MIAMI VALLEY TECHPREP CONSORTIUM
A great way to go to college!

Ohio College Tech Prep
Building Quality Career Pathways
WEST REGION

Important Dates

2018
Thursday, March 1 - GPA's for MM3
Tech Prep Showcase – April 12, 2018
Friday, June 1 – Credit Capture forms due to Tech Prep
September to mid-October – Jr. Registration
September through November – Jr. Career Exploration Days
2019
Getting Ready for College Night – February 14, 2019
Tech Prep Showcase – March 16, 2019 (may change)

Accounting, Business & Marketing Summit Minutes

Date: Tuesday, March 13, 2018, 8 to 11 AM
Building __7__ Room _310__

The meeting began at 8:05 a.m. with a welcome by Joey Marshall, Tech Prep Pathway Manager.

Attendees: Robin Holweger and Math Hughes, Kettering Fairmont; Rust Sink, Carrie Wiant, Tracy Aukerman, and Tammy Drew, MVCTC; Heather Campbell, Butler Tech; Pam Smith, Belmont High School; Amy Richardson, Ponitz CTC; JoAnne Hodgson, Greene County CC; Lyle Cole, Dunbar High School; Steve Abrell, Warren County CC; Christy Yokajty and Adam Priefer, Centerville High School; Dennis Brode, Rick Andrews, Jacklyn Myers, Rocky Belcher, Carol Bonner, Anita Gilkey, and Delena Aungst, Sinclair CC; Wendell Meyers, Joey Marshall, Josiah Wahlrab, Tim Bryant, and Shirley DeWinter, Tech Prep Consortium.

Joey Marshall, Pathway Manager**,** explained the new Tech Prep Checklist, New Employees in the Tech Prep office, and "What is Tech Prep." Joey extended an invitation to the Business Career Day on March 23 at the Mason Campus. He also showed graphs of statistics for the Scholarship dollars spent from 2006 to 2018 and numbers in Tech Prep Pathways. As of 2017, there are 10,660 TP students and Business is the third largest pathway.

BOGO (Buy one 3-hr course and get a 3-hr course free) has a minimum of 6 credit hours. Our goal is to increase post-secondary completion, lower out-of-pocket costs, and diversify college population.

Sinclair is happy to announce 4-year Degrees coming soon in UAS, Industrial Automation, and Advanced Manufacturing.

Please contact your coordinator or Joey (joey.marshall@sinclair.edu or 937-512-????) to order your TP Pathway posters.

Dennis Brode, Associate Professor, Management, is looking at OER (Open Ed. Resources) instead of a textbook for **MAN 1107**. The campus class is updating the textbook and course content for the fall. However, as "Introduction to Business" concepts do not change, you will not necessarily need to purchase any new textbooks. The eLearn shell for MAN 1107 will be updated this spring and summer, content and quizzes will change. The questions used on the quizzes will come from the textbook Test Bank. A decision on a new textbook will be made by the end of March. Dennis will contact Joey with the information and Joey will email everyone in MAN 1107.

Instructor feedback stated an issue with the course shell having multiple gradebooks. Dennis and Tim are aware of this problem and they are working on this issue. Next, "How can we see what the students missed on a quiz?" Dennis demonstrated how to bring up a quiz report: in the eLearn shell, click on Manage→Quizzes→select a Chapter Quiz and from the drop-down list, select Statistics→and then click on the Question Details tab. It was suggested that Tech Prep needs to have an eLearn training session.

If a MAN 1107 video will not load, please scroll down to the "Listen to Me" and read the video content. Dennis is researching why video links are not working.

Rick Andrews, Chairperson, Associate Professor, Accounting, is moving **ACC 1100** to the 2016 desktop version of QuickBooks in the fall. This is a cash accounting course that uses the first four chapters of the ACC 1210 Introduction to

Accounting textbook. Rick will allow you to use any college accounting textbook. The eLearn shell will contain additional cases and projects.

ACC 1210 is a Transfer Assurance Guides (TAGs) course; therefore Rick cannot make any changes to the state requirements for college credit. The Sinclair course will be moving to the next edition of the same textbook for the fall, McGraw-Hill Connect "Financial Accounting Fundamentals" 7th Ed. As this is a large expense for high schools, it was recommended that at least one textbook be purchased for each instructor.

Jacklyn Myers. Assistant Dean, Business & Public Service, spoke on behalf of the Dean, Elizabeth Orlando, and extended a huge thank you to all Tech Prep teachers who work so hard in preparing students for college. The Dean's office is always open to you.

Rocky Belcher, Associate Professor, Business Information Systems, is also moving **BIS 1110 – International Business** to a software Connect package. Some schools may wish to purchase and others will not, which is okay. If you are not using the Sinclair textbook, your students must pass the proficiency exam (with an A, B or C) to receive college credit. For the schools using the Connect package, all new materials will be in the eLearn shell by August 1. The portfolio requirement will be removed and there will be only two papers required.

Instructor feedback stated that Ohio State University and University of Cincinnati would not accept BIS 1110 for transfer credit.

Charles Richardson, Ned Young and April Carpenter were not present. Joey will ask them for updates on their courses and send out the information through email.

Carol Bonner, Coordinator, Student Completion Office, presented a PowerPoint on 15 Months to a Degree. This program accelerates graduation with full-time courses for Fall, Spring and Summer terms allowing the student to quickly enter a 4-year collage or the job market. Other benefits are that the students are given priority registration for classes, a one-on-one navigator from beginning to end, help with purchasing books, building a resume, assistance with transferring to a 4-yr. college or getting a job. The following degrees are under the Business Career Community: Business Administration, Business Management, Supply Chain, Real Estate and Paralegal. There are a total of 14 degree options across all pathways. Carol offered new Tech Prep classroom signs that displayed the new logo. Please call 937.512.4877 for more information.

Anita Gilkey, Assistant Professor, Business Information Systems, spoke about **BIS 1120**. This is the last year for Microsoft Office 2013. All Tech Prep instructors need to migrate to Microsoft Office 2016 for proficiency testing for the 2018-2019 school year. Testing will continue in the SAM software. Anita informed the audience that Sinclair is a Testing Center for MOS Certifications. All Sinclair students that are enrolled in a BIS 1220-Word Processing Software and/or BIS 1230 Spreadsheet Software receive free access to Gmetrix software to prepare for the MOS exam. As Anita is also a College Credit Plus instructor teaching BIS 1120 to high school freshman, she is looking into offering both BIS 1220 and BIS 1230 either through Tech Prep and/or CCP.

In addition, Anita mentioned that TESTOUT software company now has online software to teach BIS 1120, 1220, and 1230 called Microsoft Office 2016. TESTOUT also provides its own certification.

Anita is looking into creating a BPA chapter for the Sinclair Business students.

Delena Aungst, Associate Professor, Business Information Systems, spoke about the eLearn shells for BIS 1400, BIS 1201 and BIS 1301. **BIS 1400** will have no changes in context; however, Delena stressed the need to complete the practice quizzes (unlimited times) before taking each of the five quizzes. Also required are the Community Spotlight and Mystery Shop. The best way to accomplish both these assignments is to plan a field trip for your class to a shopping mall. If these assignments are completed with a parent, the student must prepare and present a PowerPoint presentation to the class on his/her findings. The teacher must grade assignments and upload grades to the gradebook.

Next requirement, “Through the Customers Eyes” has a $10 fee per student. This is a reduced price for Tech Prep. If the school does not wish to purchase online access per student, then the instructor must purchase at least one account to show the videos. Each purchase comes with the opportunity to take the exam for a “National Customer Service Certification.”

If you do not have full control over your BIS 1400 eLearn shell, please call Delena.

BIS 1201 – Keyboarding and Document Formatting and **BIS 1301-Advanced Document Formatting & Keyboarding** changed to McGraw-Hill GDP software. Proficiency testing for this year will also be completed in this software. BIS 1201 is a 3-minute timed writing, Keystroke quiz (40 multiple-choice questions) and 3 documents in Doc Production (table, memo and a letter using BPA guidelines). BIS 1301 is a 5-minute timed writing with Doc Production.

There is a $10 per student fee for the tests. Wendell Meyers is emailing each eLearn shell instructor for student numbers to see if it is feasible for Tech Prep to absorb the cost for this year’s testing.

A big concern from Tech Prep instructors was stated that the school budget was set last year and cannot be changed. If necessary , Delena will allow (this year only) for the instructors to use the timed writings and exam tests from BIS 1100 and BIS 1200 for BIS 1201 proficiency testing. Delena is thinking about letting the Tech Prep instructors grade these exams. Please contact Delena is you have any questions. All Delena’s eLearn shells have an April 23 deadline.

Tim Bryant explained Account Request for new instructors. You must have a Sinclair account to log in to an eLearn shell. All accounts are automatically renewed by Tim. Your account runs from July 1 to July 1. Please send you class list to Tim in a spreadsheet with First Name, Last Name and Date of Birth. Tim will then send you a spreadsheet with each student’s Tartan ID and Sinclair email address.

Once again, eLearn students must respond with a “Yes” or “No” for their grade to move forward to the Records Office. Deadline for eLearn Credit Capture is June 1. Tim’s priority will be focused on the seniors. All eLearn grades of A, B or C will go forward to a college transcript.

Tim received instructor feedback that students who earned proficiency credit as a freshman/sophomore did not have correct grades or had missing grades on their unofficial transcripts. Tim is looking into this matter and will make corrections.

Josiah Wahlrab explained the new Credit Capture. Students will navigate to http://mvtechprep.org and look for the link to the instructional video. This link is not yet posted, but coming soon.

Wendell Meyers concluded the meeting with a thank you for coming and a reminder that the Tech Prep Showcase registration deadline in March 22, deadline for the Program Summary is March 28. Joey distributed books for the Professional Development class for BIS 1120 and lunch tickets.

2018 SUMMIT

SINCLAIR COLLEGE

Please log on!

Wifi:

Username: SCC-Guest

(Follow Prompt)

SINCLAIR COLLEGE

Housekeeping

Sign In

Parking Pass

Bathrooms

Agenda

SINCLAIR COLLEGE

TODAY'S AGENDA

8:00am-8:15am – WELCOME – Joey Marshall
8:15am-8:30am –Dennis Brode (Professor - Management/Marketing)
8:30am-8:45am – Rick Andrews (Chair/Professor-Accounting/Economics/ Real Estate)
8:45am-9:00am – Jacklyn Myers (Assistant Dean- Business & Public Services)
9:00am-9:15am – Rocky Belcher (Professor - Management/Marketing)
9:15am-9:30am – Carol Bonner (Coordinator-Student Completion Office)
9:30am-9:45am – 15 min. BREAK
9:45am-10:00am – Anita Gilkey (Professor - Business Information Systems)
10:00am-10:15am – Delena Aungst (Associate Professor - Business Information Systems)
10:15am-10:30am – Tim Bryant & Josiah Wahlrab – Credit Capture Process
10:30am-10:40am – CLOSING- Wendell Meyers
10:40am-11:00am – Networking Session

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New Employees

Joey Marshall

Business/Marketing/Finance

Megan O'Toole

Health Sciences/Biology Courses

Lindsay Pitstick

Arts & Comm. / IT / Law & Public Safety

SINCLAIR COLLEGE

What is Tech Prep

What can Sinclair Tech Prep Do For Students?

- Free College Credit
- Career Development
- Free Proficiency Test/MM3
- Registration Assistance
- Informative Events
- Friendly, Helpful Staff
- Tech Prep Scholarship

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SINCLAIR COLLEGE

A great way to go to college!

MIAMI VALLEY TECHPREP CONSORTIUM

TECH PREP SCHOLARSHIP

Want options? No problem!

Recipients may use their award to pursue ANY Sinclair program!

- Must complete high school program with 2.25 or higher GPA
- Must complete FAFSA
- Over 220 certificates and degrees to choose from!

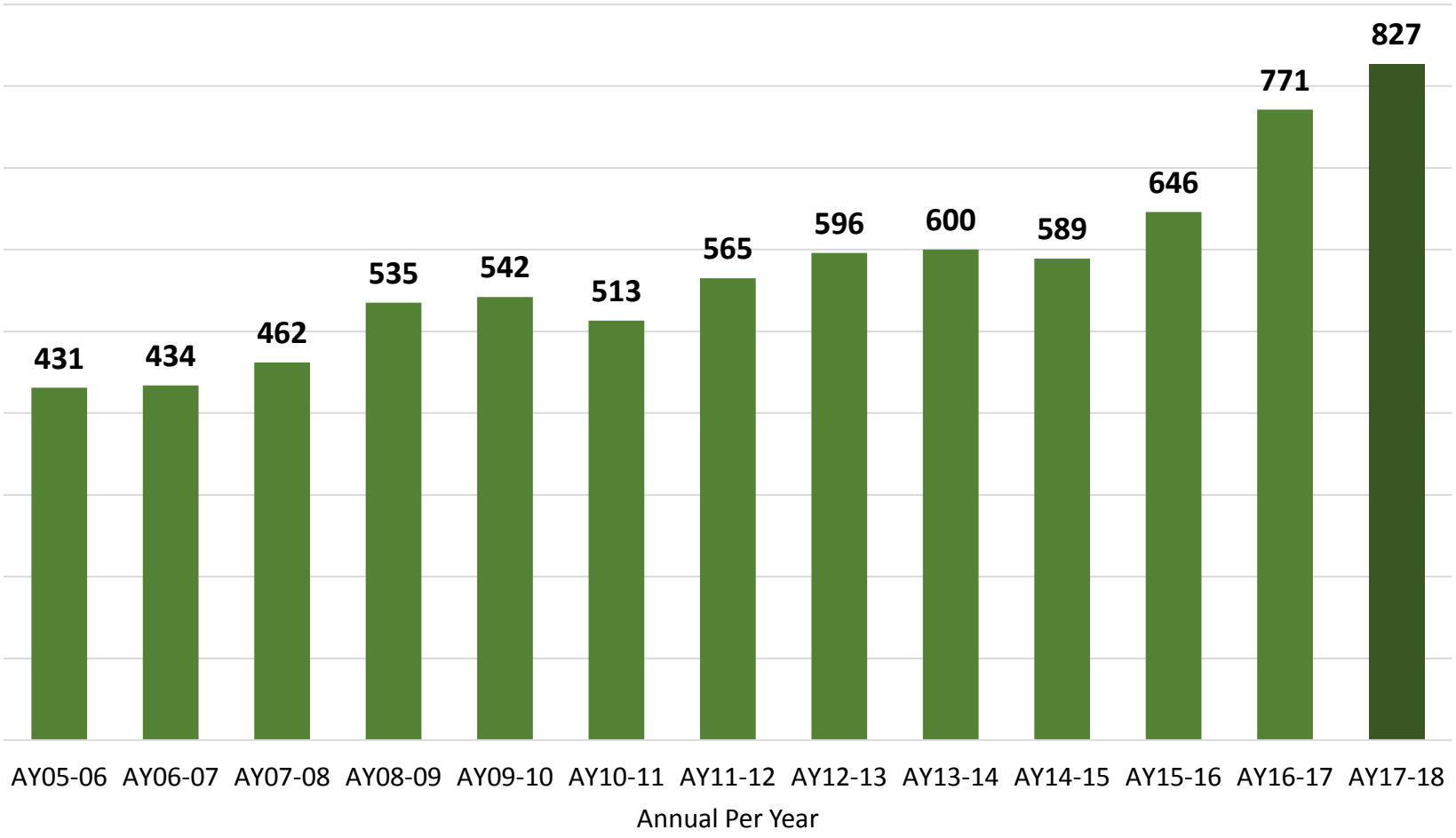
Effective Fall 2017! • May be used for developmental courses aligning with Federal Financial Aid guidelines

For more information, check us out online: www.mvtechprep.org

Sinclair Foundation Miami Valley Tech Prep Scholarships

Grand Total: $8.8 Million

*Dollars in hundreds of thousands

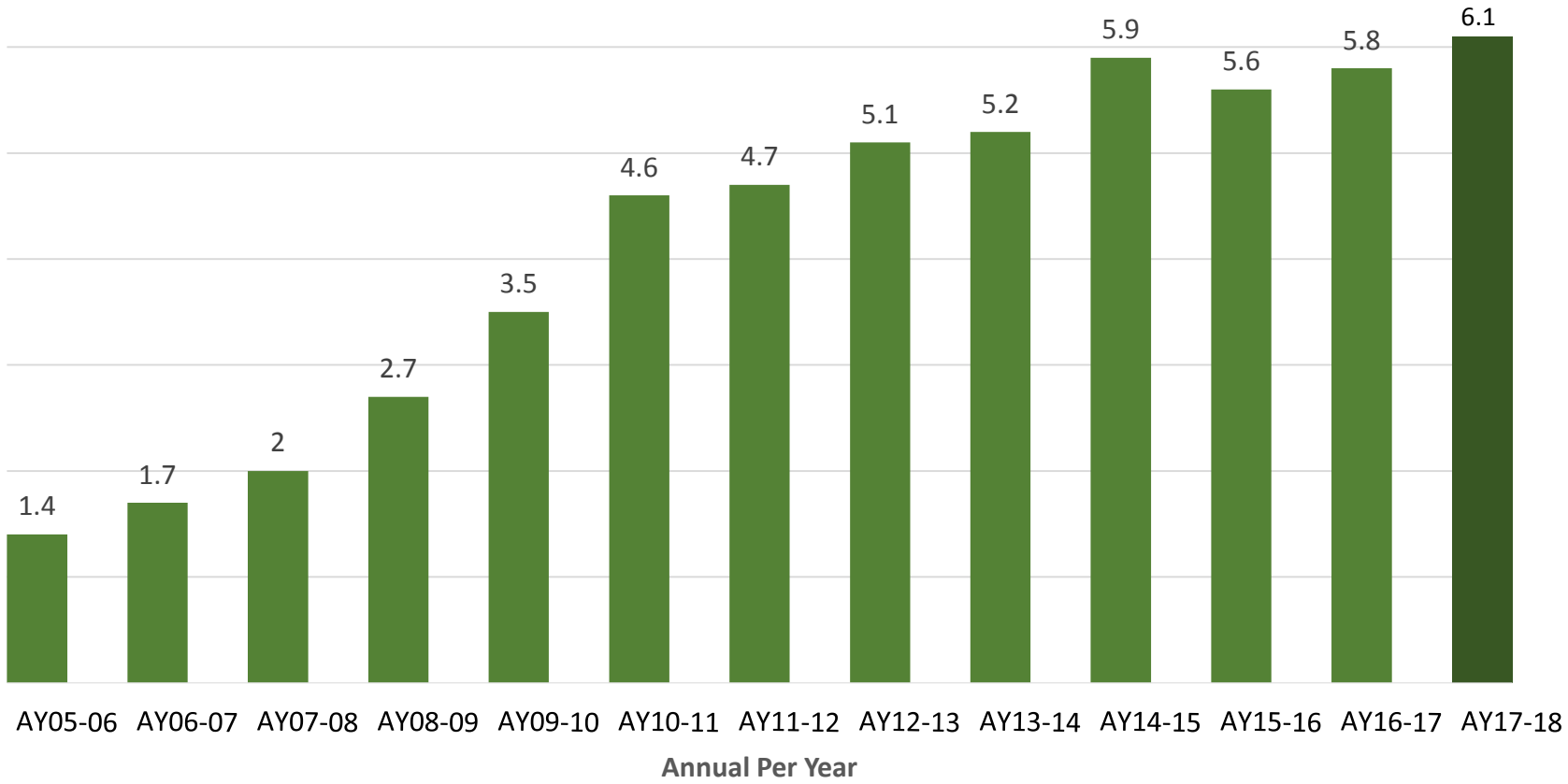


SINCLAIR COLLEGE

Total Scholarships and Grants Disbursed to Miami Valley Tech Prep Students Enrolled at Sinclair

Grand Total: $54.3 Million

*Dollars in millions



SINCLAIR COLLEGE

This summer at Sinclair, Tech Prep graduates can register for one class and get another at no cost.*

**No cost to the student. Tuition covered by scholarship dollars in the amount of $300 scholarship (in county) and $450 scholarship (out of county).*

Summer Registration Begins March 26, 2018

To qualify, you must:

- Be a Tech Prep high school graduate in 2017 or 2018

- Meet with your Academic Advisor
Go to www.sinclair.edu/academic-advising to schedule your appointment.

- Register for a minimum of 6 credit hours for summer semester

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Roles and Relationships

- High School Instructors/Administration
  - Recruit Students (All)
  - Advise Students (Guidance Counselor)
  - Deliver Content (Instructor)
  - Inform on Resources/Benefits
  - Course Approval/Compliance
- Sinclair Faculty
  - Curriculum
  - Visit Days
- Pathway Manager
  - Liaison

Alignment to Sinclair's Strategic Focus

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Increasing the # of TP Students who Matriculate to Sinclair

Increasing postsecondary persistence and completion

Lowering out-of-pocket higher education costs for students

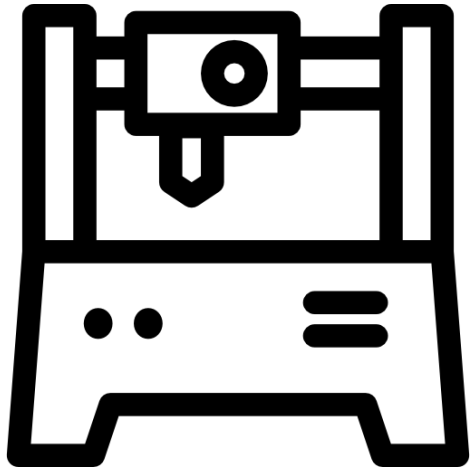
Diversifying the college-going population

Developing more career focus with internal partners to support CTE students

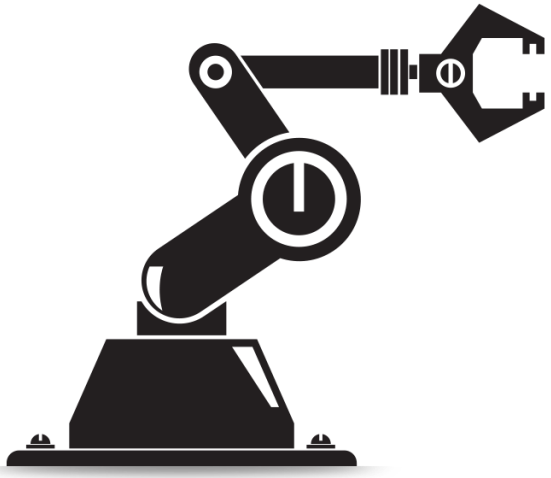
SINCLAIR COLLEGE

4 Year Degrees

UAS



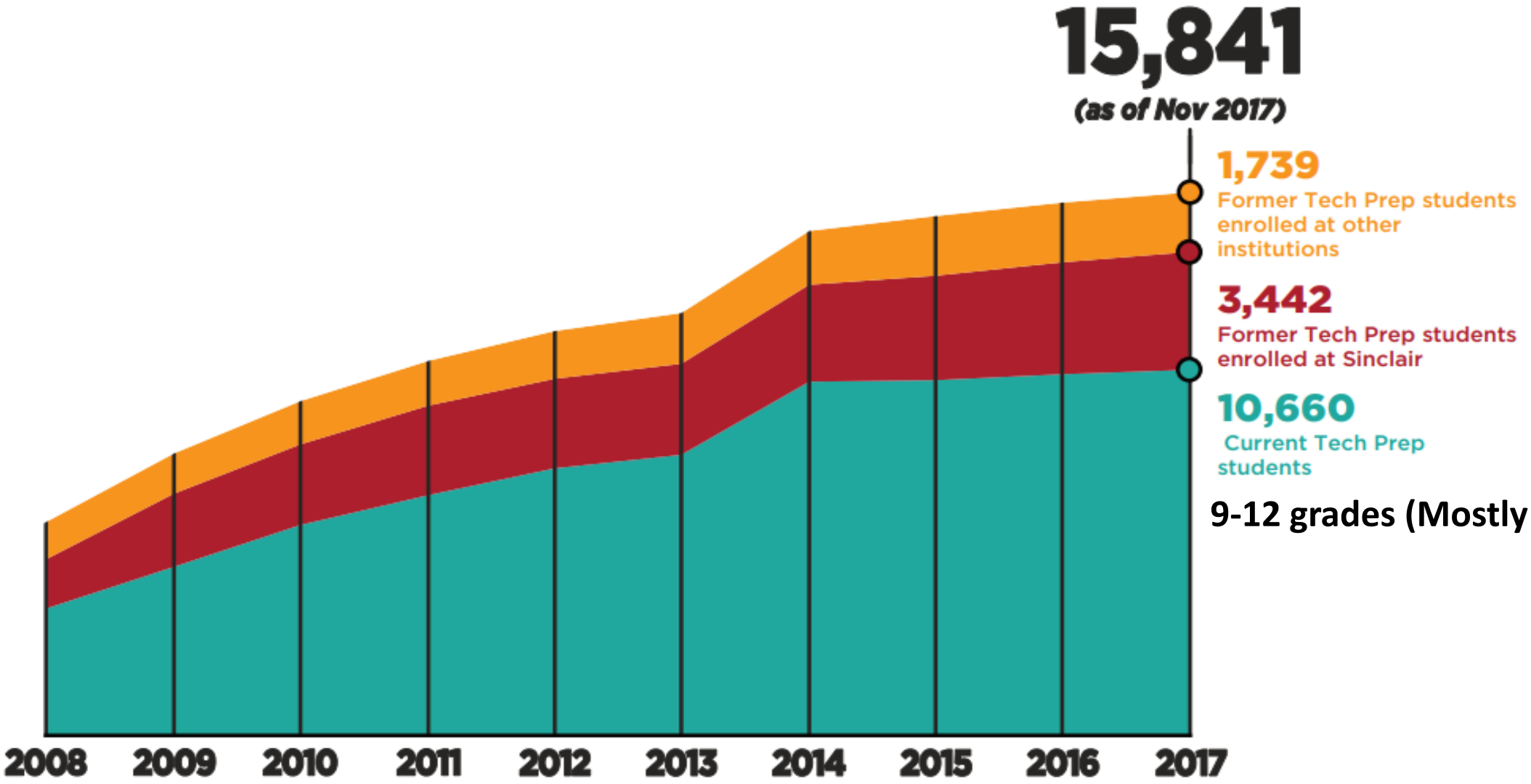
INDUSTRIAL AUTOMATION



ADVANCED MANUFACTURING

SINCLAIR COLLEGE

Miami Valley Tech Prep
Annual Fall Student Enrollment: 2017



9-12 grades (Mostly JR/SR)

Tech Prep Fast Facts

70

Partner high schools

10,000+

High school student **enrollment**

3,000+

Sinclair Tech Prep **scholarships awarded to seniors in AY2017-18**

$10M

Potential Sinclair scholarship awards available for 2017 Tech Prep graduates

9,700+

Number of **semester hours** of Sinclair-based college credits awarded

302

2016 & 2017 graduates awarded **Summer BOGO scholarships**

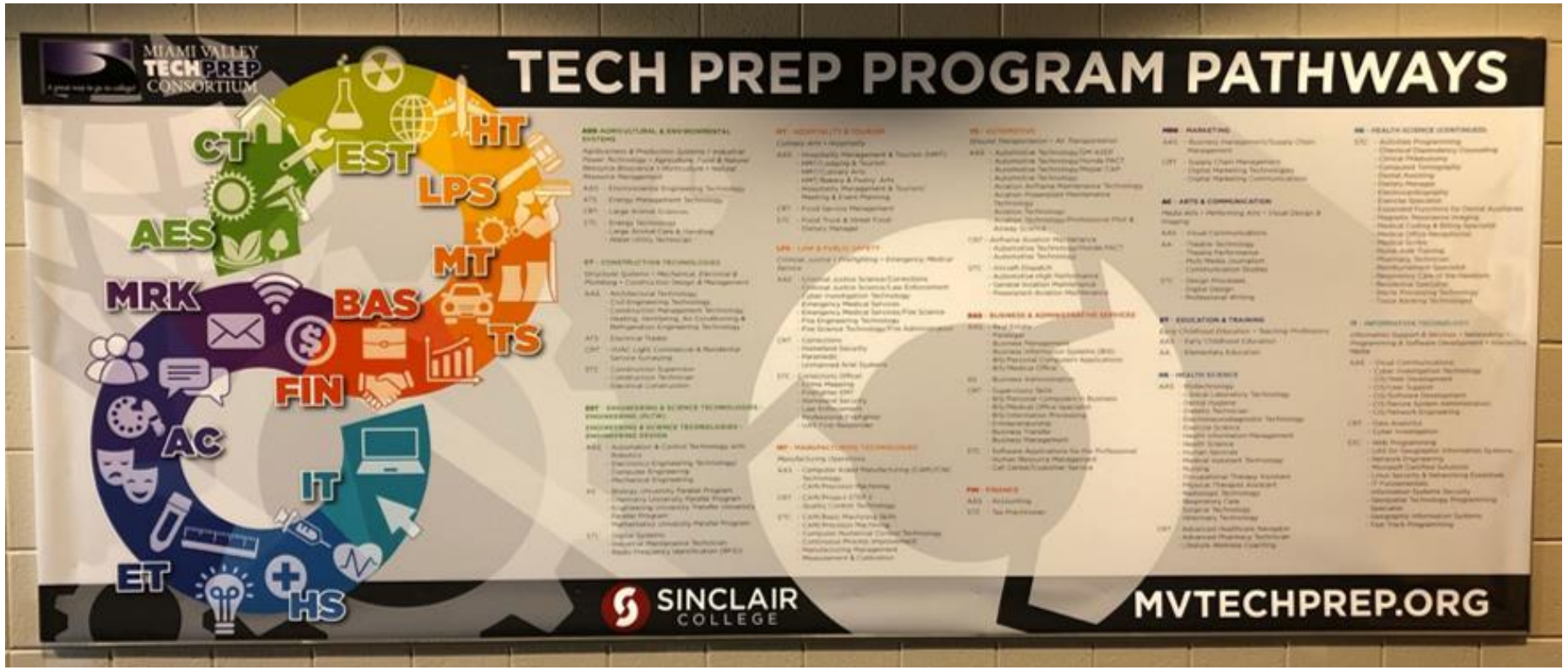
5,045

High school students that attended **Career Exploration Days**

SINCLAIR COLLEGE

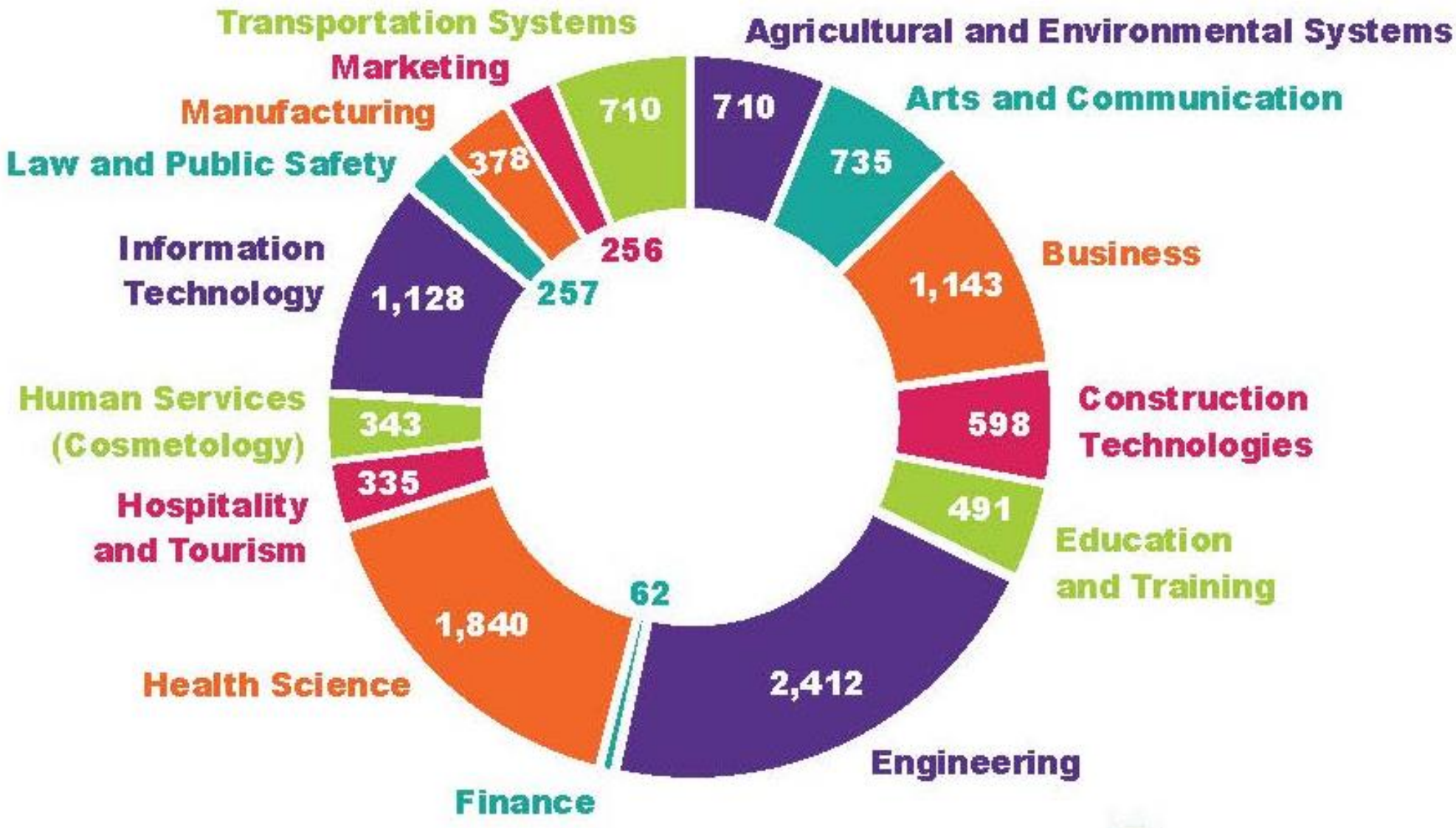
Tech Prep Pathway Posters:

Order Forms in Your Folders



SINCLAIR COLLEGE

Tech Prep Student Participation by Pathway



2018 SUMMIT

SINCLAIR COLLEGE

eLearn Credit Capture Process

- Students provide permission via Tech Prep portal by **June 1, 2018**
- How?
- MM3

TOPIC:

BIS 1120

TIME:

11:30AM-1:30PM

LOCATION:

Bldg. 6, Room 6142

WITH:

ANITA GILKEY

2018 SUMMIT

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Questions?