional development session on working with international populations was scheduled for March 2016, but due to a family emergency, the speaker had to cancel. The Coordinator of Professional Development will try to reschedule in 2016-2017.

- **Promote international student organizations on all three campuses, identifying “champion” for organization both in faculty/staff and student populations.**

Eugene Smith took the International Coordinator position in spring 2016 and has begun the Diversity Committee meetings again, as well as planning a series of professional development options on working with diverse populations. He also has created an International Student Advisory Board (ISAB) for all international students at each campus. The mission of this board is to improve international students’ experiences at Northern by providing feedback to programs and services on campus. ISAB will offer suggestions and serve as a bridge between the international student body and the administration from different areas of Northern. The tab for the International Students page can be found at <http://northok.publishpath.com/international-student-advisory-board>.

- **Explore dedicated spaces for campus activities centered on varied populations—e.g. Native American and International students.**

Working with Munson and Associates, the Grant Coordinator submitted the NASNTI Grant in May 2016. If funded, this grant would allow for renovation of library space for a Cultural Engagement Center, as well as fund a director position and provide resources for professional

development, online and ITV course improvement, and student coaching for Northern's Native American population.

- **Implement additional safety training for employees, including CPR training.**  
The Office of Student Affairs held Run, Hide, Fight training at faculty in-service at the beginning of the academic year paired with sexual assault awareness and prevention training. Active shooter training was held at all locations throughout the academic year.
- **Design and implement online sexual harassment training for students, faculty and staff.**  
The Office of Student Affairs partnered with Everfi to begin offering online training on sexual harassment awareness/prevention for students, faculty and staff for the 2015-2016 academic year.
- **Continue to explore ways to successfully implement mental health days (depression screenings, etc.) on all three campuses.**  
Mental health seminars were held to address suicide prevention, drug/alcohol abuse, sexual assault awareness, depression, anxiety, body image, healthy relationship. The counselors went to training on eating disorders and training on Title IX.
- **Explore technology, particularly apps concerning campus safety.**  
Student Affairs staff met with representatives of 911 shield on current trends in campus safety apps and what their company could offer Northern.

#### Additional Highlights Related to Goal 1A:

- NOC continued to use tutor.com and began presentations on the Stillwater campus with the Dean of Academic Services discussing academic integrity and promoting the use of tutoring resources.
- In February 2016, students were again invited to complete a satisfaction survey, distributed by the Office of Institutional Research. Highest levels of satisfaction were reported for the following items (on a scale of 0 to 5):
  - “Classrooms and general facilities are safe.” (4.47)
  - “Classrooms and general facilities are clean and conducive to learning.” (4.34)
  - “I am able to navigate the NOC website to find information needed for enrollment, financial aid, scholarships, and/or billing.” (4.22)
  - “Faculty are knowledgeable about their subject areas.” (4.21)

### **Goal 1B Enhance recruitment, retention, and graduation**

#### Goal 1 B Year 3 Priorities with Updates

- **Communicate cost of attendance more effectively prior to enrollment, asking students if they will utilize Financial Aid and recommending contact. Also make hard copies of cost comparison chart available at registration sites and ask advisors to review with students before enrolling.**

A new student packet was created, including information specific to transferring to OSU, for NOC Stillwater—available on the NOC website at

[http://www.noc.edu/Websites/northok/files/Content/4382504/Spring\\_2016\\_New\\_Student\\_Checklist.pdf](http://www.noc.edu/Websites/northok/files/Content/4382504/Spring_2016_New_Student_Checklist.pdf).

The template is being reviewed for the creation of a similar packet for Enid and Tonkawa locations.

In addition, the scholarship webpage was updated to clarify processes for students. The updated information can be found at the following link:

<http://www.noc.edu/scholarships>

- **Update checklist in Advisor Handbook and make available as individual handout.**  
Advisor Handbook was updated for 2016-2017 and a timeline for advisement was added so that advisors could print an overall checklist from the handbook to use for quick reference.
- **Provide further student and faculty training in Blackboard.**  
Fall 2016-Coordinator for Professional Development provided Blackboard Best Practices session on all 3 campuses
- **Further utilize Early Alert System to track additional points of departure.**  
Beginning in Fall 2015, additional points of departure for students were tracked more fully by collecting “no show” reports on day 1 of attendance. As a result of the new checkpoint, students who did not plan to attend were dropped earlier, freeing spaces for students trying to add high-enrollment courses.
- **Develop enrollment management plan encompassing marketing, enrollment, and retention.**  
Two senior strategic enrollment professionals from AACRAO visited in April 2016 to guide NOC in developing an enrollment management plan. The two visitors toured all campuses and interviewed students, faculty, staff, and administrative groups to gather feedback on current processes and areas for improvement.
- **Identify new opportunities for hosted events bringing students to campus—e.g. debate tournament in Enid planned for February 2016.**  
This strategic objective is ongoing. The Cherokee High School Debate Tournament took place at NOC Enid on February 12 and 13 and gave area students an opportunity to compete. In a partnership with Chisholm Public Schools, NOC also brought to campus Holocaust survivor and author of *Five Perfect Pebbles*, Marion Blumenthal Lazan, and high school student (and NOC student in Fall 2016) Veronica Fuxa, author of *Red Smoke*. Mrs. Lazan and Ms. Fuxa spoke both to NOC students and area public school students on the Enid campus with livestream video available to the Tonkawa campus.
- **Utilize exit interview to collect feedback on why students chose NOC to aid in recruitment.**  
Exit interview process is still in development, so this priority will carry over to year 4 of the Strategic Plan.
- **Update student demographics as needed through advisor checks.**  
Advisor Handbook lists this update as a regular checkpoint when working with advisees.
- **Incorporate advisor “nudges” by communicating with students about important academic events, such as last day to drop, resources for academic probation, and other student issues.**  
Retention specialists contacted students on probation and those who received midterm grades of D’s and F’s to direct to resources or assist them in dropping classes as needed. The VP for Enrollment Management created lists for faculty of advisees who had not enrolled for Fall 2016 nor filed for graduation, and faculty contacted advisees to encourage them to set an appointment to reenroll, identify why they might be leaving/transferring early, or remind them to file for graduation as needed.

Additional student “nudges” were employed with emails from Registration and Academic Affairs reminding them of enrollment dates, copies of new schedules, and information on tutoring resources.

- **Review programs that can be implemented for first-generation college students—e.g. OSU’s First to Go.**

Through faculty advisement and Retention Committee meetings, the percentage of first-generation college students was shared to assist employees in identifying challenges specific to this population. The International Coordinator and Diversity Officer, Eugene Smith, has scheduled training sessions for 2016-2017 on diversity issues, including a session on first-generation students and their needs. The Retention Committee will also be meeting in late June 2016 to establish a subcommittee to assist in identifying the needs of first-generation students.

Additional Highlights Related to Goal 1B:

- A first-year strategy listed in the Strategic Plan was to review the need for additional online and evening courses. As a result of this review, there have been increases in online offerings in areas of need. In fall 2012, there were 52 sections of online courses; in fall 2015, there were 57 offered.
- Recruiting and retention efforts were enhanced through the following additional 2015-2016 activities:
  - In May, round two of filming was completed for the 360 spins virtual tour of NOC updated on the website. Five additional 360 spin shots will be completed in the summer of 2016.
  - Summer camp activities from Tonkawa, Enid and Stillwater locations were shared with area media as well as posted online at <http://www.noc.edu/summer-camps>.
  - The Marketing Director, Jennifer Smith, has written several feature stories for summer internships as well as recorded four new radio spots for summer 2016.
  - A new section was added on the NOC website and linked to social media entitled #HumansofNOC. These human interest stories are located on the NOC website at [Humans of NOC](#) or Facebook “Humans of NOC” [story on Northern’s Facebook page](#) and will be updated periodically. The early June post reached a record high of 7,235 people, almost 200 likes and 40 comments.

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

Goal 2 Year 3 Priorities with Updates

- **Continue to develop degree options and certificates to meet regional needs.**

The Certificate in Administration and Management of Child Care Programs (an embedded option in the Child Development degree) was approved by the NOC Board of Regents and by the Oklahoma State Regents for Higher Education (OSRHE).

The HPER Division developed a degree option within the HPER Associate of Science degree for Physical Training. Four additional classes were approved by the NOC Curriculum Committee, and the NOC Board of Regents and OSRHE approved the degree option. The new additions were also added to the 2016-2017 Catalog.

- **Continue to expand internship opportunities—identifying local and regional businesses for internships, summer jobs, and job shadowing through World of Work, PTEC classes, and other venues; establishing policy concerning liability and privacy issues; and creating contacts from history of past internships.**

Students were placed in internships with Tonkawa Police Department, VYPE magazine, NOC HS and College Relations, Tonkawa Chamber of Commerce, and GEAR UP.

Seventeen additional internships were advertised and two students were assisted with summer job placement.

The Dean of Academic Services served on the Vance AFB committee to establish internships with Enid educational sites.

A job shadowing assignment was launched in World of Work classes during Spring 2016.

The PTEC Program hosted a student job fair followed by an evening advisory board with industry representatives.

- **Establish additional advisory boards and coordinate existing boards for annual event.** New advisory boards were created for the Mass Communication and Criminal Justice programs.

The Dean of Academic Services assisted chairs and faculty members with existing advisory board meetings and posted minutes to advisory board websites.

Divisions are researching and applying input from advisory committees—e.g. Mac Lab for Mass Communications, portfolio evaluation systems, Farm Management degree—and DMI is asking its advisory committee for input on removing an outdated course.

- **Investigate American Apprenticeship Initiative Grant for program development.** Grants were awarded in September 2015 to mostly urban areas. Closest awardee was in Houston, TX. A sister grant is available in 2016-2017 and the Grant Coordinator is reviewing it for possible fit.

- **Publicize a point of contact for community to communicate interest in business partnerships.**

An internship website was created with the Dean of Academic Services as the point of contact. Photos have been uploaded to highlight students serving in internships this past year.

#### Additional Highlights Related to Goal 2:

- Web pages for all degree programs were updated to provide current labor market information and descriptions of job skills and work environment.

### **Goal 3 Upgrade facilities for quality and efficiency.**

#### Goal 3 Year 3 Priorities with Updates

- **Hire architect for Stillwater facility and begin design planning.**

An evaluation meeting was held April 7<sup>th</sup> to select the architect for the NOC Stillwater building, and the project is currently in the design phase with FlintCo acting as construction manager and providing preconstruction services. A Capital Project Agreement and Ground Lease was also reviewed with OSU representatives in April. Meetings have been scheduled for June and July to begin gathering design input from focus groups who will be utilizing the new facility.

- **Begin Tonkawa cafeteria and residence hall restrooms renovation.**  
Preliminary work began on the restroom remodels for Boehme, Easterling, and Threlkeld Halls in June and is expected to be completed by the Fall 2016 semester. Meetings were held with GH2 on the Student Union for preliminary renovation plans and budget figures. Bids for the Tonkawa cafeteria are being sent out to obtain estimates for flooring, carpentry, and cafeteria serving line equipment.
- **Continue upgrades of electrical systems, fiber, and backup recovery in Enid and Tonkawa.**  
These upgrades are ongoing.
- **Begin renovation of Central Hall (new windows, other renovations as needed).**  
Central Hall renovation began in January 2016 under the direction of GH2 Architects and Lambert Construction. All Spring 2016 Central classes and faculty were relocated to Harold during the renovation with an anticipated completion for Fall 2016 semester classes.
- **Continue reviewing scope of renovation for Harold Hall (Tonkawa).**  
Renovation for Harold Hall will remain in the master plan and be reviewed again in 2016-2017, pending further cuts to state appropriations.
- **Add accessible doors to restroom in Administration building in Tonkawa.**  
An estimate is currently being obtained for this renovation.
- **Replace HUB equipment in Enid.**  
This strategic priority will be evaluated again in year 4 as funding allows.
- **Enhance Wifi.**  
Additional network cable was run in Harold Hall to enhance wifi in hallways and classrooms. Using the Boehme Hall renovation as a template, Easterling and Threlkeld Halls will have wireless service upgraded in June and July 2016.
- **Renovate Residence halls, Student Union, and elevators in Tonkawa.**  
Residence hall renovations have begun in Boehme and Threlkeld, and bids are being developed for the Tonkawa Student Union renovations. The Student Union pre-study is complete, including a proposed renovation floor plan and cost estimate.
- **Upgrade safety and security systems in Tonkawa and Enid.**  
Safety and security systems are being regularly evaluated and updated, including security cameras, sidewalk repairs to prevent injuries, and placement of security lights.
- **Begin planning process for Wellness Center in Enid.**  
This strategic priority will be evaluated again in year 4 as funding allows.
- **Replace roofs as needed.**  
Bids are currently being developed for the KPAC stage roof and funds have been allocated for this repair.
- **Renovate alumni/booster/donor rooms in Tonkawa and Enid.**  
This strategic priority will be evaluated again in year 4 as funding allows.

#### Additional Highlights Related to Goal 3

Bids are being taken for Earl Butts Dorm exterior renovations, and ADA door openers have been ordered for Jets and Earl Butts Dorms. Sod was laid between Jets Dorm and the Old Gym in Enid.

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

### Goal 4 Year 3 Priorities with Updates

- **Insure that information shared in new employee training is shared with existing employees as well.**

All forms used in the new employee training are currently posted on the HR section of the website. In August 2016, the HR Department will email the “New Employee Checklist” form to all employees and ask them to review it for any information that is not familiar to them. If they find a “gap” in knowledge, they will be instructed to get with their supervisor to get the information needed.

- **Increase staff and faculty participation in institutional committees based upon interest and expertise.**

Through more staff involvement in the Policy and Procedures and Professional Development subcommittees of the Staff Affairs Committee, new professional development opportunities were identified, including the Warren Martin session. Faculty Affairs-Professional Development also was surveyed for areas of interest, as noted in additional highlights below.

#### **Charge Faculty Affairs and Staff Affairs committees to reassess the evaluation instruments to measure customer service and faculty assistance.**

Faculty Affairs reviewed the classroom evaluation instrument, sending the tool out to all faculty for feedback. Those recommendations were then forwarded to the Assessment Committee and a subcommittee worked to revise the tool.

- **Assess committee chairs on effectiveness of committee function and communication.**

Minutes were gathered and posted online for all committee work in 2015-2016 to keep the institutional community updated on changes in policies and procedures and to identify which committees are vital and which may need restructuring to be more effective in offering input.

- **Investigate health care options that allow employees to allocate medical coverage.**

Insurance costs are expected to rise approximately 20% in January 2017. For the 2016-2017 fiscal year, the college has committed to absorbing the additional costs through budget cuts in other areas so that employees’ individual premiums will continue to be paid at 100% by the college. Northern also allowed employees to choose a lower benefit option and to move employee-designated funds to help pay for spouse and/or dependent coverage.

- **Solicit additional feedback from faculty/staff on professional development needs.**

A survey distributed in spring 2015 was used to allow faculty to identify Fall 2015 professional development options from 41 potential professional development topics. Survey results were tabulated in IR and shared with the Coordinator of Professional Development for Faculty, who organized the 2015-2016 offerings. Of the 85 faculty who responded to the survey, 37 favored hands-on workshops, 27 favored methods for keeping current in field, 24 favored hands-on learning approaches, and 17 favored discussion or group dialogue. A survey was also distributed to faculty in February 2016 to identify professional development offerings for 2016-2017. Offerings are being tentatively planned, contingent upon funding.

- **Educate all employees on per-person funding available for professional development.**

In Fall 2015 in-service meetings, faculty were reminded of professional development funds available for all full-time faculty (\$900 per) and encouraged to take advantage of these funds. In addition, division chairs recommended a minimum of two professional development

activities per year for all faculty as part of the institutional assessment plan, created in Spring 2015.

- **Develop job manuals for staff positions to ease transitions.**

Supervisors are asked to review job descriptions for all positions annually to clarify primary responsibilities. This strategic objective will be ongoing in year 4 as additional positions are identified that would benefit from a manual to clarify processes.

- **Review 360 degree evaluation process that would include faculty evaluation of division chairs, VPAA, campus VPs, etc.**

Both faculty and staff evaluation tools were reviewed in 2015-2016. A form used for division chairs to evaluate Academic Affairs was revised so that it could also be used for faculty to evaluate division chairs. Chairs who did not use the evaluation form in spring of 2016 plan to do so in 2017. A review of other components of 360 degree evaluations for all employees (which typically includes self-evaluations, peer evaluations, supervisor evaluations, and upward feedback) will be an ongoing strategic objective for year 4.

- **Provide faculty with salary information from NOC, peer institutions, national leaders, etc.**

This strategic objective will be ongoing in year 4 but will be expanded to all employees where comparable information is available.

- **Provide support for faculty to meet new HLC coursework requirements of 18+ graduate hours in area of instruction.**

Faculty needing additional coursework to meet HLC guidelines were provided options through professional development funding (when partner institutions accepted purchase orders) and through the R & R reimbursement process.

A new guideline for credentialing faculty was approved through division chairs and faculty liaisons and then reviewed through Faculty Affairs for input from all faculty.

- **Increase training to all employees on Title IX.**

Title IX training was done through in-service for faculty and through online links to Everfi. All employees were requested to complete this training in Spring 2016.

- **Provide ongoing technology training and fitness options for employees in all locations.**

22 attended the Fall 2015 Blackboard Best Practices training conducted by DeLisa Ging.

16 attended the Fall 2015 ITV Best Practices training conducted by DeLisa Ging.

10 participated in the “Effective Email with Outlook Functions” session, conducted by Todd and DeLisa Ging.

8 attended Spring 2016 Blackboard Best Practices training.

7 attended Spring 2016 ITV Best Practices training.

To parallel Wellness Center options for faculty in Enid and Tonkawa, an agreement was signed with OSU to offer NOC Stillwater full-time employees access to the Colvin Center.

#### Additional Highlights Related to Goal 4:

- In addition to the technology professional development opportunities noted above, the following were offered in 2015-2016:

- Making Courses More ADA Compliant—Rob Carr (Feb. 5, 12, 19, 2016) (7 faculty members attended)



- Discussion Board Best Practices—DeLisa Ging (April 1, 8, 15, 2016)
- Field trip to the National Weather Service in Norman on April 7, 2016, with teaching resources presented on site. (4 faculty members participated as well as students)
- 7 faculty/staff/students participated in the Gilcrease Museum visit.
- 12 faculty attended the session led by Addi and Kathi Shamburg on “Helping Students Who Face a Medical Crisis.”
- 17 participated in the “Dynamic Learning Is in the Details” session.
- The Noel-Levitz *Employee Satisfaction Survey* was given in April 2016. This biannual survey was first distributed in 2014 and 184 employees participated. Over 200 employees filled out the 2016 online instrument.

On the survey, employees ranked the following five items as areas of highest levels of satisfaction:

- I am proud to work at this institution. (4.30, Significantly higher than peers) [4.25 in 2014]
- The RAVE Alert system functions for me satisfactory. (4.24) [4.28 in 2014]
- The type of work I do on most days is personally rewarding. (4.21) [4.24 in 2014]
- My coworkers respond in a timely manner to emails and phone calls. (4.12) [3.89 in 2014]
- The employee benefits available to me are valuable. (4.11, Significantly higher than peers) [4.0 in 2014]

The following five items were ranked as the lowest levels of satisfaction:

- There are effective lines of communication between departments. (2.76) [2.64 in 2014]
- I am paid fairly for the work I do. (2.93, Significantly lower than peers) [2.49 in 2014]
- There is good communication between the different campuses. (2.97) [2.70 in 2014]
- The institution consistently follows clear processes for orientating and training new employees. (2.98) [2.77 in 2014]
- Administrators share information regularly with faculty and staff. (3.04) [2.89 in 2014]

The institutional goals rated as the top 3 in votes were (1) Retain more current students, (2) Increase enrollment of new students, and (3) Improve employee morale. The 3 goals that got the least votes were (1) Increase use of degree program advisory committees, (2) Increase assets of the foundation, and (3) Improve the appearance of the campus buildings and grounds. Overall satisfaction with employment: Administrators (4.60), Faculty (4.00), Staff (3.93). [In 2014 Admin was 4.40, Faculty was 3.91, and Staff was 3.60]

## **Goal 5 Diversify and increase revenue streams**

### Goal 5 Year 3 Priorities with Updates

- **Continue providing training for employees on grant writing and management.**  
Training materials for employees are being gathered to review along with changes in the policy & procedures for the grants process. The overall purpose is to provide comprehensive

materials that will be available on the grants webpage for easy access. All grant training opportunities through Linda Mason have been forwarded to all faculty.

- **Continue to provide grant training with employment of new coordinator, appointment of interim Grant Committee chair, and online grant writing class at Career Tech.**

All FREE training opportunities offered through OSRHE or other foundations are being taken as time allows by grants coordinator along with attending Grad school with same subject matter.

- **Continue developing need list for potential donors.**

The Donor Wish List which was completed July 2015 is currently being reviewed for updates.

- **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.**

As part of the partnership with Nebraska Book Company, the bookstore received a rebate check for \$26,311.60 for the fall semester and is slated to receive a rebate check for \$25,682.20 for the spring semester. Bad debt totaling \$26,040.12 was collected in March through collections. In March, bad debt totaling \$36,578.51 was collected through Warrant Intercept.

- **Explore family foundations and corporate foundations for e-book scholarships.**

**Work with professional societies for scholarship funds.**

Both of these year 3 priorities are ongoing through the NOC Foundation office.

The NOCF Board of Trustees Board met on May 17 on the NOC Enid 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 April 30, 2016. Total net assets were \$8,485,369.
- Exchange for Services Agreement. The Board approved the exchange for services agreement between Northern Oklahoma College and Northern Oklahoma College Foundation, Inc. This will be taken to the NOC Board of Regents for their consideration of approval in June.
- Resource Agreement to Support Development Activities. The Board approved the written agreement to allocate resources to support development activities in friend-raising/fundraising support fund and community and stakeholder relations support fund. This will be taken to the NOC Board of Regents for their consideration of approval in June.
- NOCF Budget for FY2017. The Board approved the NOCF budget for FY2017 with total revenues and support of approximately \$1.8 million and total projected expense of approximately \$1.1 million. Projected change in net assets are \$710,000.

For the 2015-2016 academic year, the Foundation awarded \$219,333.72 in scholarships to 243 recipients from the Tonkawa, Enid and Stillwater campuses plus \$25,429.23 in loans to 95 students on the Tonkawa and Enid campuses.

- **Through NOC Foundation, explore gift/pledge program with new software, further developing donor wish list, communicating on website, reviewing pledge campaign and feasibility for capital campaign.**

The NOC Foundation Board is planning a summer retreat to review their strategic goals and priorities. The development office and finance office continue to work on the new software conversion with Raisers Edge and Financial Edge.

#### Additional Highlights Related to Goal 5:

- **Increase Grant Activities.**

- Applied for Native American grant- October of 2016 will be notification

Current Grants we are actively pursuing:

- OK Arts Festival small grants – Will request \$2500 to pay for Chikaskia Literary Festival—cannot submit until 60 days prior to project)
  - KERR Foundation- HD Projector for KPAC- \$25K approx.—waiting to receive project amount to prepare proposal—deadline is July 15, 2016)
  - Inasmuch Foundation c/o Center for Ethics and Excellence in Journalism—Scott Haywood sent inquiry letter for MAC labs on May 15, 2016.
  - Dave Morgan Foundation- Drone Grant—sent Letter of Inquiry in April 2016, have not yet received any correspondence back so currently reviewing other options

Grants we are watching for and possible fulfillment of goals in strategic plan:

- America’s Promise 2016- sometime this summer- Goal 1B; Goal 2; Goal 5
  - “\$100 Million America’s Promise Grants. Early this summer, the Administration will launch an H-1B funded grant competition by the Department of Labor to create and expand innovative regional and sector partnerships between community colleges and other training providers, employers, and the public workforce system to create more dynamic, tuition-free education and training programs for in-demand middle and high-skilled jobs across the country. Built off the model of shared responsibility for educating this nation’s students and workforce, America’s Promise Grants continue to build on the Administration’s investments to strengthen education, training, and employer engagement.”
  - TRIO- Upward Bound program for Enid Campus- Fall 2016 or Spring 2017 Renewal
  - Susan Harwood Training Capacity (Pilot) program- Spring/Summer 2017- OSHA environmental/tech safety program through curriculum development. Goal 1B; Goal 2; Goal 4 &5
  - U.S. Dept. of Education, Title V, Developing Hispanic-Serving Institutions Program CFDA: 84.031S- Forecasted for FY16 TBD- \$50.1M- 85 awards expected: expand educational opportunities; improve academic attainment; enhance academic offerings; program quality; institutional sustainability that educate the majority of Hispanic and low-income students to complete secondary degrees. Goal 1B; Goal 2; Goal 3; Goal 4
- **Establish an institutional target for grants in terms of number of submissions, percent of submissions funded, and total revenues from funded proposals.**  
The number of submissions for grant proposals in May and June has increased as has the value of those submissions from last year May and June.
  - Total values for the FY will not be known until June 30.
  - NOC does know that it has lost 2 renewal grants due to budget cuts from the State; TANF-Stillwater and Scholars-Enid.
  - Upward Bound – Enid grant begins its 5<sup>th</sup> and final year on September 1, 2016. Beginning in 2017, we will have to work on a renewal proposal.
- **Review the College’s indirect cost recovery percentages to be certain that they capture institutional costs.**
  - NOC’s negotiated indirect cost rate = 31.9%

- When a grant has not been allowed the full indirect cost rate due to regulations, the difference has been used as cost share/match when allowable by the regulations of the grant.
- **Provide pre-award and ongoing support through the Grants Office.**  
The Grants Accountant provides budget support with the help of the faculty members and the Grants coordinator.
- **Institutional Fundraising Activities**  
During this past fiscal year 2015-2016, 55 fundraisers totaling \$208,778.00 between the three locations were filed through the Development office, of which 40 fundraisers were processed through the NOC Foundation Office. The following chart reflects the breakdown of funds raised.

LOCATION	DEPT/ORG/CLUB	# OF FUNDRAISERS	TOTAL RAISED
Tonkawa	19	33	\$150,578.00
Enid	11	17	\$ 42,600.00
Stillwater	4	5	\$ 15, 600.00

- **NOCF Scholarships and Loans**  
For the 2015-2016 academic year, the Foundation awarded \$219,333.72 in scholarships to 243 recipients from the Tonkawa, Enid and Stillwater campuses plus \$25,429.23 in loans to 95 students on the Tonkawa and Enid campuses. Thus far for the 2016-2017 academic year, the Foundation has awarded \$61,479.05 in scholarships to 93 recipients from the Tonkawa, Enid and Stillwater campuses plus \$359.60 in loans to 3 students on the Tonkawa campus.

**Draft of Year 4 (2016-2017) Priorities for the Strategic Plan**

The following priorities will carry over to year 4 to further advance year 3 objectives. All employees will be asked to provide input in fall meetings on additional priorities for year 4.

Goal 1A Year 4 Priorities

- 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 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 2 Year 4 Priorities

- Continue to develop degree options and certificates to meet regional needs.  
(Four degree options for the Associate of Science in Agriculture are pending approval from NOC Board of Regents and will be submitted to OSRHE.)

- Continue to expand internship opportunities—identifying local and regional businesses for internships, summer jobs, and job shadowing.

#### 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 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 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.