As a recipient of federal funds through the U. S. Department of Education, we have been able to provide a quality education to all students. Therefore, we extend our sincere thanks to the U. S. Department of Education for granting us federal funds through the Title III-B program. Because of federal funds, opportunities have expanded. We have successfully combined resources to bring our students the finest, most comprehensive instruction in the most flexible ways possible.

So let us all pause for a moment and again say, “Thank you,” to the U. S. Department of Education for their continued support.

Best regards,

Sam Munnerlyn
President
Trenholm State Technical College Title III-B Team

ACTIVITY DIRECTORS

Activity I
Ms. Ronica Thomas
Dr. Marilyn Whiting

Activity II
Mr. Dennis Monroe
Mr. Kenny Cox

Activity III
Mrs. Regina Rudolph

Activity IV
Mr. Paul Blackmon

Activity V
Dr. Mimi Johnson

SAFRA ACTIVITY STAFF

Activity I
Mrs. Rebecca Ball-Coats
Mr. Damon K. Blythe

Activity II
Mr. Dennis Monroe
Mr. Kenny Cox

Activity III
Dr. Mimi Johnson
Ms. Eboni Love

Title III-B Program Administration

Mrs. Arlinda K. Knight
Director

Mrs. Glenda Davis
Administrative Assistant

Ms. Michelle Simmons
Web Developer

Title III-B Historically Black Colleges and Universities Program

H. Councill Trenholm State Technical College
1225 Air Base Boulevard
Montgomery, AL 36108
Mr. Samuel Munnerlyn
President

For more information about Title III-B, visit www.trenholmstate.edu and click on Administrative Offices and the Title III-B link.

Trenholm State received $1,699,027 for fiscal year 2014-2015 under the Title III, Part B and Student Aid Fiscal Responsibility Act (SAFRA). The grant awards will be used for activities designed to increase program offerings, enhance or improve physical plant deficiencies, and improve information technology, library, and retention areas. Funds will also be used to expand the Institutional Research Office and expand Student Success and retention activities.

Activities will include the following:

**Enhancing Academic Growth and Strengthening Faculty and Staff through Professional Development**

This activity is designed to enhance the quality of instruction by updating the classrooms and laboratories with state-of-the-art equipment to prevent obsolescence and to meet the changing needs within the College service area. Its aim is also to include relevant continuing education and improved training of the faculty and to facilitate the College’s pursuit of accreditation with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

Ms. Ronica Thomas and Dr. Marilyn Whiting will lead Activity I.

**Updating Instructional Facilities**

This activity will utilize a multi-pronged approach to alleviating the deficiencies in the physical facilities of the College. The activities to be undertaken will focus on improving/updating classrooms to ensure a conducive learning environment and repairing/renovating existing campus buildings that currently house academic programs/courses.

Mr. Dennis Monroe and Mr. Kenny Cox will provide leadership for Activity II.

**Strengthening Management Information System**

This activity will address the problems in the College’s current system of managing and collecting information. The activity seeks to promote better use of the College’s administrative network and technology by providing administrative computing and technology-related training sessions for faculty, staff, and advisors. The security of the College’s computer system will be strengthened, and needed software and hardware updates will also be purchased to update the College’s administrative network.

Mrs. Regina Rudolph will provide leadership for Activity III.

**Improving Library Resources and Services**

The focus of this activity is to strengthen and improve library resources by increasing library books, periodicals, and other educational materials, including telecommunications materials. The activity will increase library resources available to students and faculty.

Activities will also increase the access to the College’s archival collection by adding to and enhancing the digital collection.

Mr. Paul Blackmon will lead Activity IV.

(continued on page 3)
Through the generosity of Title III funds, the College replaced non-working equipment, updated equipment and provided additional new equipment for the kitchen of the Culinary Arts Program. The new equipment is a significant update to the lab (kitchen). As a result of the new equipment, the lab is more efficient, better equipped, more productive and state-of-the-art. The new equipment offers our students the opportunity to train in a lab that has working equipment and enough for everyone to move quickly through their production. Students are now able to train on equipment they have never had in lab before like the state-of-the-art blast chiller and the electric can opener, which our students had only seen and used at their apprenticeship locations.

Because our goal is to provide the very best education for our students, we are excited to be able to provide Culinary Arts with a much improved kitchen. This equipment helps to bring our kitchen up to today’s standards. Not only does the update provide the opportunity for great training, but it also gives us a much stronger recruiting edge to keep our program up-to-date and viable.

Increasing Student Retention

This activity’s aim is to provide retention monitoring and early warning intervention systems that will identify high-risk students and provide assistance. This activity will also seek to increase student engagement and promote social learning through planning, designing and hosting activities and programs designed to enhance career counseling and student engagement. An effective evaluation program will also be implemented to increase the College’s graduation rate.

Dr. Mimi Johnson will provide leadership for Activity V.

Strengthening a Culture for Student Success

This activity is designed to develop a Student Success Center (SSC) that will provide a range of services to include tutoring, counseling, mentoring, faculty/staff awareness activities, career services, collaboration and resource sharing and academic support services. The purpose of the Center is to promote academic success, thereby strengthening student retention and graduation. Through proactive, intrusive and innovative solutions, the SSC provides opportunities for students to achieve learning goals and develop as life-long learners.

Mrs. Rebecca Ball-Coats will provide leadership for the Student Success Center.

Strengthening the Office of Institutional Research and Advancement

Accountability has long been on the forefront of the higher education agenda. Colleges and universities are expected to demonstrate to various stakeholders they are using funding properly and legally, working to achieve their designated mission, and improving quality while cutting costs and increasing productivity. The Office of Institutional Research and Advancement (OIRA) has the primary mission of conducting research within the college to provide information that supports institutional planning, policy formation and decision-making. The purpose of this unit is multifunctional in that it maintains a historical database of college data; assists with the systematic evaluation of educational support services, administrative processes, and fiscal resources in order to identify the strengths and challenges of the college; serves as a repository for information that may be used to support planning, policy formulation and strategic decision making. Further, OIRA facilitates Trenholm State’s planning and institutional effectiveness processes. The proposed activity funded by Title III / SAFRA will strengthen Trenholm State’s OIRA.

Dr. Mimi Johnson will provide leadership for this activity.
Pardon our Improvements!

The renovations of Building F will increase the number of classrooms/laboratories, which will improve the overall learning environment for students. The building will include the following: Admissions and Records, the Dean of Student Services Office, Cashier, Financial Aid, Student Success Center and the Career Center. This exciting change will provide students with an easier access to services and technology.

North Parking Lot Improved

The North Parking Lot is in the process of being renovated as part of college-wide improvements to our parking lots. Work is underway for improvements to the Trenholm Campus North Parking Lot. The parking lot work includes the resurfacing of approximately 26,500 square feet of asphalt work.

The improved parking lot will also include additional lighting for a safer environment for our students.

Investing in Technology

The Strengthening Management Information Systems Activity purchased two backup servers and Backup Exec software licenses for the consistent backup of critical data. Data on nine servers are being backed up incrementally four days per week with full backups occurring one day a week.

Two servers were purchased to replace the two domain controllers, one on the Trenholm Campus and one in the Library Tower.

Through this activity, training sessions were hosted throughout the months of May through September 2014. The training session topics included the following:

- Faculty Loads/Contracts Maintenance Training
- Survey Administration for the Academic and Information Technology Staff
- Online Admissions Applications Administration Webinar
- Several GoToMeeting sessions were held that included the following topics:
  - Electronic Financial Aid Origination Disbursement (FACOD)
  - Adobe Acrobat
- A significant number of faculty and staff members have taken advantage of these trainings that were made available throughout the quarter.
Transforming the Library

After almost two years of planning, the H. Councill Trenholm State Technical College Library finally got a “floor-lift.” The outdated blue carpet, which has been on the floor of the Trenholm Campus Library since 1995, has been replaced with brand new tile carpet and is enhancing the physical appearance of the library. The library reopened September 22, 2014, and welcomed students and faculty back into a wonderful new facility.

Library Computer Lab

The library is proud to announce the grand opening of its second floor computer lab. The computer lab houses 21 computers and is located on the second floor of the library in LT 212. The lab is open to all students from 8:00 a.m. to 5:00 p.m. Monday through Thursday. Information literacy classes are scheduled in the lab throughout the year. In addition, the library also conducts workshops for faculty and staff in the lab to introduce them to new databases and resources.

The Career Center is Now Ready for Students

The Career Center will offer assistance to students by providing them with a career planning path to success. The Career Center will provide a variety of free employment services to our students. A computer lab will be available to help students create or update resumes.

The Career Center will coordinate job fairs, information sessions and events for job opportunities. The Center will also work to ensure an accurate and up-to-date web page for student job opportunities. Mrs. Maria R. Richardson will lead these activities.

Mrs. Maria Richardson brings a wealth of knowledge and expertise in job placement and follow-up strategies, and a passion for student success. She will be responsible for the revitalization of the Job Placement Office on both campuses that will foster an atmosphere of excellence and achievement for students and alumni in need of career planning and academic advising.

Mrs. Richardson earned a bachelor’s degree in Management from The University of Alabama in 2002, and a master’s in Business Administration with a concentration in Organizational Leadership from Ashford University in 2011.

The Career Center is a part of Activity V. This activity is designed for tutoring, counseling, and student service programs.

Mrs. Maria R. Richardson Job Placement and Follow-up Coordinator
The Student Success Center Rejuvenates Retention Initiatives

The Student Success Center is designed to increase student engagement in learning through improved pedagogy, expand learning outside of classrooms, and develop a centralized student success center to improve access to support services.

Mrs. Rebecca Ball-Coats and Mr. Damon Blythe will lead activities of the Student Success Center.

Mrs. Rebecca Ball-Coats joined Trenholm State as the new coordinator for the Student Success Center. She is responsible for facilitating the activities of the Center to improve student success including tutoring and academic support programs for first-year, at-risk, returning, and other cohorts of students; providing coaching and academic skills and engagement programs for students; implementing student success workshops; and assessing these activities. Mrs. Ball-Coats has worked in higher education for the past nine years at Bowling Green State University (OH) and at Enterprise State Community College. During this time, she worked on a variety of projects, including first-year experience, student success and leadership, student affairs, institutional effectiveness, and athletic programming. She received her B.S. from the University of South Alabama and her M.Ed. from Auburn University and is currently completing her Ed.D. at the University of Alabama.

Damon K. Blythe is the Retention Advising Specialist. Mr. Blythe brings expertise in technology-based retention strategies and best practices.

Since opening in June 2014, the Student Success Center (SSC) has had a myriad of activities as it prepares to impact student success and retention at Trenholm State. First, initial meetings were conducted with the Student Services Division to discuss retention strategies and collaborative efforts. The SSC staff attended a Student Government Association (SGA) meeting and two summer orientation sessions to introduce the center and give an overview of services offered for the summer term.

Several web-based student success initiatives are also underway. In May, the institutional administrator of the DropGuard Early Alert system and retention advising specialist, Mr. Damon K. Blythe, met with various academic divisions to introduce himself, discuss retention issues and give an overview of the DropGuard platform. Working closely with the MIS director, Regina Rudolph, Mr. Blythe successfully piloted the DropGuard early alert system for the summer 2014 term. Emergency Medical Services program coordinator/instructor Danny Perry effectively utilized the early alert system by uploading data for eight students. After immediate and intrusive academic interventions were executed, the SSC staff began to see the potential benefits of the DropGuard platform. To ensure successful spring 2015 institutionalization of the platform, DropGuard will again be piloted for the fall 2014 term. Moreover, training of all faculty and staff retention stakeholders will take place throughout the fall 2014 semester.

Additionally, after conducting extensive research on financial literacy and online tutoring platforms, the SSC has selected Financial Literacy 101 as its web-based software application; it will be used to teach students to make better financial decisions for life.

As professional development is critical to program success, the SSC staff attended several conferences throughout the summer. The first was the Campus Labs on Tour summer workshop series held at the Dobbs University Center of Emory University. Some of the workshops attended by the SSC staff included Spotlight on High-Impact Practices, Evaluating Your
Assessment Practice, and Designing a Co-Curriculum. The information was informative and is currently being incorporated into the retention plan. Furthermore, the SSC staff attended the NASPA Assessment and Persistence Conference in San Antonio, Texas. Held from June 19-21, this particular NASPA conference was designed to help campus educators promote student learning and success via strengthening assessment, intentional retention and persistence programs and quality enhancement efforts. SSC staff attended various workshops including but not limited to Reframing Retention and Persistence as a University / Institution Wide Initiative; Study Simpler: A Holistic Approach to Study Skills Development; Creating Conditions for Diverse Students to Thrive; Intrusive Advising: The Holy Grail of At-Risk Student Retention; Shaping Student Persistence: First Year Retention Strategies Using a Predictive Indicator Model; and The First Scholars Experience: A National Model for First-Generation Success.

The conference was both informative and innovative. Many of the strategies presented and discussed are currently being customized for the retention plan.

The final professional development conference attended by the Student Success Center staff was the 2014 Retention and Persistence Institute facilitated by the Higher Education Research Institute (HERI) of UCLA. This institute proved to be the most beneficial as it provided comprehensive evidence-based data specific to retention and persistence. From providing current evidence-based national best practices to transforming an institutional culture to one that promotes student success and retention, HERI specifically addressed how to effectively customize a retention program to fit any campus culture. Moreover, HERI presented evidence-based data on several retention models and introduced a formula to predict cohort retention utilizing their retention calculator. HERI provided attendees with a library of resources to help transform the ideology of retention, specifically to one of campuses with diverse student populations.

With its focus on providing support that will aid students in fulfilling both academic and life goals, the Trenholm State Student Success Center kicked off the fall 2014 academic term with the Student Success Workshop Series. The first event of the series entitled Stepping Stones to Success, included presentations from retention stakeholders of Trenholm State, Alabama State and Tuskegee University. The workshop topics were as follows: Seven Steps to Academic Success, Academic Success Through Active Learning with Study Skills, Dangers of Academic Fraud, Finding Internships and Employment with the Federal Government. Students were attentive and engaged; per the activity evaluations, an 88.3 percent overall student satisfaction rate was reported.

The SSC participated in the fall 2014 orientation activities by first introducing its newly hired coordinator, Mrs. Rebecca Ball-Coates, and second by directing attendees to the new SSC webpage while giving an overview of the services and resources. From the Student Success Center URL, students can view upcoming events, archived presentations from past events and the tutor schedule. Moreover, students can utilize web-based resources and make student success workshop requests on a variety of listed topics.

On September 11, 2014, The SSC hosted Dr. Richard A. Johnson, III, Student Success Academy director of Wiley College. Dr. Johnson was invited to conduct an institutional retention assessment, present his 3M retention model and discuss effective retention-based collaborative strategies. At the morning session entitled A Retention Discussion, Dr. Johnson spoke with the SSC staff, other Student Service units and several administrators on the importance of institutional synergy. During the afternoon session, Dr. Johnson presented his 3M retention model to members of the Trenholm State presidential cabinet, Retention Team and various retention stakeholders. Dr. Johnson was well received, and the college is currently reviewing his retention model and developing strategies to effectively incorporate its methods into the retention plan.
Institutional Research Office Expanded

Additional staff has been added to the Office of Institutional Research and Advancement.

The Office of Institutional Research and Advancement has expanded by hiring Ms. Eboni Love as an accountability and assessment coordinator, who will work under the supervision of the director of institutional research and advancement. Ms. Love will assist in the coordination, development and implementation of a strategic and comprehensive accountability plan, which includes regional accreditation and local, state and federal accountability requirements. She will be responsible for managing systems necessary to meet and maintain regional accreditation requirements, interim reporting requirements, and all other local, state, and federal accountability requirements. In addition, she will support and maintain the regional accreditation efforts and reports including preparing, verifying, and validating information used; publishing and monitoring SACSCOC standards; and ensuring continued compliance with all standards college-wide.

Before coming to Trenholm State, she worked at Alabama State University in Institutional Effectiveness, where she performed general office management duties, as well as provided technical assistance and trainings in WEAVEonline. She has received certificates in Assessment in the 21st Century Classrooms and Differentiating Instruction to Accommodate Learning from the State of Alabama while working at Alabama State University. Prior to her working at Alabama State University, Eboni worked as a contractor for the government in Information Technology, focusing on providing technical assistance worldwide for Air Force users by troubleshooting hardware, software and network connectivity issues. She received her CompTia Security + Certification while working as a contractor.

Her educational background includes an Associate’s in Applied Technology in Office Administration from Trenholm State Technical College, a Bachelor of Business Administration, and a Master of Science in Management, both from Faulkner University.

Welcome to the Title III Team

Ms. Ronica T. Thomas was appointed to serve as co-director for Title III-B, Activity I. This activity is designed to promote curriculum development and career upward mobility, enhance instructional delivery by purchasing state-of-the-art equipment to prevent obsolescence, and include relevant continuing education by providing support to the faculty and staff for the enhancement of professional growth that will heighten the academic infrastructure of the College.

Ms. Ronica T. Thomas joined the Trenholm State family full time on September 2010, as a full time Biology instructor. She worked three years as a Biology adjunct for Trenholm. Prior to being hired full time for Trenholm State, Ms. Thomas worked as a 7-12th Science teacher for Montgomery Public Schools for four years. Ms. Thomas has also taught Biology at Alabama State University and Faulkner University in Montgomery, Alabama. Ms. Thomas began her education at Alabama A&M University, receiving her BS in Biology. Ms. Thomas later enrolled in Auburn University Montgomery and completed her M.Ed. in Biology Education. She then received another M.Ed. in Counseling Education with an emphasis in Community Colleges from Auburn University of Montgomery.

Mr. Kenneth Cox was appointed to serve as Co-Director for Title III-B, Activity II. This activity is designed to improve its facilities and alleviate deficiencies in the College’s physical facilities.

Mr. Kenneth Cox has been with Trenholm State since October of 1999. Mr. Cox served eight years in the US Navy. Mr. Cox has served in many different roles while working at Trenholm. He has worked in the Business office, Central Supply and Maintenance. Mr. Cox is currently the safety and security coordinator. Kenneth was a member of Leadership Montgomery’s Class XXX.

Upcoming Events

2015 National Association of HBCU Title III Association Technical Assistance Workshop

June 22-26, 2015
San Antonio, Texas