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Ivy Tech Community College Bloomington
Campus Board of Trustees Meeting
January 22, 2019

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**Ivy Tech Community College Bloomington
Campus Board of Trustees Meeting
200 Daniels Way
Bloomington, Indiana
Tuesday, January 22, 2019 at 4:00 p.m.**

AGENDA

- | | | |
|-------|---|--------------------------|
| I. | Call Meeting to Order | Campus Board Chairperson |
| II. | Roll Call | Campus Board Chairperson |
| III. | Report on Notice of Meeting | Chancellor |
| IV. | Introduction of Guests | Chancellor |
| V. | Approval of Minutes | Campus Board Members |
| VI. | Chairperson's Report | Campus Board Chairperson |
| VII. | Chancellor's Report | Chancellor |
| VIII. | Action Items Including Other Matters to Come Before the Board | Chancellor |
| | <ul style="list-style-type: none">• Resolution BL-2019-1, Approval of New Program• Review of purchases of \$20,000 or more | |
| IX. | Discussion Items | Campus Board Members |
| X. | Information Items | Campus Board Members |
| XI. | Future Meetings and Important Dates | Chancellor |
| XII. | Adjournment | Campus Board Chairperson |

**IVY TECH COMMUNITY COLLEGE
BLOOMINGTON CAMPUS
BOARD OF TRUSTEES**

**MINUTES
November 13, 2018 at 4:00 p.m.**

The Bloomington Board of Trustees met on Tuesday, November 13, 2018 in the Executive Board Room at Ivy Tech Community College Bloomington, 200 Daniels Way, Bloomington, Indiana.

Chairman Connie Ferguson called the meeting to order and called the roll.

Trustees present: **Connie Ferguson, Jim Touloukian, Lynn Coyne, Shawna Girgis, Laura Hammack, Imojean Dedrick**

Trustees absent: **Carven Thomas**

Others present: Jennie Vaughan, Stephanie Amos, Amanda Billings, Paul Daily, Jennifer Daily-Mantha, Dr. Sam DeWeese, Susie Graham, Dr. Larry Swafford, and Diana Fesler

Chancellor Jennie Vaughan reported that the meeting was legally advertised.

INTRODUCTION OF GUESTS

Chancellor Vaughan introduced new employees Basil Houston, OIT Server and Networking Administrator (CTS); Anna Hughes, IT Support Team; and Rebecca Aleman, AYD Coordinator.

Chancellor Vaughan welcomed and thanked Diana Fesler for attending and taking minutes for Tina Phelps.

Chancellor Vaughan introduced Stephanie Amos, Executive Director of Finance for Bloomington, Columbus, and Lawrenceburg. Stephanie will be attending the Board meetings if she is not traveling to the other campuses.

APPROVAL OF MINUTES

Trustee Lynn Coyne made the motion to approve the minutes from the September 25, 2018 meeting, and Trustee Jim Touloukian seconded. The minutes were approved unanimously as presented.

CHAIRPERSON'S REPORT

Chairwoman Ferguson wanted to mention again the fun that was had at the Bloomington Rotary Toast honoring and recognizing her and Steve Ferguson for supporting organizations in the

community. She also mentioned that everyone was looking forward to the Showcase of Chefs and Wine event this evening.

CHANCELLOR'S REPORT

Chancellor Vaughan thanked Chairwoman Ferguson for selecting Ivy Tech Bloomington as a beneficiary of a portion of the Bloomington Rotary Toast event's proceeds. The orientation/on-boarding for Trustee Hammack and Trustee Dedrick were much appreciated and they both commented they learned a lot of new things about the campus. Chancellor Vaughan congratulated Trustee Touloukian on the birth of their grandchild.

Chancellor Vaughan called on Susie Graham to give an update on the Circle of Ivy and report on tonight's Showcase of Chefs and Wine event. Susie Graham reported the 48 Circle of Ivy members were able to fund 23 out of the 35 proposed projects out of the \$20,000 in donations. Seven projects were able to be funded through the College. Susie Graham reported at tonight's Showcase of Chefs and Wine event there will be 12 vendors represented along with samples of Manolo's Wines for 250 donors and guests. Each guest will receive a wine glass to use at the event and take home.

Next, Chancellor Vaughan called on Paul Daily to give an update on the Waldron. Paul reported Danielle McClelland will be awarded the Patricia Murphy Pizzo Arts Advocacy Award; Gerry Masse will be awarded the Regional Arts Service Award, and Sandi Clark the Lifetime Achievement award at the Community Arts Awards ceremony on Saturday, December 17, 6:00-8:00 p.m. at the Ivy Tech John Waldron Arts Center. Paul brought with him to the meeting one of the arts awards that Ivy Tech students design for the ceremony. Paul reported the Art Extravaganza will be held at the Ivy Tech John Waldron Arts December 1-11 with an opening ceremony on December 7 from 5:00-7:00 p.m. Several of the gallery spaces will be hosting art from students, alumni, and faculty.

Chancellor Vaughan called on Dr. Larry Swafford to report on the Higher Learning Commission accreditation. Dr. Swafford announced the College will go through the accreditation process in 2019 and Bloomington has been selected as one of the nine campuses to be visited on April 15 and 16. Dr. Swafford mentioned the HLC team may want to speak with the board members, but we should know more when the college receives an agenda and additional information in January.

Concluding her report, Chancellor Vaughan reported she has been approached by Evan Martin from the Community car dealership inquiring if the Bloomington campus would be willing to offer automotive classes. Several car dealerships in the service area are desperately looking for car mechanics—mainly collision experts. The Automotive program is an approved Ivy Tech program; however, Ivy Tech Bloomington currently does not have the space nor funding to support the program. Dr. Larry Swafford reported he and Chancellor Vaughan met with Christi McBride, Director of the Hoosier Hills Career Center, and they are interested in partnering with the Bloomington campus in allowing us to rent the automotive space at Hoosier Hills for mid-afternoon and evening classes. Classes could possibly begin the summer of 2019 and at this time

an exact number of students to start the program has not been determined, but the number could be between 15-20 students.

Chairwoman Ferguson asked if it was too early to see data on the transitioning to eight-week classes. Dr. Larry Swafford reported that an early analysis is showing an improvement in student success and a benefit to students. So far 62% of classes have been transitioned to an eight-week format

ACTION ITEMS

Executive Director of Finance Stephanie Amos presented the Expenditure Form for the period of July 11 through October 29, 2018. Trustee Coyne moved to approve the Expenditure Form, and Trustee Touloukian seconded the motion. The motion carried unanimously.

DISCUSSION ITEMS

Trustee Coyne reported he attended a Bloomington Transit meeting and routes were discussed that will include the businesses on Daniels Way. Two routes were presented and alternative funding methods were discussed.

INFORMATION ITEMS

Trustee Coyne shared that he was attending a Life Sciences meeting and Catalent highly praised Ivy Tech and all that we do to support the Biotechnology field.

FUTURE MEETINGS AND IMPORTANT DATES

November

- Community Arts Awards and Arts Night Out: Saturday, November 17, 2018 from 6:00 to 8:00 p.m.; Ivy Tech John Waldron Arts Center (all trustees and spouses invited)

December

- Ivy Tech's production of Evil Dead the Musical runs December 7 – 8, and December 13 – 15; show times are 7:30 p.m. (plus a matinee on December 8) in the Rose Firebay at the Ivy Tech John Waldron Arts Center
- Winter Recess (College closed Tuesday, December 25, 2018 – Tuesday, January 1, 2019)

Looking Ahead (2019):

- Spring Semester begins (Tuesday, January 14, 2019)
- Florida Friends (February 21-24, 2019; Bonita Springs/Naples, FL area)
- Annual Scholarship Reception (March 26, 2019; Shreve Hall)
- O'Bannon Institute for Community Service Day of Service (April 26, 2019; Shreve Hall)
- Commencement Ceremony (Friday, May 10, 2019; IU Auditorium)

2019 Regional Board Meeting Calendar (approved 9/25/18):

January 22

March 26 (followed by annual Scholarship Reception)

May 21

July 23

September 24

November 19 (third Tuesday to avoid Thanksgiving holiday week; followed by annual Showcase of Chefs and Wine donor appreciation event)

All meetings are on Tuesdays beginning at 4:00 p.m. and will be held in the Executive Board Room of the Connie and Steve Ferguson Academic Building.

ADJOURNMENT

Chairwoman Ferguson called for a motion to adjourn the meeting. Trustee Girgis moved to adjourn the meeting, and Trustee Coyne seconded the motion. The motion was approved unanimously. The meeting adjourned at 4:45 p.m.

Chair

Secretary

Date

APPROVAL OF NEW PROGRAM

RESOLUTION NUMBER BL-2019-1

WHEREAS, Ivy Tech Community College of Indiana has identified the importance of providing educational opportunities for its students, and

WHEREAS, Ivy Tech Community College of Indiana has identified needs for degree and certificate programs in the service regions, and

WHEREAS, the Bloomington Campus Board of Trustees has reviewed and discussed the following proposed new program and deems it acceptable:

- Associate of Applied Science Degree in Automotive Technology

NOW THEREFORE BE IT RESOLVED that the Bloomington Campus Board of Trustees at its meeting on January 22, 2019, does hereby approve the Bloomington Campus to offer the above listed program.

FURTHER BE IT RESOLVED that the Bloomington Campus Trustees authorize the submission of the proposal to the Ivy Tech State Board of Trustees for appropriate action.

**Bloomington Campus Trustees
Ivy Tech Community College of Indiana**

Connie Ferguson, Chairwoman

Jim Touloukian, Secretary

Dated January 22, 2019

ACADEMIC AFFAIRS
Bloomington Campus
January 22, 2019

Dr. Larry Swafford, Vice Chancellor of Academic Affairs

School of Advanced Manufacturing, Engineering, Informatics and Applied Science
Kirk Barnes, Dean

The School of Advanced manufacturing, Engineering, and Applied Science received a *Starrett HDV300 Horizontal Digital Video System* worth \$45,000 from Quality Mill Supply Company, Inc. This equipment will enable students in all programs and especially the INDT 108 – Metrology class to gain experience using one of the most advanced part inspection devices currently used in industry.

Advanced Automation & Robotics Technology
Gene DeFelice, Program Chair

The Advanced Automation & Robotics program awarded the first student NIMS* credential on this campus in Duty Area 7: Process Control Systems.

**NIMS sets industry skills standards, certifies individual skills against the standards, accredits training programs that meet NIMS quality requirements, and promotes innovative solutions, such as competency-based apprenticeship, to connect credentialed and work-ready individuals with employers.*

Kelly Holland is a new Adjunct Instructor for AART starting spring semester. Kelly is a retired GE Employee and Ivy Tech graduate.

Design Technology
April L. Bledsoe, Program Chair

Six students passed the Certified SOLIDWORKS Associate (CSWA) exam and were awarded the CSWA certification at the end of Fall 2018 semester.

Two Internships were completed in the fall (DESN 280). One with Indiana Fabric Solutions and one with Whitney Tool Co., Inc., both in Bedford. Program Chair, April Bledsoe, toured Indiana Fabric Solutions, a women-owned Indiana business, to gain feedback on the intern and foster the relationship. Plans are to tour Whitney Tool in the Spring. Regular feedback from both employers regarding our students' contribution was excellent. Both students were given increased responsibilities as the semester progressed and have received offers to remain employed with the companies long term. In the students' journaling and reflection papers, they expressed gratitude for the opportunities to increase their skills, grow professionally and gain exposure to a real-world working environment.

Biotechnology and Regulatory Affairs

Dr. Sengyong Lee, Program Chair

Dr. Sengyong Lee, Chair for the biotechnology program, attended the National Advisory Council meeting for BETA (Biomedical Emerging Technology Applications) Skills held at Forsyth Technical Community College in Winston-Salem, NC on November 28 and 29. The BETA Skills project was funded by the National Science Foundation's Advance Technological Education program (DUE1800909) for 3 years and Dr. Lee is one of the four co-PIs for the project that was built on the network of four community colleges (Forsyth Tech, Anoka Ramsey, the College of Canyon, and Ivy Tech) in the US. The project will identify the specific educational needs for the new biomedical emerging technology areas such as stem cell therapy, tissue engineering, and implantable Nano-based medical devices and create new community college based education programs. Chris Kilander, Director of Global R&D at Cook and Diana Thomas, Lead Quality Auditor at Cook Regentec, as well as 40 other representatives from industry and trade organizations from all over the US attended the meeting to develop project plans for the BETA Skills.

The biotechnology program awarded 6 Certificates (5 Regulatory Affairs Certificates and 1 Biopharmaceutical Product Manufacturing Certificate) and one Associate of Science degree at the end of fall 2018. Among the successful graduates, Angelica Orr, who successfully completed her Regulatory Affairs Certificate, was recently offered with a position at the Latin America/Europe regulatory affairs team at Cook Inc. Congratulations to all of our graduates!

Engineering Technology/Electrical Engineering Technology

Christine Griffith, Department Chair

One student graduated with his AS-Engineering Technology in December. He plans to find employment in the Bloomington area. A second student has successfully transferred to IUPUI to study Mechanical Engineering. This student plans to reverse transfer his Calculus for Technology course to complete his Associate's degree this spring.

The electronics lab (B105) has been restocked and reorganized. In addition to standard electrical components, it now has common accessories for building a full device (power jacks, rubber feet, battery holders, etc) and new hand tools for circuit board repairs.

Eric Bumbalough has revised the first lab of EECT 112: Digital Fundamentals so that students will build a logic trainer for use throughout the semester. Frequently used in digital systems education, Logic trainers are a quick way to create, control, and measure digital signals. Students will save time in future experiments by using their trainers without the hundreds of dollars that a commercial logic trainer costs.

Heating, Ventilation, Air Conditioning

Bill Fenton, Program Chair

The national HVAC Excellence conference will recognize the Bloomington program with its reaccreditation award this March.

Industrial Technology

Mark Richards, Program Chair

The welding certificate program has 7 courses and 64 students enrolled for Spring 2019. Dual credit courses at Hoosier Hills Career Center and at Bedford North Lawrence Career center have increased this semester with an enrollment of 64 students in 5 courses.

A request to begin offering the Automotive Technology program is in process for a summer 2019 start.

School of Public Affairs & Social Services

Criminal Justice, Legal Studies & Paralegal Studies

Matthew T. Schulz, M.A., J.D. Department Chair

We are excited to have two new adjunct faculty members join our team. Detective Joseph Henry of the Bloomington Police Department will be teaching Criminal Evidence for us this semester. Noah Williams of the Monroe County Public Defender's Office will be teaching Criminal Procedure for us this semester. Noah will also be teaching Legal Studies courses in future semesters.

The Criminal Justice program will be partnering with Student Life to advance our Mentor Program. This will help with recruitment of mentors as well as tracking the success of participating students. There is a hope that the program will be offered campus-wide in the near future.

Homeland Security / Public Safety

Darlene Hooten-Polly, Department Chair

Currently there are 4 students in the Introduction to Homeland Security class and 5 students in the Introduction to Public Safety class

Hospitality Administration

Jeff Taber, Program Chair

On November 8th, the Hospitality program held a fundraising dinner featuring French Cuisine inspired by the Travel abroad trip from last May. Chef Taber accompanied two Hospitality Administration Students on a two-week tour of Paris and the Loire Valley. The intent of the dinner was to raise funds for our planned trip to Italy in of May 2019.

Chef Stacy Strand was elected as our regional President's award winner and has been serving as one of the representatives for the Faculty Advisory Council

Chef Stacy Strand and Chef Tad Delay volunteered in November, along with student volunteers and Adjunct Chef Instructor Dan Thomas for the Community Kitchen Fundraising Lunch. This successful collaboration served over 200 people.

In November, Chef Tad Delay's Garde Manger class put on their annual display for the Showcase of Chefs. As in past years, this was a great opportunity for the students to highlight their talents.

Human Services

Chelsea Rood-Emmick MSW, LSW, Program Chair

The Ivy Tech Community College Human Services program is going through reaccreditation with the Council for Standards in Human Service Education. Human Services is accredited as a statewide program. This process includes an audit of all adjunct and full-time faculty credentials and internship site supervisors. The Bloomington campus has been chosen to be one of the regions visited by the accreditors. Because the main region the accreditors will be visiting is Valparaiso, Bloomington's visit will be a virtual Skype visit. The visit has not been scheduled yet.

There are currently 26 human services interns scheduled for the spring 2019 semester. Interns spend 160 hours per course (generally 10 hours per week) at their placement. Internship placements include Meadows Hospital, Centerstone, Recovery Engagement Center, New Leaf New Life, New Hope Family Shelter, Shalom Center, and others.

We are pleased to have Jessica Troxel, Ivy Tech Bloomington Human Services alumni, join our adjunct team. Jessica graduated from IU's School of Social Work with her BSW and then her MSW. Jessica currently works full-time as a home based therapist with Family Solutions.

School of Business, Education, Public and Social Services

Chris Carroll, Dean

Accounting

Tina Sherrard, Department Chair

This Spring 2019 semester all classes needed to achieve CT's and TC's in Accounting are being offered in Bedford. These certifications are stackable and count towards the AAS and the AS Accounting degree. In addition to offering face to face classes in Bedford, we are also offering accounting tutoring and advising to Lawrence county, Martin, and Orange county residents at the Bedford Ivy Tech site. We are looking forward to building our enrollment and providing a strong workforce for our surrounding counties.

The Accounting program is excited to announce an internship opportunity with Disney. An Accounting student will be filling this position and the program looks forward to future opportunities with Disney.

An Ivy Tech accounting student was hired full time with Bruce S. LeDoux, CPA out of Nashville Indiana. This is a great opportunity to offer our students and show off their skills in our local communities.

Spring means tax season. Once again, Ivy Tech Bloomington will hold VITA, the Volunteer Income Tax Assistance sessions to assist community members who make \$54,000 and under file their taxes. Software training for volunteers will begin January 18 with preparation of tax returns for the community beginning on February 1. A goal of 175 tax returns completed with aspirations of exceeding that goal have been set.

The majority of the accounting courses are now developed and offered in the 8-week model at the Bloomington campus. Students are showing less burn out in the 8-week model and we look forward to reviewing results over the next couple of semesters to help guide our students in a more productive manner.

Business Administration

Nancy Frost, Department Chair

Nancy Frost is one of several local employees that will be serving on a statewide Online Academic Unit subcommittee beginning this spring semester. January 24 will be the kickoff meeting in Indianapolis. The goal of the committee is to study, analyze, and to help design a plan on how to best to serve students, faculty, and staff through online education at Ivy Tech. This is a 9-10 month commitment.

Business Operations, Applications, and Technology

Tina Sherrard, Department Chair

Students can now take all of the classes needed to achieve a CT and TC in Business Operations, Applications and Technology at the Bedford location. The credentials are stackable and count towards the AAS in BOAT. In addition to offering courses in Bedford, we will be offering BOAT tutoring and advising to Lawrence county, Martin, and Orange county residents at the Bedford Ivy Tech site. We are looking forward to building our enrollment and providing a strong workforce for our surrounding counties.

All of the BOAT courses are now available in the 8-week model from the Bloomington campus. Students are showing less burn out in the 8-week model and we look forward to reviewing results over the next couple of semesters to help guide our students in a more productive manner.

There is a new MOS Project course now offered through the BOAT program. We are happy to see interest in this course already and expect to see growing enrollment.

Entrepreneur

Dr. Sydney Mmadi, Program Chair

Sydney attended the B-Start kickoff event in October and looks forward to being involved in future events. The competition is a chance for Ivy Tech students, IU students, and Bloomington residents to pitch innovation-driven business ideas in a chance to win cash prizes. Competitors gain exposure to local resources and players that may help them transform a business idea into reality

Software Development
Informatics
Computer Science
Database Management and Administration
Dr. Diana Nixon, Department Chair

Dr. Diana Nixon and Lab Assistant Matt Lewallen are in the process of developing a new Mac lab within the Smithville Center for Computing and Informatics. Students are requesting more and more to use Macs in our classrooms; the faculty will also be able to teach Swift, the programming language used to develop apps for the Apple platform, to student in the Software Development and Computer Science courses.

Dr. Nixon is leading the committee on Community College Involvement for the National Center of Women in Technology and is excited at the opportunity to help assist females be more successful in what are predominately-male employed IT fields. Their goal is to create a community of practice among community college IT professionals.

Information Technology Support
Network Infrastructure
Server Administration
Cyber Security/Information Assurance
Bill Worden, Department Chair

This Spring Bill Worden will be working with Jamie Miller at Edgewood Intermediate School on a collaborative STEAM project called Genius Hour. The program's goal is to "empower students to own their learning and to plan, promote and manage their own inquiry projects." Seven sessions are scheduled for the spring semester.

School of Health Sciences
Karlee Wyatt, Health Sciences Department Chair/Radiation Therapy Program Chair

Radiation Therapy
Karlee Wyatt, Program Chair

- The Ivy Tech Radiation Therapy Program was awarded a full eight years of reaccreditation and a perfect site visit score from the Joint Review Committee on Education in Radiologic Technology (JRCERT). This is the maximum number of years a program can be awarded.
- The Radiation Therapy Program will graduate 5 second year students in May 2019 and has 8 first year students beginning their second semester in the program.
- November 7th and December 5th program faculty held Information Sessions for students interested in the radiation therapy program. Sessions will continue to be held on the first Wednesday of each month during the spring semester.
- The Radiation Therapy Program will start accepting applications February 1st for a fall 2019 start. Applications will be accepted until the last business day in April.
- The Radiation Therapy Advisory Board Committee met on December 11th for their annual meeting. The Program mission statement was revised to align with the college's new

mission statement and strategic plan that was released in 2018. Also discussed and reviewed were program goals, accreditation, assessment, curriculum and program organization. The meeting was well attended and there were no major changes as a result of this meeting.

- November 21st Erin Sanders, program Clinical Director, spoke to Twin River students at WRV High School. She presented on radiation therapy and explained what a radiation therapist does. Erin demonstrated immobilization techniques used for patient treatment. She also gave information about obtaining a degree in radiation therapy at Ivy Tech.
- Erin also participated in the 21st Century Scholar Discussion Panel on November 15th held at the Ivy Tech Bloomington campus. This event gave students and their parents' opportunities to learn about the programs at Ivy Tech and ask questions to faculty and staff.

Respiratory Therapy

Christina Barnes, Program Chair

- The Respiratory Therapy Program is starting the spring semester with 9 first year students and 9 second year students who are on track to graduate in May.
- 8 out of the 9 second year students are working as student respiratory therapist under student permits in area hospitals. Two of them are working at multiple hospitals.
- The program is pleased to report that the class of 2018 has a 100% national exam pass rate.
- The program will be holding Information Sessions throughout the spring semester.
- The Respiratory Therapy Program is currently accepting applications for the fall 2019 cohort. Applications will continue to be accepted until May 15, 2019.
- In 2019 the program will be undergoing program reaccreditation with CoARC, Commission on Accreditation for Respiratory Care. The program self-study was submitted and approved and is currently being reviewed by CoARC. A CoARC referee has been assigned and has been in contact with the program chair about the process. The program is awaiting notification of the site visit dates.
- Program faculty will be participating in the upcoming Go Ivy Health Sciences Day on January 25th.
- Allison Bailey, respiratory therapy second year student, was inducted into the Phi Theta Kappa honor society this past fall.

Paramedic Science

Rodney Taylor, Program Chair

- The Paramedic Science Program graduated 11 students in December. Three of the 11 have completed national testing and are in the licensure process. The program also has 17 freshman students beginning their second semester Medic course.
- The Paramedic Science Program welcomed a new Clinical Director/faculty member, Keith Rademachir in January. Keith completed his Instructor credentials while working as a lab assistant in the program for the past 2 years. Keith comes to us with 21 years of EMS experience including 15 at the Paramedic Level. He has worked at IU Health EMT, Dunn Memorial Hospital, Owen County EMS, and Indiana MRI.
- The Paramedic Science Program is undergoing reaccreditation with CoAEMSP, Paramedic Science accrediting agency. The self-study was submitted and has been reviewed. The

program is currently working on a response to the review. The site visit is expected to be scheduled between April and June.

- There has been an outstanding turnout for the employee CPR initiative that began in September. To date, 27 people consisting of faculty, adjuncts and staff have been certified in CPR. Trainings will continue until July 1st. Dates and locations for the coming months will be sent out soon.
- Lab Assistant, Summer Brown, was recently involved with resuscitation of a gentleman working out at an area gym. She acted quickly and efficiently and was able to recover the gentleman before the ambulance arrived on scene. Summer and her actions to the situation are a great representation of the admirable faculty we have here at Ivy Tech Bloomington.

Basic EMT Studies

- The Bloomington and Bedford campuses currently have 22 Basic EMT students enrolled this spring semester.
- Bloomington North Vocational School is teaching 1 dual credit EMT course this semester with 18 students enrolled.

Healthcare Specialist

Tessa Bales, Program Chair

- The programs new certificate for Health & Nutrition (HLHS 123) will begin this spring semester. This is a short-term, stand-alone certificate that teaches students to cook in their clients' home to provide their patient with healthy, disease-related dietary needs. This is also a component of the newly established Long Term Healthcare Specialist certificate which is composed of CNA, QMA, Dementia Care, and HLHS 123.
- The newly opened Bedford Arts and Sciences building has increased course offerings this spring. Among the courses being offered at this location are HLHS 101: Medical Terminology, HLHS 102: Essentials Anatomy & Physiology, HLHS 105: Medical Law & Ethics, HLHS 100: Intro to Health Careers, HLHS 121: Customer Relations in Healthcare and HLHS 113: Dementia Care.
- Dual Credit offerings are increasing as the program has added HLHS 113: Dementia Care and HLHS 102: Essentials Anatomy & Physiology to the list of crosswalk offerings

Therapeutic Massage

- 11 students are enrolled in the new spring cohort.
- The program continues to get interest in beginning an evening cohort in the upcoming semesters. Schedules are currently being reviewed to accommodate this request.
- The programs Oasis Spa has been booked to 95% since the new online booking program began. New appointments will be available this spring.
- Several outside agencies are showing direct interest in hiring Ivy Tech students upon program completion/license.

Optometric Technology

Leanne Short, Program Chair

- There are currently 8 first year students who will complete their Technical Certificate (TC) in May 2019, and 2 second year students who will complete their AAS in May 2019.
- Program Information Sessions will continue to be held once per month during the spring semester.
- The fall 2019 Application cycle for Optometric Technology will begin on February 1st.
- 100% of the students who graduated last May with either AAS or TC, who are not currently taking classes, have accepted jobs in the field.
- Facilities recently finished a project constructing two additional exam lanes in the OPTI lab. After assembling the donations from IU Optometry and Columbus Optical along with Perkins equipment purchases, we will have 5 complete optometry exam lanes, which increases our capacity from 12 to 20 students.
- A new course beginning in the spring, OPTI 194, will teach Refractive Topics, enabling the students to immediately begin refracting upon graduation, increasing their earning potential by about \$3 per hour.
- One additional clinical site is in the process of being added. It is located on the south side of Indianapolis due to student requests for experience in that area.
- A second year student in the program recently made connections in the IU Optometry Research Lab during her practicum, and a position was specifically created for her to continue her work in the field.

Medical Assisting (MEAS)

Darlene Hooten-Polley, Program Chair

- Information sessions for the program were held in November and December. This allowed students interested in the program to gain more information about the Medical Assisting Program offered on the Bloomington campus. More sessions will be scheduled for the spring semester.
- The program has five students enrolled in the new cohort that will begin January 2019.
- 7 students are on track to complete the MEAS program in May 2019.
- The program hired a new full-time faculty, Patricia Chappell, which started January 2019. Patricia has been teaching in the program as an adjunct instructor. She will continue to help with teaching loads as well as work towards completing program accreditation.

Kinesiology

Cassey Connelly, Program Chair

- Cassey Connelly, assistant professor and program chair for Kinesiology and Exercise Science, is working with Jerry Hansen and Kyle Hetrick to have one of her students, Josh Ross, serve as a physical trainer for participants going on Ivy Tech's Alternative Spring Break. This will be as part of his capstone project before he graduates. Josh is using the knowledge and skills acquired in his applied Kinesiology courses to help prepare the students and faculty for the physical demands of the trip, and gather data on the role that focused physical training might have on student retention in 8-week courses.

School of Arts, Sciences and Education
Martin Wolfger, Dean

Fine Arts and Humanities

Emily Bobo, Department Chair

Amy Brier, Program Chair

Fine Arts:

- *Art Extravaganza!*, which featured Ivy Tech Fine Arts student, faculty, and alumni art work, was a huge success. This was the first student art show to be featured in the main galleries, and the turnout for and reception of the work was incredible. According to the Waldron Arts Center Gallery Director, this was the second highest turnout ever for a Fall Semester student show, and it was the largest number ever for a December opening. Congratulations, Fine Arts Program Chair, Amy Brier!
- Over break, faculty member, Amy Brier, began carving a WWII Memorial Reliquary, to be installed in Danville, IN, in May.

Humanities:

- Jerry Hansen III (assistant professor, philosophy and humanities) and Kyle Hetrick (assistant professor, life sciences) were selected as director and assistant director of Ivy Tech Bloomington's Alternative Spring Break (ASB) program. This year they will take 12 students and Amy Brier (associate professor and program chair, fine arts) to Calais, France to assist the Help Refugees organization in logistical and material support for refugees and asylum-seekers before exploring other aspects of civic engagement in Paris. 15 faculty and staff across campus helped interview 31 students selected from the 59 original applicants, and their feedback invaluable helped Professors Hansen and Hetrick select the final 12 participants.
- Professor Hansen's Circle of Ivy 2018-2019 grant proposal was accepted and will fund Professor Brier's participation. The trip will help her with course and professional development and with drawing on material gathered in future ASB trips for Fine Arts course content and events.
- Professors Hansen and Hetrick have also coordinated with Cassey Connelly (assistant professor and program chair, kinesiology and exercise science) to have one of her students (Josh Ross) serve as a physical trainer for participants as part of his capstone project before he graduates. He will help prepare the students and faculty for the physical demands of the trip and gather data on the role that focused physical training might have on student retention in 8-week courses.
- Chosen for her "artistic output, award-winning teaching, and service to the community," Emily Bobo has been selected as the literary presence at the 2019 State of the City presentation on Thursday, February 21. In previous years, Scott Russell Sanders, Adrian Matejka and Ross Gay have been featured at this event.
- Emily Bobo had three poems published in the past few months: "The Piano Family Tree" and "Sublime Comedy" were published in December vol. 29.2, Fall/Winter 2018, and "Classified" was published in the online journal, After Happy Hour Review, Fall 2018 Also, a group of Emily's poems were recently aired on WFIU's program, The Poet's Weave. You can hear her read her work at:

<https://indianapublicmedia.org/poetsweave/bobo2/> or at her website
www.emilybobo.com

Life and Physical Sciences

Dr. Steve Arnold, Department Chair

Sarah Cote, Biology Program Chair

Dan Halluska, Anatomy and Physiology Program Chair

- The new Associate degrees are increasing in popularity. There are currently 16 students in the Biology TSAP and 5 in the Chemistry TSAP. As a result of the new TSAP degrees, we offered Molecular Biology for the first time last fall and we are offering Genetics for the first time this spring.
- Sarah Cote led a field trip of two students to Ball State's first TSAP visit day. They had an opportunity to learn about Ball State, take a tour of campus, hear from career services about their offerings, ask questions of a panel of students, have lunch, and meet with the academic department of their choosing. The students from Ivy Tech Bloomington met with Criminal Justice or Computer Sciences departments, while Sarah met with a Biology department advisor. The students found the day valuable (one finalizing their decision to attend Ball State), while Sarah obtained valuable information to best advise current and future biology students considering Ball State.
- A number of Biology faculty and staff (Amy Poehlman, Elizabeth Baker, Jeannie Galbreath, Phil O'Connor, and Sarah Cote) led the Fall Biology Field Trip to the Exotic Feline Rescue Center in Center Point, Indiana. A total of 34 biology students and 6 guests were in attendance for the hour long informational tour of the facility, learning about large cats, their genetics, their rescue and care, and what it is like to work there.
- Kurt Messick has enrolled in his final class to receive a Master's degree in Sports Management from the American Military University. He has also completed a residency requirement for his next degree, a Doctor of Divinity.

Social Sciences

Richard Chambers, Department Chair

Economics

- Richard Chambers, Associate Professor of Economics, is working on a statewide committee concerned with the strategic enrollment in the Online Academic Unit.
- Dr. Pierre Atchade, Associate Professor of Economics, is working on a statewide committee focused on developing a certification of global studies. Dr Atchade is on the subcommittee tasked with reviewing courses that would be required for the certificate.
- Jaclyn George, Instructor of Economics and Richard Chambers completed the transition of the statewide ECON 201 and ECON 202 online courses to an 8 week template.

History

- Alex Garman, Associate Professor of History, has been working with Dr. Shipp, headmaster of Seven Oaks Classical School to setup informational meetings about the school with surrounding towns.

Political Science

- Jason Bell, Adjunct Professor of Political Science and Richard Chambers have successfully created the Political Perspectives Club on campus. The club will meet every Tuesday and is aimed at increasing student engagement with the college and develop greater awareness of social and public policy issues.

Communication

Jennifer Woodburn, Program Chair

- Ivy Tech initiated a professional and Community Communication Certificate in the fall of 2018. The Communication program in Bloomington has been marketing this certificate to students enrolled in all of our COMM courses and interest is growing. The certificate requires the completion of an internship and we have met with *Mid-America Radio of Bloomington* to explore the possibility of our students interning at one of their stations.
- The Communication program was very active during the final weeks of the fall semester. We sponsored an event during Media Literacy Week and showed the documentary “The Brainwashing of My Dad” by filmmaker Jan Senko. The documentary was followed by a Skype Q&A with the filmmaker. The event was well attended and several community members actively participated in the Q&A.
- On November 29th the biannual Speech Contest was held in Lamkin Hall. Several speakers competed in front of the largest audience we have ever had. In the future, we may have a celebrity judge from a local radio station.

Early Childhood and Elementary Education

Marjie Risen, Department Chair

- Circle of Ivy’s gifts of toys and materials for children with special needs arrived after winter break. These materials are being shared with students and faculty who participate in service learning experiences at various child care centers and schools in our service area. In addition, Department Chair Marjie Risen coordinated with Teachers Warehouse to distribute older items no longer in use to allow teachers in several counties to benefit in their pre-K to grade 12 classrooms.
- For fall term, the Advisory Board for Education met on November 6. For spring term, our students in ECED/EDUC capstone courses will be presenting their graduation portfolios to our Advisory Board on April 24th. Many of our board members are principals or directors in our service area and are looking for quality Ivy Tech graduates. This is a great opportunity for a non-formal interview process to help fill the area’s shortage of teachers in pre-K – grade 6 positions.
- We have three new adjuncts beginning this term: Joyce Brower will be teaching EDUC 240 Physical and Health Ed for Elem Teachers, Cara Reader will teach EDUC 250 Educational Psychology, and Sara Rush will teach EDUC 224 Scientific Inquiry. We are assisting them with trainings to prepare them for their new courses.
- The statewide curriculum committee in Early Childhood Education (ECED) is working with NAEYC accreditors to see if there is a possibility of creating a statewide accreditation assessment instead of using the current 19 separate assessments.

- Faculty served as employee ambassadors for several of the first days of class, helping students find needed resources to get off to a good start for the term.
- Jasmine Zachariah manned the Ivy Tech table at the regional high school dance competition at Bloomington South High school and also represented Ivy Tech at the Reality Store at Bachelor Middle School.
- Marjie Risen attended the open house for Stonegate in Bedford and spoke with several prospective students in the area to see if there might be a need for classes in ECED or EDUC in the Bedford area. Our early childhood program held classes there a few years ago but those classes switched to online delivery. Students seemed to think the EDUC introduction courses, only held face to face, would do well there, so we are exploring that option.

Student Success and Foreign Languages

Amber Celestin, Department Chair

- Mary Maassen, Associate Professor of Spanish, was nominated by her students for the 2018 President’s Award for Excellence in Instruction and Amber Celestin, Associate Professor of English and Student Success, was a campus finalist for this award.
- American Sign Language offerings have continued to expand. This semester, we are offering AMSL 101, 102, and 202. Bloomington is the only campus currently offering ASL courses.
- The Center for Online Writing Support, a joint initiative of the English and Student Success Departments, processed 234 submissions during the fall 2018 semester, serving 149 students across 10 disciplines. Joe Betz, Associate Professor of English, took over directorship of COWS at the start of the fall semester.

English

Annie Gray, Department Chair

Carol Simmons, Assistant Department Chair

- This spring roughly 65 percent of ENGL classes are in the 8-week format, and of the face-to-face 8-week classes, over half are hybrids – to provide greater flexibility for working students.
- The English department is celebrating the fact that three of its full-time faculty were finalists for Bloomington President’s Award, and one of them, Christine Brandel, won the award and will go forward to compete for the statewide Glenn Sample teaching award.
- Ivy Tech Bloomington’s *Root and Branch*, under the leadership of Christine Brandel, received a second place award in the 2018 Community College Humanities Association Literary magazine competition, Central Region. The award is all the more notable given that the Bloomington Ivy Tech literary magazine is the product of a small campus but given Ivy Tech’s statewide enrollment, it competes in the “large college” division.
- This winter, Dr Emily Bobo and Christine Brandel have been featured on episodes of *The Poets Weave* on WFUI Public Radio.
- Joe Betz placed a poem in *Crab Orchard Review* (forthcoming Fall 2019).

Mathematics and Physics

Ben Markham, Department Chair

Luanne Benson-Lender, Assistant Department Chair

- For the spring term, our department transitioned all face-to-face mathematics sections below the 200-level to an 8-week format. Enrollments are encouraging. We have almost 1000 students registered in math and physics courses at this point. This is approximately 97% of the spring 2018 enrollments at the end of the first week of classes. We anticipate that we will exceed the spring 2018 number by the time registration closes for the start of term.
- We are currently running 69 sections of mathematics/physics. Of these 69 sections, 23 are in an online format and 46 are face-to-face. Of these 69 sections, 19 are in a 16-week format and 50 are in an 8-week format (~73% in 8-week format).

School of Nursing

Pam Thompson, Dean

Nursing

Montra Reinhardt, Program Chair

- 19 PN students and 4 ASN students graduated in December.
- The NCLEX-RN pass rate for 2018 stands at 97%. This ties the Bloomington campus's all-time high recorded in 2013.
- The NCLEX-PN pass rate for 2018 was 100%. This program has recorded a 100% pass rate every year since 2013.
- Over the past year the School of Nursing has increased enrollment in the PN program by 25 students and in the ASN program by 10 students.
- 120 ASN students and 45 PN students will return this spring. In addition to returning students, 30 new ASN students and 28 new PN students will start classes, bringing the total number of students for spring of 2019 to 223.
- A displaced nursing student from Harrison College will be finishing the ASN program in Bloomington this spring. The student will be given PLA credit for courses completed at Harrison.
- An affiliation agreement was signed with Monroe hospital in the fall and a group of 10 students was placed there. The partnership will continue this spring
- All of our 2nd semester courses have been converted to the 8 week format for the spring semester.

HUMAN RESOURCES

Bloomington Campus

January, 22, 2019

Jennifer Daily-Mantha, Executive Director of Human Resources

New Hires

- **Kayla Appleberry, Secondary Initiatives Coordinator** – Kayla is a former employee of Ivy Tech Bloomington who worked in Financial aid for seven years. Most recently, she served as a senior behavioral health technician for Centerstone – Stepping Stones.
- **Lisa Barnes, Academic Advisor** - Lisa holds a bachelor's degree in education. This fall she has been serving as a part-time guest student specialist in admissions. She also has several years of experience in teaching.
- **Patricia Chappell, MEAS Faculty** - Patricia has been teaching MEAS for Ivy Tech Bloomington as an adjunct since Fall 2018. Prior to that, she was a Medical Assisting Instructor and Practicum Coordinator for Harrison College.
- **Lark Farlee, Student Services Professional** – Lark earned a bachelor of general studies from Indiana University. She has served as the staff secretary for IU Student Legal Services since 2016.
- **Yvette McLaren-Roberts, Academic Advisor** – Yvette has a master's degree in Curriculum and Instruction and a bachelor's degree in Interdisciplinary studies from WGU. She served as the principal of the Bloomington Islamic School and most recently served as the site coordinator for MCCSC after school programming.
- **Travis Pate, Academic Advisor** - Travis has a bachelor's degree in human development and family studies from IU. He has worked for the Boys and Girls Club of Bloomington since July 2018. Prior to that, he worked for the Youth Service Bureau of Monroe County.
- **Keith Rademachir, Faculty/Clinical Director Paramedic Program** – Keith has served as a lab instructor at Ivy Tech since 2014. He has worked as a paramedic since 1993.
- **Anna Voskuil, Academic Advisor** - Anna has a master's degree in education from IU. Most recently, she served as a science teacher at Penn High school.

Organizational Changes

- Esthela Rodriguez has been promoted to Director of Admissions from her position of Assistant Director of Admissions.
- Melissa Rowe has been named as the interim business office manager.
- Candace Dean has been promoted to Director of Advising from her position as an academic advisor.
- Amanda LeFaure has been promoted to Assistant Director of Advising from her position as an academic advisor.
- Ferdinand Borrero, Assistant Director of Advising, has moved into the position of Registrar.

ADMINISTRATIVE AND ACADEMIC SERVICES

Bloomington Campus

January 22, 2019

Diana Fesler, Assistant Director for Administration

Completed Work Orders:

The Administrative and Academic Services team so far have completed 8,706 documented work requests for the 2018-19 fiscal year. The department's original goal was to complete 7,292 work orders for the fiscal year. The team surpassed that goal so a new goal has been set to reach 12,000 work orders for the 2018-19 fiscal year. The work requests thus far have included statewide projects; Therapeutic Massage graduation ceremony programs and certificates; Outstanding Teacher Nomination certificates; printing and spiral binding handbooks for the English department; daily mailings; typing and printing classroom materials; creating and printing Certificates of Completion and Career Development Certificates; updating office door placards and department signage; printing, laminating, and trimming flyers and posters; preparing recruiting materials for high school visits; and preparing materials for campus events. The AAS team creates the signage to post for groups utilizing Lamkin Hall and Shreve Hall for events.

In addition to daily work orders, the Administrative and Academic Services team is responsible for answering the main switchboard; preparing and mailing the Chancellor's welcome letters (457 letters were mailed in November and December); issuing employee parking hangtags; issuing copier key tags; assigning file cabinet space in the adjunct faculty office; distributing and metering the USPS mail; and ordering general office supplies for the campus to use. The fleet of 20 Xerox multifunctional devices requires ongoing supplies, training, and assistance with issues, thus the AAS team provides these services by placing orders for supplies and assisting with the troubleshooting and requesting service as needed. The toner for the standalone lab printers is ordered by the AAS team. The staff also keeps the mailboxes in the adjoining mailroom current and attends and takes minutes at advisory board meetings.

Additional News:

- On November 27, Amy Tomey was inducted into the Phi Theta Kappa honor society.
- Annette Spurgeon spoke about Dementia Care and caring for someone with Dementia at the Human Library Project on November 28.
- Thomas Phillips assisted Eric Bumbalough, Instructor, Electrical Engineering and Computer Technology in reorganizing, labeling, and confirming components in the electronics lab.
- Jasmine Stewart completed a statewide project for Annie Gray, English Department Chair that involved several steps and overall took 31 hours to complete.
- Our part-time staff Jasmine Stewart, Amy Tomey, Amanda Borders, and Thomas Phillips are taking courses to further their education.
- On December 31, Jasmine Stewart was awarded an Associate of Applied Science in Business Operations, Applications, and Technology.
- Jasmine Stewart celebrated her two-year work anniversary with Ivy Tech Bloomington.

COMPUTER TECHNOLOGY SERVICES

Bloomington Campus

January 22, 2019

Jim Shride, IT Manager

IT Update

Tier 1 Helpdesk is live and operating, supporting basic needs of Columbus, Madison, Batesville, and Lawrenceburg.

IT Highlights

- 170 PCs have been ordered for hardware refresh in Bloomington Campuses.
- Tier 1 Helpdesk Project has gone live for Columbus, Madison, Batesville, and Lawrenceburg support.
- Office 365 Single Sign On process complete, vast reduction in support calls resulted.
- Anna Hughes hired as IT Team Lead, replacing Jim Shride.
- Basil Houston hired as Network\Systems Admin, replacing Josh Brooks.
- Bloomington is taking on more Tier 1 Support responsibility.
- IT Staff completed (local) 480 tickets in November and 297 tickets in December.
- IT Staff Closed or Elevated (Tier 1) 508 tickets in November and 357 tickets in December.

IVY TECH BLOOMINGTON FACILITIES

Bloomington Campus

January 22, 2019

Doug Giles, Executive Director of Administration

Ferguson Building

- Facilities staff added two exam rooms to the optometry lab.
- Maintenance for the A/C units has been completed.
- Various system inspections and preventative maintenance is being completed ahead of the start of the spring semester.
- Replaced bearings and belts on the main air handler

Ivy Tech John Waldron Arts Building

- Solar power panels install is about 75% completed. Completion is scheduled for April 2019. These will be used to provide power to the Flashlight Gallery.
- Projects to be completed: finishing the tuck pointing on the outside of the building.

Lee J. Marchant Building

- HVAC inspection and preventative maintenance scheduled for April.

General Maintenance Activities:

- 271 work orders were completed for the two-month period from November 1, 2018 through December 31, 2018.
- General preventative maintenance activities are ongoing at each location.
- The RFP process is complete for the custodial services. Glens Cleaning Service (GCS) in Tell City was selected. GCS has been providing this service to the Evansville Campus. We are happy to have them here and look forward to working with them over the next two years.

FINANCE REPORT
Bloomington Campus
January 22, 2019

Stephanie Amos, Executive Director of Finance

2018-19 Operating Budget

A fiscal year budget summary report for the period ended 12/31/18 is attached for your review.

Our current adjusted budget is \$26,921,936. Revenue generating FTE for Fall 2018 was down 1.5% compared to budget resulting in a tuition adjustment of (\$71,684).

Expenditure Report

An expenditure form is attached in order to obtain the required approval for purchases of \$20,000 or more.

The approval of the Bloomington Campus Board of Trustees is required for these purchases (see attached expenditure form).

Ivy Tech Community College
 Bloomington
 Fiscal Year 2018-2019 Operating Budget

| Major Category | As Of 12/31/18 | Percent of Total Resources |
|--|---------------------|-------------------------------|
| Full Time Salaries & Wages | \$11,357,064 | 40.53% |
| | | |
| Part Time Salaries & Wages | \$2,978,400 | 10.63% |
| | | |
| Fringe Benefits | \$4,718,431 | 16.85% |
| | | |
| Subtotal Salary, Wages & Fringes: | \$19,053,895 | 68.01% |
| | | |
| Utilities | \$550,000 | 1.96% |
| | | |
| Facility Leases | \$5,000 | 0.02% |
| | | |
| Subtotal "Unavoidables": | \$19,608,895 | 69.99% |
| | | |
| Supplies & Expenses | \$3,364,700 | 12.01% |
| | | |
| Carryforward Balance | \$5,045,551 | 18.00% |
| | | |
| Total Budget Allocation: | \$28,019,146 | 100.00% |
| | | |
| Less YTD Expenses | \$10,194,296 | 36.38% |
| | | |
| Less YTD Encumbrances | \$7,300,077 | 26.05% |
| | | |
| Total Available Balance: | \$10,524,773 | 37.57% |

***Ivy Tech Community College
Bloomington Campus
Board of Trustees
Expenditure Review Form***

Presented to the Bloomington Campus Board of Trustees on January 22, 2019 for their review, acceptance, and for internal auditing purposes. This report covers the period of October 30, 2018 through January 9, 2019. All expenditures listed are fully budgeted to ensure that the Bloomington Campus operates within our financial means.

| Date | PO# | Vendor | Description | Amount | Funding |
|------------|----------|--------------------|---|-------------|---------|
| 11/14/2018 | P0300525 | Sowers Landscaping | Standing Order for Grounds Maintenance FY19 | \$33,000.00 | General |

Approved: _____

Date: _____

CENTER FOR LIFELONG LEARNING

Bloomington Campus

January 22, 2019

Curtis Smith, Executive Director

Fall 2018

As predicted, enrollment was in the adjusted target range of 700-750, 721 more precisely. While we don't like to miss stretch goals (this semester's was 800-850), this puts fall 2018 in line with fall 2017 (740), and 2016 (745)—both record setting semesters. One factor for this average performance is the staff's focus on implementing a new registration system mid semester—we did not have the staff to manage implementation and the extra targeted marketing pushes to fill several classes and this led to slightly higher cancelation rates than in semesters past.

Spring & Summer 2019

Spring 2019 will be the first step in what we anticipate will be a period of compounded growth in programming. Registration is on target for 750-850 registrations this semester—in line with the last two Springs. Like Fall, we didn't have sufficient staff bandwidth to develop new programs that would merit target enrollment beyond the new-normal of 750-850. However, early enrollment and marketing efforts yielded more registrations before the holidays than any other November-December on record. We will have to wait to see if these early registrations convert to word-of-mouth promotion and repeat registrations, i.e. increased registrations overall.

Summer programming will be expanded from 2018 levels. Camp Invention will be back again and will move to the main campus, allowing up to 120 participants (we were capped at 100 last summer). We are launching a new partnership with IU Arts & Humanities to host a week-long Vonnegut Writing Workshop in late May—in conjunction with their Granfalloon festival. And we are also partnering with the emergent, local nonprofit Midway Speaks to launch Girls Rock Bloomington, a girls school of rock camp.

Growth & Financial Self-Sufficiency

Our goal is for the CLL to become a model enrichment learning program, one that is both programmatically relevant and financially self-sufficient for years to come. We have built on a strong foundation of programming, laid in 2007 and grown by each director, and we currently offer 250-300 classes, register 2500-3000 students, and generate approximately \$250,000 a year. We've identified 350-400 classes, 3000-4000 registrations, and revenues of \$300,000-400,000 a year as the threshold at which the CLL will be able to cover all of its costs. This is an audacious goal but we are on our way to achieving it; in 2017-18 the CLL saw record registration, revenues, and margins. To move the needle we will need to develop 50-100 new classes. This will require significant investments of time and energy by the director in identifying and launching new registration/revenue generating leads.

In Summary

| | |
|----------------------|---|
| Fall 2018 | Online registration is live and working smoothly, registration on par |
| Spring & Summer 2019 | New programming, looking forward to first semester with online registration |
| Staffing 2019-20 | Purposeful growth toward attainable goals |

DIVERSITY AND OUTREACH PROGRAM

Bloomington Campus

January 22, 2019

Debra Vance, Executive Director of Diversity and Outreach Program

On November 7th, Debra Vance assisted with the presentation of the movie “The Brainwashing of My Dad.” This film is the shocking truth behind the right-wing media machine that changed a father -- and the nation. Jen Senko looks at the rise of right-wing media through the lens of her WWII vet father who changed from a life-long, nonpolitical Democrat to an angry, right-wing fanatic after his discovery of talk radio on his way to work one morning. After the film, the students, faculty, and staff were able to chat with Jen Senko on how she directed the film.

November 12th-15th was International Education Week featuring activities that were free and open to all:

- On November 13th, there was International Poetry Reading. Students, faculty, and staff read international poetry in English and other languages.
- On November 14th, the movie “Samsara” was shown. This movie, filmed over five years in twenty-five countries, is a non-verbal documentary the Boston Herald called “Awesome, gorgeous and spellbinding”.
- On November 15th, faculty discussed many opportunities and resources for international education that one can use to enhance studies, career, and personal life.

On November 28th, the Bloomington campus presented a Human Library Project, where humans were the books. The Human Library Project is designed to build a positive framework for conversations that can challenge stereotypes and prejudices through dialogue. Our campus chose the following topics: Jewish-American, Polyamory, Spouse with Dementia, Former Christian, Blind, Female Impersonator, Foster Parents, Law Enforcement, Transgender Women, Rape Survivor, Amputee Libertarian and Recovering Alcoholic.

On January 9th, Debra made a presentation to the Chancellors and President Ellspermann and her cabinet about the findings on the Diversity Hub. Debra has been asked to continue to work on the Hub process for Diversity.

The Martin Luther King, Jr. Birthday Celebration Commission has chosen Janai Nelson, Assistant Director of the NAACP Legal Defense, to be the keynote speaker for The City of Bloomington Birthday Celebration on January 21, 2019.

Upcoming Events:

Movie Night for Black History Month – February 7, 2019

Diversity Speaker Series – April 11, 2019

ENROLLMENT SERVICES
(Admissions/Recruitment, Associate Accelerated Program (ASAP), Express Enrollment Center, Financial Aid, Registrar, and Secondary Initiatives)

Bloomington Campus

January 22, 2019

Jessica Strunk, Vice Chancellor of Enrollment Services

ADMISSIONS AND RECRUITMENT

On December 10, 2018, Esthela Rodriguez transitioned into a new role as Director of Admissions. Esthela has been with the admissions for two years and has helped with recruitment efforts in Monroe, Morgan, and Brown County.

During the month of November, the Admissions team hosted Go Ivy Friday events. Go Ivy Fridays are dedicated campus visit days where students are able to explore specific programs and the career pathways that can lead to employment. Go Ivy Fridays are a way for students to explore the college, engage in hands-on demonstrations, chat with faculty and learn more about the admissions and financial aid process. November 9's event had a focus on IT programs, with 28 attendees present, and November 30 event had a focus on Advanced Manufacturing and Technology with 20 attendees present. On January 25, we expect to see an increase in attendees for the Healthcare Careers focused day.

Campus Visits

During the period of December 1 through January 9, the Admissions team, which includes Esthela Rodriguez, Director, Dan Padgett, Assistant Director, Niki Blackwell, Assistant Director, Ben Grimwood, Assistant Director, and Carol Hudelson, Orange County Learning Center Coordinator, assisted seven campus visits and field trips with a focus on hands-on demonstrations from the following areas: Advanced Manufacturing & Technology, Information Technology, Paramedic Science, Business, Engineering, Nursing, Arts, Sciences & Education. Overall, we had 100 students from four different service area high schools and one middle school visit the Bloomington campus.

High School Events Attended/Held

During the period of December 1 through January 9th, the Admissions team, which includes Esthela Rodriguez, Director, Dan Padgett, Assistant Director, Niki Blackwell, Assistant Director, Ben Grimwood, Assistant Director, and Carol Hudelson, Orange County Learning Center Coordinator, attended 15 high school visits and events. These visits included classroom presentations, one-on-one meetings with students, and college and career fairs. The admissions team interacted with admissions team interacted with over 586 middle and high school students.

Community Visits

During the period of December 1 through January 9, the Admissions team, which includes Esthela Rodriguez, Director, Dan Padgett, Assistant Director, Niki Blackwell, Assistant Director, Ben Grimwood, Assistant Director, and Carol Hudelson, Orange County Learning Center Coordinator, attended 7 community events in our service area. These events included visiting the

Broadview Learning Center, attending local advisory board meetings, volunteering at community events, meeting with community partners, and presenting to Adult Education centers.

Express Enrollment Days:

During the period of December 1 through January 9, the Admissions team, which includes Esthela Rodriguez, Director, Dan Padgett, Assistant Director, Niki Blackwell, Assistant Director, Ben Grimwood, Assistant Director, and Carol Hudelson, Orange County Learning Center Coordinator, participated in three statewide Express Enrollment Days. To better serve our area communities, enrollment events were setup at the new StoneGate Downtown Arts and Education Center in Bedford, the Springs Valley Learning Center in Orange County, The Main Connection in Martinsville, as well as the Connie and Steve Ferguson Academic Building in Bloomington.

International Student Services

During the fall 2018 semester we had 93 full-time international students from 16 countries, including our first student from Jamaica. One student graduated with her Technical Certificate in Practical Nursing and we had twelve students transfer to other SEVP-approved institutions. While IU continues to be a popular transfer destination among Ivy Tech-Bloomington students, other students looked beyond IU to Indiana University–Purdue University Indianapolis (IUPUI), Purdue University, and Vincennes University. Three students completed intercampus transfers to Ivy Tech-Indianapolis and -Lafayette.

International Student Services is excited to serve 75 new and continuing F-1 students from 17 countries – including Guatemala and Myanmar (Burma), countries that would be newly represented at the College – plus two more students engaged in active post-completion Optional Practical Training (OPT), for a total of 77 F-1 students for spring.

International students who are new to Ivy Tech for spring will take a special section of IVYT 111-Multilingual, a class designed for the unique needs of non-native English speakers accustomed to foreign classroom environments who would typically struggle with English in a U.S. academic setting.

ASSOCIATE ACCELERATED PROGRAM (ASAP)

2018-2019 Program Update

Thirty-four students are enrolled in the 2018-2019 ASAP program. Students are majoring in Education, Business, Informatics, Psychology, General Studies and Liberal Arts. Retention from fall to spring is 92%. Ten ASAP students made the Dean’s list for fall 2018.

224 ASAP students attended the ASAP Statewide Summit “Race to the Finish” on Friday, November 9 at the Indianapolis Motor Speedway. Students attended breakout sessions that included a transfer fair with 43 four year colleges and a Rise against Hunger Event where students packaged 15,000 meals in 90 minutes. The event included several speakers and a visit to the speedway museum.

On December 18, the Statewide ASAP program was given the Stan Jones Student Success Award from the Indiana Commission for Higher Education.

2019-2020 Program Planning

ASAP Bloomington has been approved to offer Secondary Education Math for the 2019-2020 school year.

400 students have shown interest for 19-20, 65 have applied to the program, 31 have been interviewed and 28 accepted.

The next open house is scheduled for February 26.

Success Stories

2017 ASAP Liberal Arts Graduate, Brittany Saylor, transferred from the ASAP program to Indiana State University to study Psychology and Criminal Justice. She participated in a Disney internship in fall 2018 and will graduate from ISU in fall 2019. She plans to attend graduate school at IUPUI to study Business Psychology.

EXPRESS ENROLLMENT CENTER

The Express Enrollment Center (EEC) is a one-stop shop for prospective, new, and current students. The EEC staff is trained to provide answers to most frequently asked questions in Financial Aid, Registrar, Advising, and Admissions. Students visit the EEC without an appointment and can usually get what they need in a few minutes. The College has recently moved to a new sign in system called IvyQ. The Bloomington campus was the first campus to pilot the new system. The new system usage began in March. The Bloomington EEC has seen 4,998 visitors since beginning with the new system.

FINANCIAL AID ADMINISTRATION REPORT

During this period, financial aid staff reviewed reports to insure accurate awards for the fall term and began processing spring term financial aid.

Financial Aid staff met with students selected for Ivy Tech's Alternative Spring Break.

Financial Aid staff participated in a variety of orientation and special events by speaking about financial aid to these groups.

Systems Office clarified the administrative operational procedures for foundation scholarships. A transition of database maintenance and other activity is being transferred to the Financial Aid Office. Training is in place for this transition.

18-19 Financial Aid awards to date

| Type of Aid | Amount Paid | # of Recipients | Type of Aid | Amount Paid | # of Recipients |
|---------------------------------------|-------------|-----------------|-------------------------------------|-------------|-----------------|
| Academic Honor Incentive | \$29,074 | 90 | Pell Grant | \$2,709,672 | 1.388 |
| Accelerated Degree Incentive | \$650 | 1 | Push to Complete | \$9,739 | 8 |
| Security Staff Scholarship | \$1,912 | 3 | Fall Completion Scholarship | \$993 | 2 |
| Adult Student Grant | \$55,283 | 62 | Workforce Ready Grant | \$33,983 | 27 |
| Central Office Scholarship Initiative | | | SGA Officers Award | \$1,500 | 3 |
| | \$2,377 | 2 | | | |
| Child Disabled Veteran Fee Remission | \$127,618 | 96 | SGA Presidents Scholarship | \$1,200 | 1 |
| Federal Work Study | \$12,986 | 17 | Spring Complete Scholarship | | |
| Peer Mentoring Scholarship | \$1,500 | 3 | HOSA Scholarship | | |
| Ivy Tech Grant | \$36,701 | 96 | Student Leadership Academy | \$2,530 | 6 |
| Ivy Tech Scholarship | \$26,114 | 50 | Subsidized Loan | \$946,575 | 571 |
| 2 nd Chance Scholarship | \$11,052 | 11 | Summer Completion Scholarship Award | | |
| Mitch Daniels award | \$32,000 | 8 | Supplemental Grant | \$61,525 | 198 |
| National Guard Supplemental Grant | \$4,801 | 3 | Unsubsidized Loan | \$806,903 | 460 |
| New Horizon Scholarship | \$1,500 | 3 | Valedictorian Award | \$1,902 | 1 |

| | | | | | |
|----------------|-----------|-----|--|-----------|-----|
| O'Bannon Grant | \$465,552 | 318 | Veteran Tuition and Certifications | \$101,381 | 116 |
| Parent Loan | \$71,628 | 18 | 21 st Century Scholar Summer Completion Award | | |

Total Aid Awarded for the Fall 2018 Semester: \$5,981,086

Please Note: The awards above do not include third party contract payments or private scholarships.

REGISTRAR'S OFFICE

| Degree Information as of 01-08-2019 | Summer 2018 AWARDED | Fall 2018 AWARDED | SPRING 2019 PENDING |
|--|----------------------------|--------------------------|----------------------------|
| Associate of Arts (AA) | 2 | 1 | 1 |
| Associate of Applied Science (AAS) | 31 | 36 | 51 |
| Associate of Fine Arts (AFA) | 0 | 1 | 3 |
| Associate of General Studies (AGS) | 21 | 15 | 29 |
| Associate of Science (AS) | 15 | 15 | 45 |
| Certificate (CT) | 57 | 17 | 32 |
| Technical Certificate (TC) | 115 | 25 | 10 |
| Totals | 241 | 110 | 171 |

- The numbers above are duplicated students who have been awarded more than one degree, example; AAS and TC or AS and CT. Please note, pending does not mean the degree will be awarded. The student must complete all their degree requirements successfully to be awarded their pending degree.
- 186 Ivy Tech transcript requests have been processed from November 1, 2018 – January 8, 2019
- 101 college transcripts were received, evaluated for transfer credit, entered into U.Achieve, and students were notified of their transfer credit from November 1, 2018 – January 8, 2019

- 154 high school transcripts were received and entered into Banner from November 1, 2018 – January 8, 2019

SECONDARY INITIATIVES

Graduation and Career Coaches

On December 10th, the Graduation and Career Coaches participated in a professional development opportunity at StoneGate in Bedford. Topics covered included:

- Review of data collected thus far in addition to an analysis of student surveys conducted in October.
- The coaching mindset,
- Goal setting,
- Challenging negative core beliefs,
- Activities
 - Relationships
 - Self-image
 - Bullying
 - Confidence
 - Anxiety and Stress

The Graduation and Career Coaches will meet again on January 25th at IU Bloomington's School of Education for a continuation of this professional development.

Early College Pathways (Dual Credit and/or Dual Enrollment)

Trilogy Health Services at Stonecroft Health Campus, located at 363 South Fieldstone Drive in Bloomington launched its statewide Certified Nursing Assistant (CNA) and Culinary Earn and Learn programs for high school students. In partnership with Hoosier Hills Career Center, Trilogy's first official partner, Trilogy will provide high school students with valuable work experience, wage increases, and a clearer career pathway. Additionally, high school students will earn college credit through Ivy Tech Bloomington's dual credit program ensuring the student experiences are connected to college-level work.

**GAYLE AND BILL COOK CENTER FOR ENTREPRENEURSHIP AND
SOUTH CENTRAL SMALL BUSINESS DEVELOPMENT CENTER**

Bloomington Campus

January 22, 2019

Steve Bryant, Executive Director, Gayle & Bill Cook Center
for Entrepreneurship & Regional Director, South Central SBDC

SBDC Updates

- The Indiana Small Business Development Center (ISBDC) performed well again in 2018. We had a record number of clients (240) with 17 business starts and over \$13.5M of capital infused into our client businesses. Our goal was \$4.5M, so we obviously did well there. We are in the top tier of all centers statewide as always. Kudos to the team for making it happen.
- All projects for the ISBDC Technical Assistance Program were completed by the end of 2018. These are projects where our clients need assistance to develop products for market launch and need professional assistance for software, quality, patents and other value-added needs. We received \$100,000 of funding from the ISBDC for the program for the 10 projects. Gary Ayers has led this program admirably and will be scheduling a date in February 2019 for each of the projects to do a show and tell for funders from ISBDC. It is likely we will receive similar or increased funding for 2019, so we will know that in the next few months. This all goes into a grant account with Ivy Tech in Indy.
- Radius Indiana is investing in the SC SBDC on an exciting partnership to grow entrepreneurial activity in the Radius region, which overlaps with the Cook Center/SBDC region. They are providing Anthony Christian, one of their employees that manages data projects, to the SBDC to assist with client outreach in the Radius region to assist with small business and entrepreneurship activities. This will greatly increase our reach in the more rural counties and lead to more success for small businesses in the region. It is a new initiative for Radius and dovetails nicely with what we do here.

Cook Center Updates

- The Cook Center team has been active in supporting the development of the Dimension Mill co-working space, which opened in late 2018 in downtown Bloomington. We will be working with the Dimension Mill leadership team to integrate our role in assisting entrepreneurs and students at the Mill as they get things rolling. We also assisted in the new Elevate Ventures funding development process by making connections for Jane Martin and Pat East with some banks and others that have led to investment in the partnership. Cook Center Foundation is a sponsor of the initiative/Mill for \$30K over three years. We have provided an up-front payment of \$20K to get them started on the path to success.
- The Cook Center will be engaging him in our strategic planning activities in early 2019 looking to reach out to stakeholders across the region to learn more about their needs with entrepreneurial support. Should have this wrapped up in spring, so we will have a new plan for the future. With all the new initiatives like Dimension Mill, Purdue Foundry at Westgate, co-working spaces, there are a lot more players in our space and we want to make sure we are knowledgeable about the needs of our rural communities as well as urban centers. How we integrate our programming will be part of the process.

IVY TECH JOHN WALDRON ARTS CENTER

Bloomington Campus

January 22, 2019

Paul Daily, Artistic Director
Julie Roberts, Gallery Director

Evil Dead the Musical

Ivy Tech Student Productions presented *Evil Dead the Musical* Dec. 7 – 15, 2018. It was another sold-out show, with a two-page preview in the H-T and a good review. There was also lots of good response to it on social media.

Music Mondays

In the past, we have had Music Mondays where musicians performed in the Miller Gallery on Monday nights. We are looking to bring it back with a partnership with IU Jacobs School of Music. In this new context, the musicians would meet with the exhibiting artists, and choose their musical selection inspired by the artwork.

Dramatic Reading Series

We are collaborating with BPP and IU Department of Theatre, Drama, and Contemporary Dance to create a community-wide new play reading series. The series is currently planned as a Sunday brunch gathering to hear a play.

NSAL

In addition to our usual partnership with the National Society of Arts and Letters in bringing the visual artists here to display, Paul Daily is also serving as Drama Competition Chair this year. The competition will be held Feb. 16 at 1:00 in the Whikehart Auditorium.

MARKETING AND COMMUNICATIONS

Bloomington Campus

January 22, 2019

Amanda J. Billings, Executive Director

Statwax (Google Ad Words search engine) marketing

Our commitment for 18/19 Google search efforts has been doubled to \$60,000. These reallocated dollars from print advertising and other expenses is expected to directly increase our applications for the campus. We are seeing indication of increased applications in our most recent reports. From 11/29-12/18 we received 22 applications at \$66.12/application. Industry standard success is considered to be below \$200/app. We saw 66 application starts (not completed) and total ad spend of \$1454.70. We also ran several geo-targeting campaigns and earned thousands of impressions with the efforts at Fitness Centers, Healthcare facilities, and high schools.

Academics + Enrollment/Recruitment Support

Focused on promoting spring classes that begin on Jan. 14, which included both recruitment advertising and promotions to current students. Ads currently running include local newspaper ads with information about upcoming enrollment events and/ or quad one degree programs in Bloomington, Bedford, Spencer, Green Co and Brown Co., radio on local community stations, movie theater commercials during holiday breaks. New digital advertising plans via Statwax are in the plan. Mail pieces were also sent promote spring registration and enrollment events. Early college recruiting efforts continue as well via emails on demand, which promote college visit days. Most recently, we've added radio and a billboard in Judah to promote Ivy Tech classes at the new StoneGate Arts & Education Center downtown Bedford. Looking forward, we'll be planning March class start promotions and into summer. Additionally, we'll need to make space to plan for and execute upcoming Center for Lifelong Learning promotions and catalogs.

Chancellor's Office

Inside Ivy Tech Bloomington e-newsletter will continue, however will be on a more abbreviated schedule starting January 2019. The newsletter continues to hold a strong 20+ percent open and read rate, which is above industry standard. Some current strategies to keep interest and strong readership include a redesign to align with statewide campaign efforts and putting student successes at the forefront of each issue.

We continue to prepare weekly radio notes for the Chancellor's radio show on WGCL am on Thursday mornings at 7:30. Various department leads are filling in for the Chancellor while she is on leave.

Media Releases – Advisories – Story Pitches

November

Oasis Massage Appointments

Early College Enrollment Open

Bedford EMT

Greene Co EMT

November (continued)

Local Holiday Fair

Medical Assisting

December

8 Weeks Classes Increase in Offerings

Bedford 8 Weeks Increase in Offerings

Community Arts Award Winners

American Sign Language Classes

Healthcare certifications

Strunk Distinguished Alumni

Student Literary Awards

January (to report submission date)

BOT Meeting schedule

StoneGate Open House

President's Award (*planned*)

Adjunct Faculty Award (*planned*)

Day in the Life (*planned*)

Food for Thought (*planned*)

Radiation Therapy Program accreditation (*planned*)

RESOURCE DEVELOPMENT

Bloomington Campus

January 22, 2019

Susie Graham, Executive Director

Statewide Fundraising Campaign

Staff is in the process of developing Bloomington's case for support for the upcoming statewide fundraising campaign. Systems office will produce print and electronic collateral for the campaign using a consistent theme and design, but each campus will customize the message to reflect its own funding priorities. On the Bloomington campus, those include: scholarships, endowments and technology investments. We are in the early stages of identifying volunteer leadership to head this important campaign, which will launch in 2020.

Giving Tuesday: Funds Support May 2019 Culinary Study Abroad

Thanks to the generosity of donors Gene and Mary Ann Zink, the Bloomington campus raised over \$8,300 on *Giving Tuesday* 2018. The Zinks, who reside in Indianapolis, matched all Ivy Tech statewide gifts \$1:\$1, effectively doubling Ivy Tech contributions on the Nov 27 global day of giving. Bloomington's contributions will augment other funds raised to support participation for our culinary students' immersive study trip to central Italy in May. Funding sources include individual gifts, Denim Donations, Circle of Ivy, and contributions to our Hospitality Fund, which include tips from weekly Yellowwood lunches. Bloomington's *Giving Tuesday* contributions account for 11% of the total \$77,600 raised statewide.

Bloomington Campus Benefits from Generous in-kind Gifts

The college occasionally receives gifts of equipment, materials or other property that support programming and decrease our need to find internal funding or reliance on philanthropic donations. Such gifts this year have significantly impacted two programs: Radiation Therapy and Engineering Technology. They include:

- RTP/Radiation Treatment System from Electa, Inc. (includes site licenses and work stations for instruction and students); value of gift - \$42,000
- Digital Optical Comparator from Quality Mill Supply; value of gift - \$33,527

Scholarships Update: Spring 2019

The Ivy Tech Foundation has awarded 72 named scholarships valued at \$77,865 to 113 eligible students attending the Bloomington campus for the 2018/2019 academic year. An additional \$20,000 in program specific scholarships (NURS, IT, RTT, BIOT) for spring will be awarded by the end of the first week of the semester. Funds awarded represent gifts from individual donors, corporations and foundations and include both annual contributions and endowment dividends.

Employees Continue Commitment to Supporting Campus-based Initiatives

Employees have funded over \$36,000 in direct aid to projects through the Bloomington campus's Denim Donations philanthropic initiative. Of that amount, over \$800 is committed each month through payroll deduction. Since its inception in 2015 contributions have funded:

- Here We Grow Again capital campaign - \$3,205
- Student Emergency Assistance Fund (SEAF) - \$6,026
- Library Book Fund - \$12,624
- ROI/College & Career Coaches - \$10,751
- International Student Travel - \$10,291

Emergency Funds Provide Needed Support to Students

Nearly \$4,000 in emergency assistance funds have helped five students through short-term emergencies this academic year. These circumstances have ranged from the death of a spouse to accidents to other unforeseen life issues. Support has included:

- Student A: \$200 gas cards, \$90.31 CPR course, \$600 rent
- Student B: \$1,000 hospital bills
- Student C: \$100 gas cards, \$174.18 energy bills
- Student D: \$400 rent, \$100 gas cards, \$110 groceries
- Student E: \$1,161.83 tuition, fees and tests

Funding for these programs is provided by generous private donors, employees, and Ivy Tech license plate fees.

Fundraising Report FYE 6.30.19 as of 11.30.18

| | |
|--|-------------|
| Cash, pledges, stock, events, annual fund, gifts in kind | \$115,905 |
| Planned gifts | 750,000 |
| Grants to college | \$653,253 |
| Other (sponsored students, apprenticeships, etc.) | \$155,571 |
| ROI total | \$1,674,729 |

Upcoming Events:

- Florida Friends, February 21-23, 2019
- Annual Scholarship Reception, March 26, 2019
- O'Bannon Day of Service, April 26, 2019

STUDENT SUCCESS
(Advising, Career Center, Retention, Student Development, and Student Life)
Bloomington Campus
January 22, 2019

Dr. Sam DeWeese, Vice Chancellor for Student Success

Staff updates:

The end of the fall semester included a number of position changes within the student success department. I wanted to thank the staff for continuing their service to Ivy Tech students. Your passion for working with community college students is unmatched and it is very much appreciated.

The following are the staffing updates for the student success department:

Eliza Erxleben served as the director of advising for 6 years, accepted the role as director of retention.

Kristy LeVert served as the director of retention for over four years, accepted the role as director of student life and student support services.

Candace Dean served as an academic advisor for over a year, accepted the role of director of advising.

Amanda LeFaure served as an academic advisor for over two years, accepted the role as assistant director of advising.

Kayla Dusseau served as an academic advisor for three years, accepted the role as director of career development.

ACADEMIC ADVISING

Outreach and Activity

Many staff changes have recently taken place in the Advising Center. The Advising Center filled four open academic advisor positions. The hiring committee included Candace Dean, Director of Academic Advising, Ferdinand Borrero, Registrar, Kayla Dusseau, Director of Career Development, and Emily Nicholson, Human Resources Coordinator-Payroll Specialist. New Academic Advisors, Travis Pate, Lisa Banes, and Anna Voskuil, started on January 2, 2019, and Yvette McLaren-Roberts started on January 7, 2019.

Academic advisors held 1,839 advising sessions from October 29, 2018 – January 6, 2019. The advising center continued to hold “Drop-In Days” every Wednesday in the fall semester to ensure accessibility to academic advisors. On other weekdays, students were encouraged to schedule appointments with their assigned advisors in accordance to the new academic advising model.

On December 3, the advising center switched to “Drop-In Days” every week day and will continue “Drop-In” advising until January 28, 2019. The Advising Center is continuing to pursue their goal of having an academic completion plan for 90% of students registered in the spring 2019 semester for their “Focus 10” initiative. Advisors have increased their weekly goal of updating 10 students’ academic completion plan to 15 students. As of January 7, 66% of students enrolled in spring 2019 semester have an active academic completion plan.

Express Enrollment Days were held on November 29, December 6, and December 8 to promote spring 2019 registration. Advisors met with 50 students on November 29, 80 students on December 6, and 44 students on Saturday, December 8.

Express Enrollment Week was held January 2-5 to continue spring registration after the holiday break. Advisors met with 274 students in these 4 days.

Trade Adjustment Assistance (TAA)

Leanne Hughes, Academic Advisor, has recently joined Amanda LeFaure, Assistant Director of Advising, in serving as the liaison to the local WorkOne offices for all matters relating to the Trade Adjustment Assistance program. Three students recently completed their degrees in December. Three students remain at Bloomington campus as part of the program and are pursuing degrees in Supply Chain, HVAC, and Nursing.

Transfer Services

Effective December 2018, Natasha Wickenheiser, Academic Advisor, has succeeded Ferdinand Borrero, Registrar, as the Transfer Advocate. The Spring Transfer Fair will take place on Tuesday, April 2, from 10am-2pm at Shreve Hall in the Connie and Steve Ferguson Academic Building. Over 50 colleges have been invited to attend and talk with our students about transfer opportunities. Natasha will be compiling an official list of attending campuses in early March. Natasha has also been working with Pamela Thompson, Dean; School of Nursing, to coordinate a separate transfer event for nursing students. Our nursing students will be able to take advantage of our new Nursing Transfer Tuesday events, which will take place each Tuesday between February 12 and April 9, with the exception of March 12, for which the college will be closed for spring break. Two-to-three colleges will visit the Lee J. Marchant School of Nursing between 10am and 2pm each week, allowing students to connect with college representatives regarding nursing transfer opportunities.

CAREER DEVELOPMENT

Hire Ivy

Employers around the state have posted 124 jobs throughout November and December, to recruit Ivy Tech Community College Bloomington students and alumni. The steady usage by employers is due to the ongoing effort to recruit students before earning their degrees, with a focus on work-learn opportunities related to their field of study. Employer communications continue to feature the value of hiring students for part-time positions as a good way to partner with Ivy Tech on meeting workforce needs. HireIvy promotes timely, inclusive access to the online job board. It is the logical first step toward the recruitment process for Ivy Tech students and alumni who live in the community of South Central Indiana.

Twenty-one new employer accounts were created in HireIvy to recruit students and alumni from the Bloomington campus, including the following companies:

Explore Brown County, Ken Nunn Law Office, Southwest Medical, Warrant Technologies, LLC, Greene County Foundation, Allied Universal, Echo Education, Arizona Department of Corrections, American Structurepoint, Inc., GigSmart, WEM Engineering Inc., Pioneer Natural Resources, Global Game Changers Student Empowerment Program, SIM&S, Inc., Moake Park

Group, Camp Atterbury, Foley Peden & Wisco, CleanSlate Centers, Your Healing Touch, Personal Services, Consolidated Container Company, FactoryFix.

Twenty-one resumes were reviewed and approved during November and December in HireIvy. The ongoing usage is directly related to students seeking jobs upon graduation, seasonal employment, and in-class assignments.

Career Development Leadership

Kayla Dusseau, Academic Advisor, was hired as Director of Career Development on November 12, 2018. She has been with Ivy Tech since 2015 working as an Academic Advisor and worked alongside Katie Anderson, former Director of Career Development, to provide Career Development services to students. Kayla previously worked for the Department of Workforce development in the Bloomington WorkOne office from 2012 to 2015.

College Relations / Employer Visits

On Wednesday December 12, team members from Salux and Monroe County Convention Center presented to the Student Academic Leadership Team on internships opportunities they have for students. Salux is a start-up company currently developing a mobile application to track student mental health, and are looking for interns within the School of Information Technology as well as Human Services students. Monroe County Convention Center is looking for an event planning and marketing intern to help with the Taste of Bloomington.

Achieve Your Degree (AYD)

On Tuesday, October 30, Jessica Duncan, Director of Achieve Your Degree, and Rebecca Aleman, Achieve Your Degree Coordinator, hosted an information table at Boston Scientific. New students received information on the process of admissions, advising and financial aid. During our time, we were able to connect with our current students and offer encouragement. Activity during the month of November and December focused on intrusive academic advising reaching out to students who might have been flagged with a concern from faculty. Rebecca Aleman, Achieve Your Degree Coordinator, reached out to students with encouragement and resources. Additionally, outreach has been ongoing with students who were enrolled in fall 2018 but have not enrolled for spring 2019.

On November 28, Jessica Duncan and Rebecca Aleman attended the AYD Coordinators face-to-face meeting. This was the first face-to-face meeting since 2016. The day was dedicated to process improvement, and all the ways that we can assist our area partners.

During the months of November and December, Jessica Duncan, Director of Achieve Your Degree, reached out to employers that had applied for the Employer Training Grant as a part of Next Level Jobs. This has resulted in two meetings with Mitchell Manor and Garden Villa of Bedford.

On December 13, Jessica Duncan, Director of Achieve Your Degree, and Jessica Strunk, Vice Chancellor of Enrollment Services, along with Bedford North Lawrence High School met with General Motors in Bedford. General Motors is interested in a potential pipeline of students from Bedford North Lawrence, utilizing dual credit at Ivy Tech, while working at General Motors.

On January 2, Jessica Duncan, Director of Achieve Your Degree, and Adam Gross, Workforce Alignment Consultant, met with Mitchell Manor to discuss the many ways to partner. There was an interest in the certifications offered within the Healthcare Specialist program.

On January 3, Jessica Duncan, Director of Achieve Your Degree, and Adam Gross, Workforce Alignment Consultant, met with Garden Villa to discuss their interest in sending Licensed Practical Nurses back to school to complete their Registered Nursing degree.

The following information sessions were hosted during the months of November and December:

November 7 – Cook Ellettsville

November 8 – Singota Solutions

November 13 – Cook Medical CMI Location

November 19 – Cook Medical – Warehouse Location

November 27 – Cook Medical – Curry Pike Location

November 29 – Cook Medical – Headquarters

December 4 – Cook Spencer

The Student Success Center (Tutoring Center)

The Student Success Center provided 2949 hours of tutoring during the fall 2018 semester with 329 unique students utilizing services. This number is on track with the number of hours offered in fall 2017 when nearly 3,000 hours of tutoring were provided. During the fall semester, the Student Success Center offered tutoring in 31 subjects, with 17 tutors. Math was the subject with the most hours and requests for tutoring. In addition, several faculty held office hours and study session in the Success Center.

Food for Thought

The Student Success team was awarded a Circle of Ivy grant for their Food for Thought proposal written by Kristy LeVert, Director of Student Life and Support Services. This grant will provide a healthy snack pantry in the Student Success Center for students during the spring term. While housed in the Student Success Center, all students are encouraged to utilize the snack pantry.

Student Success Coaching

Eliza Erxleben, Director of Student Success and Retention, began training with Kristy LeVert, Director of Student Life and Support Services and Jaclyn George, Economics Instructor, to learn the five coaching skills trainings. Eliza, Kristy, and Jaclyn will offer the training sessions to staff and faculty in the spring term.

Supplemental Instruction

During the fall semester, there were 9 supplemental instruction leaders across 3 subject areas: Electronics and Computer Technology, Anatomy and Physiology, and Human Services. Eliza Erxleben, Director of Student Success and Retention, is in the process of confirming the spring supplemental instruction leaders. The number of leaders and subjects are expected to be comparable to fall.

College Career Connections 3C

The Student Success team offered a new mentoring program for Ivy Tech students during the fall semester, College Career Connections, (3C). College Career Connections mentors help students make a successful academic and social transition from life before college to life as an Ivy Tech Community College student. Over the semester, the student mentors completed outreach to students by email and in-person events on campus. Over the semester, the 4 student mentors participated in 4 events on campus and engaged with over 100 students. On December 14, Kristy LeVert, Director of Student Life and Support Services and Eliza Erxleben, Director of Student Success and Retention, organized a celebration lunch to wrap-up the semester. Students were asked to invite a faculty or staff member to celebrate the semester's accomplishments. Eliza plans to continue the 3C program in the spring. In addition, Eliza is partnering with Matt Schulz, Department Chair Criminal Justice, to pilot a program focused mentoring program during the spring semester.

Student Success Outreach

The Office of Student Success increased visits to classes in which a variety of success topics were presented to students. In the fall semester, success coaches made 18 class visits, totaling 8.5 hours of presentations to 349 students. This compares to the entire 2017-2018 academic year statistics of 15 class visits, totaling 4.1 hours to 219 students. Presentation topics included Tips for Using Post-It Notes and Index Cards, How to Use Your Textbook More Effectively, and How to Take Better Notes in Class.

Extra attention was paid to Marie Herrera's NRS102 classes and offering success tips directly to them both during boot camp and within the semester. An increase in class success, measured by grades compared to Spring 2018 when success coaches were not involved, was evident. Student grades A-C increased in Fall 2018 by 21% points compared to Spring 2018. Success coaches also travel the hallways to make contact with students and share different success tips each week. Coaches spent 12.5 hours doing so in the Fall 2018 semester, making contact with 604 students. This practice helps to establish relationships with both students and faculty.

Success coaching has increased with students self-seeking help, as well as faculty members directing students to success coaching. In Fall 2018, 14 students met with 2 success coaches through the semester. This is a dramatic increase over the 2017-2018 academic year, which had fewer than 5 students.

Ivy Prep

Ivy Prep is a self-paced online remediation program that is free to our students. Students complete an initial diagnostic that provides customized study paths to improve reading, writing, or math skills. Upon successful completion of study path requirements, students are eligible to enroll in the English or math course required for their degree. When classes are in session, tutors are available to help students in both math and English Ivy Prep programs in the Student Success Center.

Melissa Shope, Student Success Center Coordinator, has transitioned to oversee the Ivy Prep program. Melissa implemented a communication plan to provide encouragement and support to students working through the program.

Number of Ivy Prep Completions:

Spring 2018 (Jan 1-May 31) - 27 students

Summer 2018 (June 1-July 31) - 11 students

Fall 2018 (August 1-Dec 31) - 48 students

STUDENT LIFE, LEADERSHIP, AND DEVELOPMENT

Kristy LeVert has worked for over four years in the position of Director of Student Success and Retention, and in November moved into the role of Director of Student Life and Support Services.

Recreation and Wellness

The Office of Student Life expanded its offerings for recreational sports leagues in the fall semester. Currently, Student Life is sponsoring teams for indoor soccer at the Twin Lakes Recreation Center and volleyball and basketball at the YMCA. The Office of Student Life will again be offering basketball, volleyball and soccer for the Spring 2019 semester.

For the fall semester, we hosted three weekly exercise classes, held in the evening: Zumba, Strength Training, and Yoga. All three had steady attendance of about 4-5 students each week so far, and numbers are anticipated to increase as awareness of these opportunities increases and with New Year's Resolution. We will be continuing these classes in the Spring Semester. Nutrition and cooking classes, hosted by Chef Stacy Strand of the Hospitality are also scheduled to take place again this Spring semester, and will be held monthly in the Yellowwood Restaurant. In order to encourage attendance to these events, students who attend exercise classes will be entered into raffles to win prizes such as exercise and sports equipment and Ivy Tech gear.

Student Programming

Student Life will host its annual "Welcome Week" for the start of the spring semester, held from January 14-18. Events include the Ivy Tech Student Involvement Fair, the Campus and Community Resource Fair, the SGA Housing Fair, a breakfast buffet, a "Mental Health First Aid Station" where students will make self-care packages for themselves and to give to other students, and a Movie Night featuring the Incredibles 2. The Welcome Back Coffee Bar will serve coffee in the mornings and evenings at the front entrance in conjunction with the Employee Ambassadors in order to greet new students, answer questions, and offer supplies for the new school year.

At the time of this report, Welcome Week activities have not occurred, so no participation numbers are available. Please look for participation numbers in the upcoming board report.

The Office of Student Life is hosting another Financial Wellness Workshop series. It will be held the second Wednesday of each month this spring, this series informs, over lunch, students of ways they can ensure their financial wellness both during and after their college careers. The

topics for the Financial Wellness Workshops will be: What is Your Credit Score, and What Affects It?, How to Get the Most Out of Your Credit Card, and You Need a Budget!”

Student Government

The Student Government Association has begun hosting its meetings for the spring semester. The position of President has been vacated by Casey Crouch, with Vice President Maggie Nardi moving into the role of President, and Director of Outreach and Publicity is Aras Kinley. Secretary, Tejas Bhatt has also moved on from his position. The Office of Student Life is seeking students for the positions of Vice President and Secretary and is interviewing applicants. SGA put on a Housing Fair on January 17 from 11am-2pm. Conversations with SGA are ongoing and productive.

Service Engagement

The Office of Student Life is working on some new service learning opportunities for our students. Ivy Tech Days of Service will take place the last week of February and the Office of Student Life is encouraging staff and faculty to propose projects for additional service opportunities in order to provide students with a large variety of service activities in the Bloomington Community.

Co-curricular Programming

The Office of Student Life was able to fund several co-curricular programs in the Fall 2018 semester. Gypsy Schindler, adjunct instructor for Art Appreciation, took her students to an exhibit at the Cincinnati Art Museum. Amy Brier, Associate Professor of Fine Arts, took a group of students to the Angel Mounds historic site. Alex Semchuck, Assistant Professor of Communications, provided a Media Literacy Week with activities for students. Sarah Cote, Professor and Program Chair of the Biology Department took Biology students to the Feline Rescue Center. Additionally, Dr. Samantha Levy-Arnold, Associate Professor of English, used Strengths Quest to work with her Technical Writing students.

Student Leadership Development

The year we selected 15 applicants at the beginning of the fall semester for Student Leadership Academy. Students in the academy received training in student leadership principles, professional development, and Ivy Tech history during the course of the academy from John Driscoll, Assistant Director of Student Life and Dr. Samantha Levy-Arnold, Associate Professor for English. 11 students completed their 8-week leadership development program on November 16 and attended an Student Leadership Academy graduation ceremony in Indianapolis on December 7. Students who graduate from the Student Leadership Academy are recognized at the graduation ceremony, they receive a specially designed medallion to wear at graduation, and they also receive a 3-credit-hour scholarship for the spring semester.

The Office of Student Life offered student leaders from Student Government Association, Campus Activity Board, Phi Theta Kappa, and Student Leadership Academy the opportunity to attend an overnight leadership conference in Indianapolis at the Student Leadership Conference. Throughout the conference, students participated in different concurrent sessions on a variety of topics from diversity to running effective meetings. Jack Driscoll, Assistant Director of Student Life, co-facilitated a session for Campus Activities Board officers in order to help them share

ideas with CABs from other campuses. We had three students register, but two dropped out close to the date of the conference. The remaining student, Jason Brooking did express that he enjoyed the conference and felt that he gained useful skills from it.

DISABILITY SUPPORT SERVICES

For Fall 2018, a record-breaking number of 210 students registered for Disability Support Services. Comparatively, the Fall 2017 semester had a total of 133 students registered throughout the semester. DSS staff worked with students and faculty members to ensure that accommodations were appropriately used throughout the semester. Dr. Cara Reader, Assistant Director of Student Support Services, held individual appointments hours for students to discuss their accommodations and academic performances. Over 30 students attended these hours and made changes to their accommodations. Several students attended the hours with faculty members.

DSS staff are continuing to familiarize students and faculty with DSS by presenting to classes and IVYT success courses. In the Fall semester, DSS visited many classes to present to students about disability resources. DSS also presented at the all-faculty meeting in early January to discuss common DSS themes and problems the faculty is seeing. DSS also introduced DSS software, Accommodate and Read & Write Gold, to the faculty.

DSS staff are continuing to register students for the Spring 2019 semester. Excluding guest students and student who graduated, DSS has a 90% retention rate from Fall 2018 to Spring 2019. There are currently 180 students registered with DSS for Spring 2019. DSS staff are continuing to register new and returning students.

Wrap Around Services

During the Fall 2018 semester, Wrap Around served 47 students. Common topics that students request help with are housing, childcare, mental health, food security, and transportation.

Wrap Around staff held a Career Closet event, in which 20 students were able to find interview-appropriate outfits. Wrap Around staff also held their second Supplemental and Nutrition Assistance Program (SNAP) event, in which students were informed about the requirements to receive SNAP benefits. Wrap Around staff continued to hold appointment hours for students to complete SNAP applications.

Wrap Around also held a housing event in December. The event, which shared information about affordable and accessible housing in the community, provided students with community resources regarding housing. Over 40 students took part in the event and were connected to information about housing.

Due to the success of the SNAP and housing events, Wrap Around will hold another SNAP and housing event in January and February. There will also be an event for community resources during Welcome Week in which community agencies will visit campus to inform students about available resources.

WORKFORCE ALIGNMENT

Bloomington Campus

January 22, 2019

Katrinka Schroeder, Workforce Development Consultant

Adam Gross, Workforce Alignment Program Manager

The Workforce Development Consultant develops deep collaborative partnerships with regional employers to understand their specific market and individual training and education needs. Actively listen to and engage employers to co-develop and deliver demand-driven, voice-of-the-customer solutions leveraging state, regional and customer data. We then work collaboratively with our Ivy Tech Regional Chancellor, Academic Deans, and Academic Affairs to successfully implement metrics tied to employers, employees and College outcomes and ensure services and products exceed customer and College expectations.

Workforce Alignment Current Projects

1. **Boston Scientific Inc** – A Microsoft Excel Level 1 & 2 course was offered on site for Boston Scientific, Inc. The two four-hour classes saw a total enrollment of 20 students.
2. **Stonebelt** – on January 6, 2019 the campus welcomed the newest cohort of Stonebelt Management/Supervisory participants. 20 Stonebelt leaders will participate in the class by visiting campus once a month for the next eight months to learn a variety of topics around becoming better managers and supervisors.
3. **Society of Human Resource Management (SHRM) Certification** – On February 11, 2019 the 2019 SHRM Certification course begins. This certification preparation course helps those in the HR field become industry recognized leaders. It will meet weekly for a total of 36 hours of training that lead to a SHRM certification. This is an open enrollment course that anyone can register for.
4. **ServSafe Certification** – The ServSafe Manager Certification course will be offered once a month in the Bloomington service area beginning in February. Courses will rotate through the communities of Bloomington, Bedford, and Bloomfield.
5. **E3 Innovation Network** – As part of the regional SkillUp grant, E3 will be offering a two day, 16 hour supervisor training for area partners. Participants will take a series of classes to build the necessary soft skills for today's leadership opportunities including conflict resolution, delegation, communication, and time management
6. **Pending Projects:**
 - a. **TechHire Grant** through a Department of Labor Grant the Workforce Alignment office is creating an Ivy Tech Hires program to provide training and internships to disadvantaged youth and young adults to advance in an IT career. This program is being modeled after an initiative out of the Northwest Indiana Ivy Tech Community College Campuses and will include an industry recognized CompTIA certification.
 - b. **CNA classes** will now run through WA to allow for modified schedules. The first class will begin on March 18, 2019.
 - c. **Cook Medical** has a Project Management division that is assessing their need for MS Project, Project Management Fundamentals and Project Management Professional (PMP) certification. We will support that team as needed.

- d. **E3 Innovation Network** – As part of the regional SkillUp grant, E3 has partnered with our healthcare faculty to create a “Strengthening Patient Relationship” seminar to be offered on site at area health agencies.
- e. **Crane Contracting Training** – A team of staff from Crane Naval Base, Regional Opportunities Initiative (ROI), and the Bloomington Campus continue to partner together to work towards offering a Contracting curriculum to aid with certifying Crane employees.