Date: Friday, March 17, 2017   **Time: noon to 3:00PM**   **Location: Building 13, Room 205**

Attendees: Jess Moore (MVTPC), Josiah Wahlrab (MVTPC), Howard Norris (WCCC), Jared Parker (KFHS), Amanda Romero (Sinclair), Kyle Fisk (Sinclair)

1. **Miami Valley Tech Prep Consortium update**
   a. **2016-17 enrollment –** Jess shared a portion of the PowerPoint presented at the spring 2017 Tech Prep Coordinator Meeting held on Thursday, March 9 from 9AM-noon in 12-116. The number of students enrolled in with the MVTPC during fall 2016 was 10,698 (as of early December 2016). Also during the fall 2016 term, there were 3,261 former Tech Prep students enrolled at Sinclair. The slides included a breakdown of MVTPC demographics (number of students by pathway/student and percentages depicting gender and ethnicity), as well as student matriculation data from 2010-2016, degrees/certificates earned by Tech Prep students by academic division, Sinclair Tech Prep scholarships awarded over the past 11 years, and finally, total scholarships and grants disbursed to Tech Prep students enrolled at Sinclair from 2005-2016.

2. **Data Capture – Josiah Wahlrab, Operations Specialist (MVTPC)**
   a. **End of year credit capture –** Josiah presented to the group about possible changes in the credit capture process for the spring of 2017. At the time of the meeting the process was still being developed and Josiah was seeking input/feedback from partner school administrators and teachers. The credit capture process has been posted to the MVTPC web site: http://www.mvtechprep.org/index.cfm/resources/credit-capture-process. Josiah is working with teachers and schools on an individual basis regarding eLearn credit capture. Grades for these courses cannot be posted unless the student gets a C or better on the proficiency test, the student verifies that they want the grade posted, and are graduating seniors. The group touched on the fact that students who wish to proficiency test (by way of portfolio review) for any of the four VIS courses use a paper form for grading purposed that is provided by Jess in the Tech Prep office and do not need to use the eLearn portal for anything VIS-related.
   b. **Multiple Measures (alternative data sources for placement) –** Josiah shared that this initiative had an update in January 2017. MVTPC Director, Wendell Meyers shared the update via email to each partner school/district's Tech Prep coordinators. The new policy can be found on the MVTPC web site here: http://www.mvtechprep.org/index.cfm/resources/college-readiness. Josiah also shared some additional quick reference resources to help students determine what ENG and MAT courses they are eligible to take under the revised policy.
   c. **Non-Employee Account Request –** *Any* CTE teachers planning to offer eLearn proficiency options for their students must contact Tim Bryant timothy.bryant@sinclair.edu/937-512-2406 in the Tech Prep office for a non-employee network account form. If a teacher has already completed the form through the Tech Prep office, Tim is able to renew an account from one year to the next without the teacher completing the form again. Again, since the VIS courses are not in eLearn, this only applies to instructors who offer proficiency credits (ex. CIS 1350) included on the MVTPC credit options sheet.

3. **Kyle Fisk, Design Professor and Amanda Romero, Design Chair/Professor**
   a. **Portfolio/proficiency credit options for VIS –** As it has been in the past, proficiency credit granted via portfolio review is available for VIS 1110 – Design Basics, VIS 1110 – Design Drawing, VIS 1140 – Design Processes I, and VIS 1250 – Print Production. Information about the process can be found here: http://www.sccportfolios.com/proficiency (look for verbiage at top related to Tech Prep).
   b. **VIS programs of study at Sinclair –** The department currently offers an AAS in Visual Communications and two short-term technical certificates in Design Processes and Digital Design. Details about the degree program and two STCs can be found here: https://www.sinclair.edu/academics/divisions/lcs/ind. Amanda shared a double-sided single page glossy marketing piece (included at end of meeting minutes) that promotes all three

degree/certificate options offered through the VIS department. There is also a 30-hour Digital Marketing Technologies certificate that combines CIS/VIS/MRK courses, with a heavy emphasis on MRK coursework.

    c. **VIS department updates** – Amanda shared that the department is looking to expand VIS course opportunities at the Sinclair Courseview/Mason campus with a focus on the VIS foundation courses. The department is also planning on implementing various updates/upgrades in the Building 13 VIS computer labs.

4. **CIS 1350 – Web Site Development w/HMTL and CSS –** MVTPC offers a proficiency opportunity for the CIS 1350 course. CIS 1350 is a required course the Digital Marketing Technologies certificate, as well as a variety of other degrees in COM, CIS, and BIS. Jared Parker indicated that he would be interested in exploring the CIS 1350 course as a possible credit option for his students.

5. **ODE and ODHE updates**
   a. **CTE-26 process for FY18 –** Select CTE programs were required to submit CTE-26 applications this year for state funding. The deadline for application via the ODE was March 1, 2017. This process is completed by school administrators with teacher input.
   b. **Interactive Media CTAGs**: There are currently no Sinclair course equivalents for any of the Interactive Media Technology rolled out on 2/20/15, though many other Ohio colleges and universities do offer course equivalents. Teachers/students can view course equivalents at this web site: https://reports-cems.transfercredit.ohio.gov/pg_9?::NO:9.
   c. **Visual Design and Imaging CTAGs:** This March Sinclair was CTAG-approved for two Visual Design and Imaging CTAG course equivalents. CTVDI001 - Design and Typography Fundamentals matches VIS 1208 – Typography and CTVDI002 - Fundamentals of Advertising and Communication matches MRK 2102 – Principles of Advertising. Students, with the help of their teachers and administrators, must complete a verification form found here: https://www.ohiohighered.org/sites/ohiohighered.org/files/uploads/transfer/CT2/Verification%20Form-VDI-Front.pdf, and the school must send it to the college or university they wish to attend.

6. **Junior Career Exploration Days –** Jess will reach out to teachers mid fall to inquire about setting up Sinclair campus visits/tours for spring term 2018 (beginning in January). This past year's Career Exploration Days went really well, and next year Jess will continue to build upon and attempt to improve the visits for the students. The teachers in attendance asked if it might be possible for visiting students to shadow or observe a VIS class in session during a Career Day visit next year. Jess will check with VIS faculty to see if this is a possibility for the 2018 visits.

7. **Sinclair Student Services outreach initiatives and incentives**
   a. **Onsite advising –** From the previous year, this initiative mostly changed from onsite registration to onsite advising. Sinclair student services offices will work with partner schools that have students interested in attending Sinclair in the fall, though it will *mostly* involve intense advising with "next steps" so that students have more responsibility in their future (i.e., knowing what all it takes to register, pay, withdraw, etc.)
   b. **Buy One, Get One (BOGO) summer courses at Sinclair** – Last summer 284 students (mostly 2015 grads) registered, and of those around 50 with drew leaving a total of 234 students participating. Almost 80% completed and 74% continued on to take classes in the fall. We will be looking at spring 2017 numbers after semester ends. This year the BOGO offer is for both 2017 Tech Prep grads and 2016 Tech Prep grads. Details about the BOGO offer may be found here: http://www.mvtechprep.org/index.cfm/gallery/bogo-2017
   c. **Tech Prep Express Registration –** Two dates are scheduled for Express Registration for spring 2017. Details can be found here: http://www.mvtechprep.org/index.cfm/gallery/express-registration-days-2017

8. **College Transition**
   a. **Sinclair application –** Any students who completed the Sinclair Tech Prep application fall 2015 and plan to attend Sinclair summer of 2017 or fall of 2017 must reapply to Sinclair by following this link: https://apply.sinclair.edu/standard.cfm. An explanation for the reapplication process may be found at www.mvtech.prep.org by clicking on the "2017 Re-application Notice" link on the right-hand side of the page.
   b. **New Sinclair/Tech Prep tri-fold –** The MVTPC office worked closely with the Sinclair Marketing Department to create a double-sided tri-fold that provides pertinent information to Tech Prep students regarding: documenting

their CTE program/program teacher, Sinclair Tartan ID numbers, courses for which they may earn college credit, links to other scholarship opportunities, a complete list of degree and certificate programs offered at Sinclair, etc. These were delivered to partner schools in January and February for teachers to share with their students. They were distributed a little later than the Tech Prep office had intended. Some edits/revisions will most likely be made for the 2017-18 tri-fold, and it should be ready for CTE teachers to disseminate to students in the fall of 2017.

c. **Getting Ready for College –** The 2017 Getting Ready for College (GRFC) event took place on Thursday, February 16th from 5:30PM-7:30PM, and attendance this year was at an all-time high with an estimated 600 students/family members in attendance. Next year's event is scheduled for Thursday, February 15, 2018.

d. **Scholarship packets –** Partner schools will receive their scholarship packets by dates requested to the MVTPC office. This typically happens in late April and continues through May.

e. **Ordering Sinclair transcripts –** Students may order official Sinclair transcripts by following this link: http://www.sinclair.edu/services/basics/registration-and-student-records/student-records/transcripts.

f. **University Transfer opportunities –** Students who matriculate to Sinclair have many opportunities to continue on to complete bachelor's degrees at four-year colleges and universities that have articulation/transfer agreements with Sinclair. Detailed information about these opportunities may be found here: https://www.sinclair.edu/about/offices/provost/articulation-transfer. For those students particularly interested in completing at Wright State or UD, there are additional web sites available detailing programs of study and special incentives for transfer students. The UD Sinclair Academy link may be found here: https://www.udayton.edu/academy and the Wright State Sinclair Double Degree link may be found here: http://www.wright.edu/sinclair-double-degree.

9. **Tech Prep Scholarship**
   a. **Change in policy announced summer 2016 –** Just a reminder that Sinclair Tech Prep scholarship recipients may use their scholarship dollars to pursue *any* degree or certificate program at Sinclair. Students may take classes at any Sinclair location or online and use their scholarship award money. Details about this summer 2016 policy change may be found here: http://www.mvtechprep.org/index.cfm/resources/scholarship-update
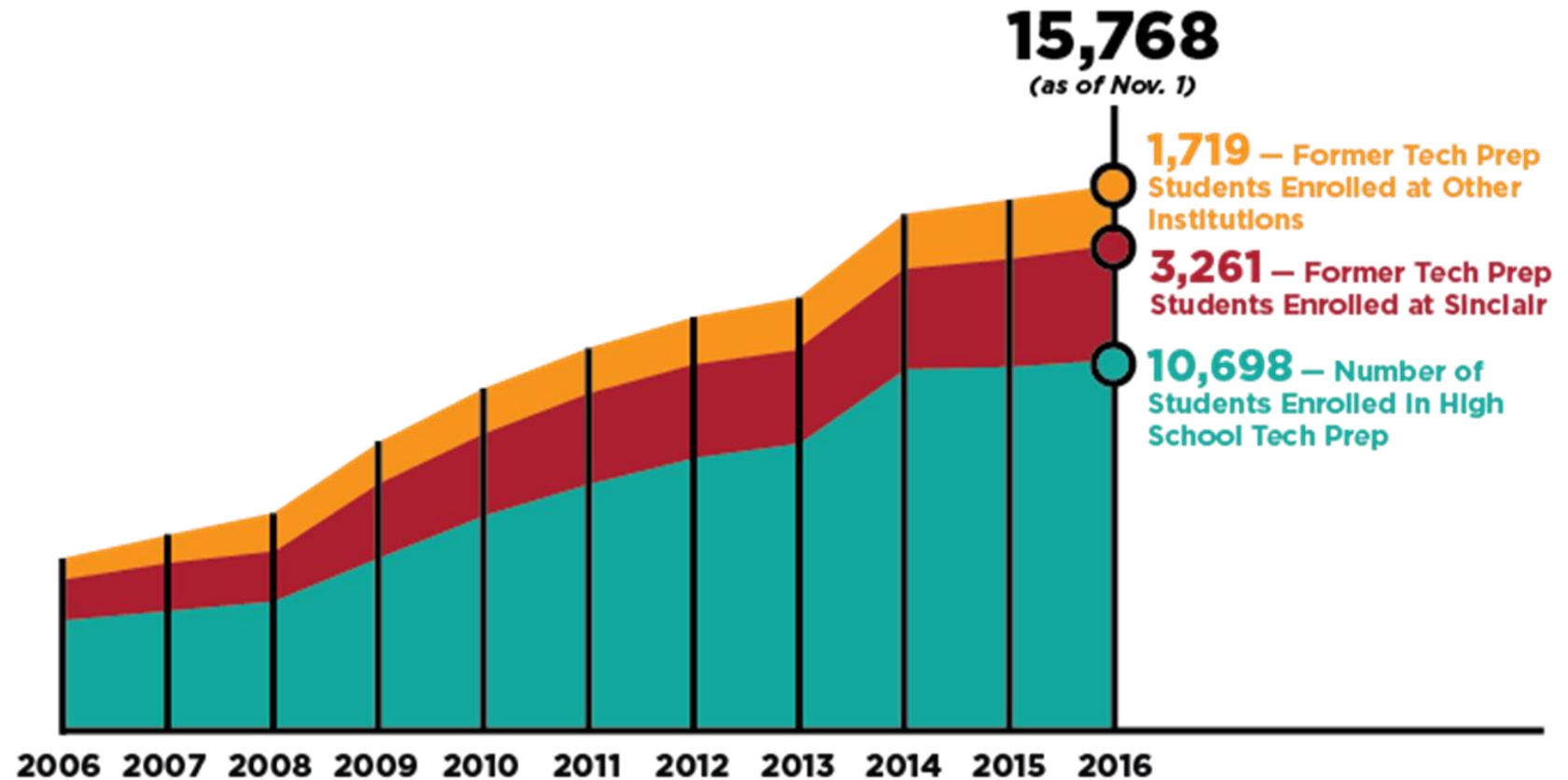
10. **Fall Tech Prep application process –** At the time of the Summit and at the time or publishing Summit notes there are no definite changes to report, but stay tuned for any notifications from the Tech Prep office in early fall (August or September) regarding the Tech Prep student application process.
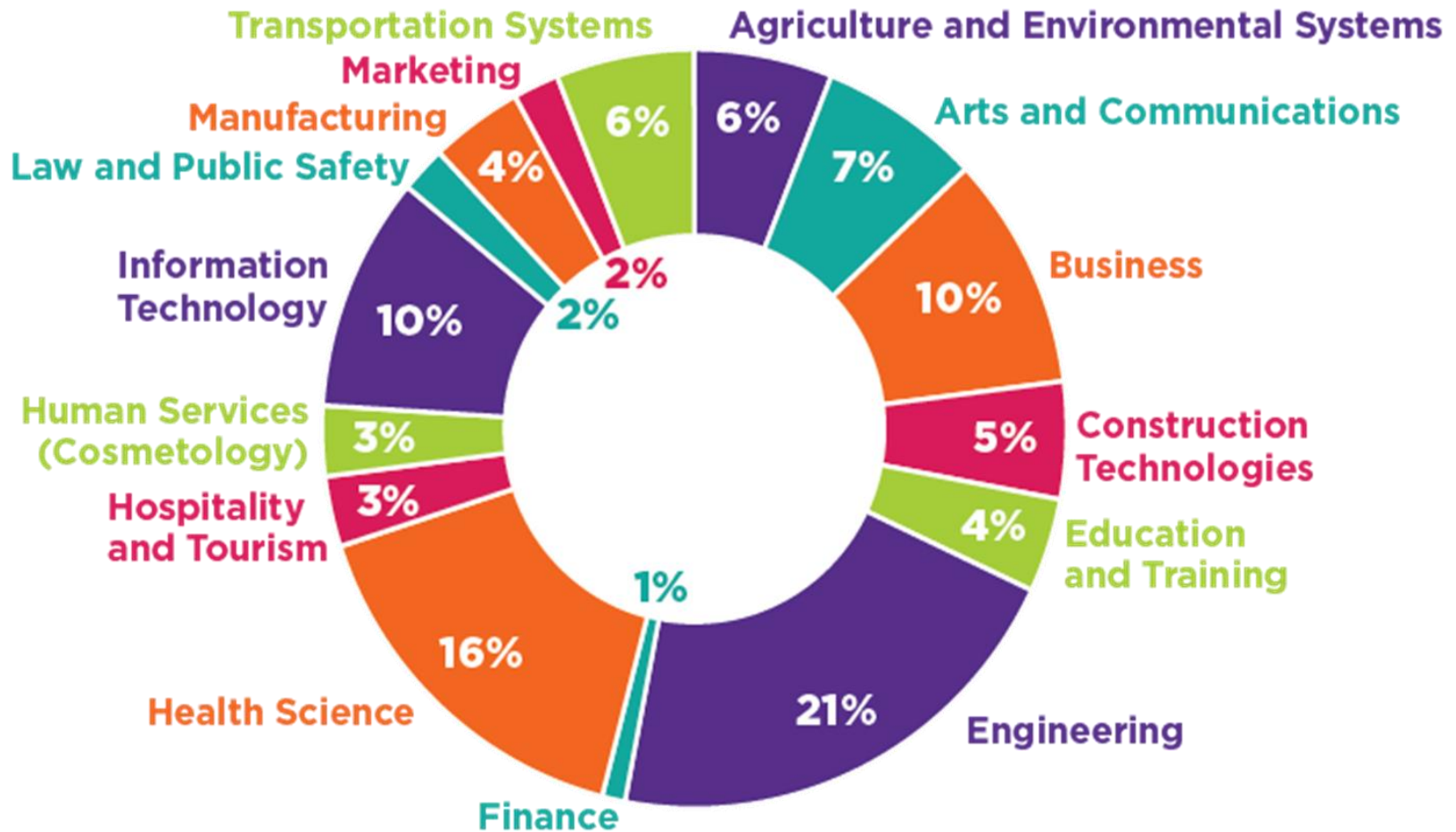
11. **End of the year info capture processes**
    a. **Teacher demographic information updated for 2017-2018 –** If teachers anticipate any changes to their contact information (email, telephone #, job title) for the next school year, please let Jess Moore at jess.moore@sinclair.edu/937-512-5141 know so she can notify the Tech Prep data team of any updates/changes.
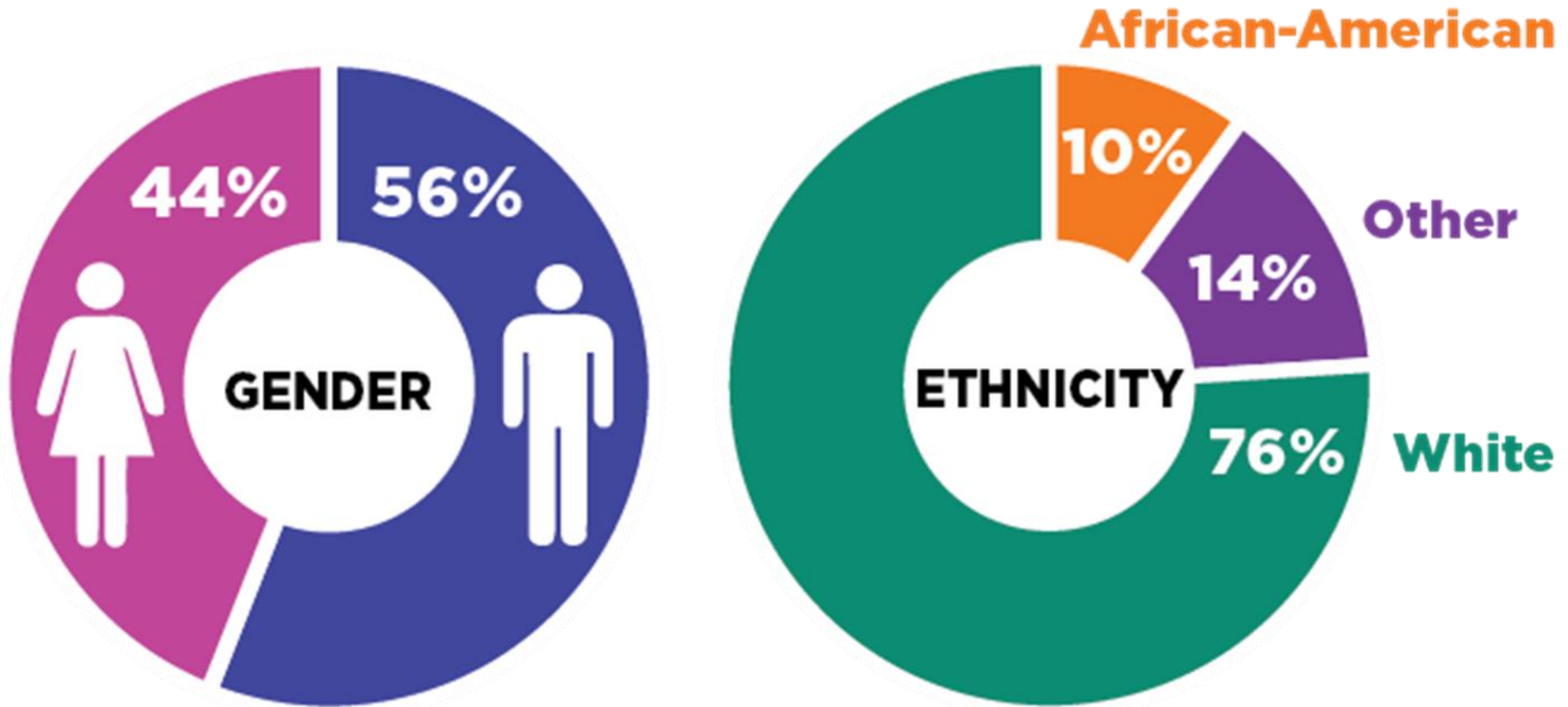
Miami Valley Tech Prep Update
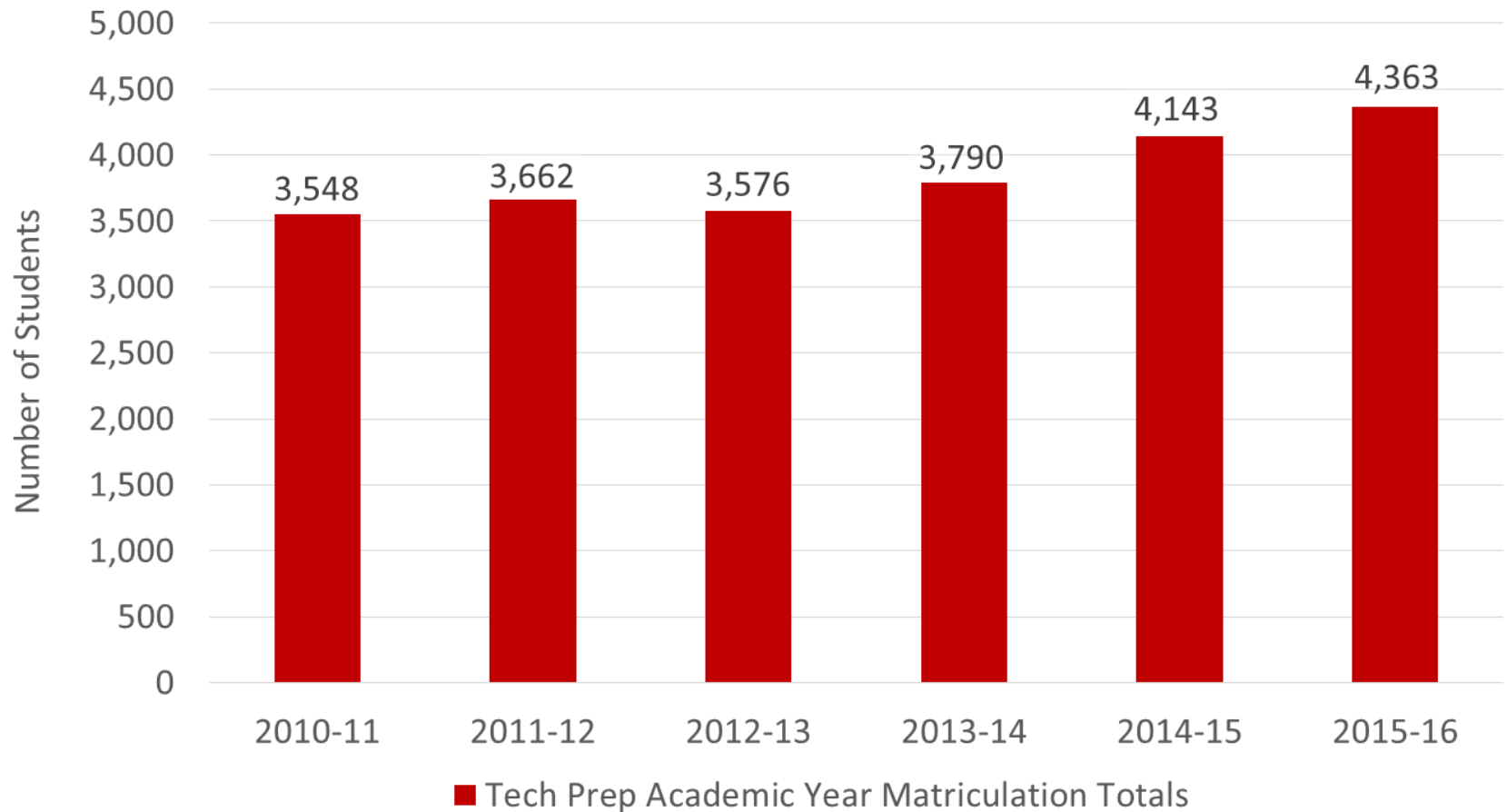
Miami Valley Tech Prep Annual Fall Student Enrollment

15,768
(as of Nov. 1)

1,719 — Former Tech Prep Students Enrolled at Other Institutions

3,261 — Former Tech Prep Students Enrolled at Sinclair

10,698 — Number of Students Enrolled in High School Tech Prep

2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016

130 YEARS

MVTPC Student Demographics

MVTPC Student Demographics

Miami Valley Tech Prep – Sinclair Student Matriculation Data

Sinclair Degrees and Certificates Earned by MV Tech Prep Students
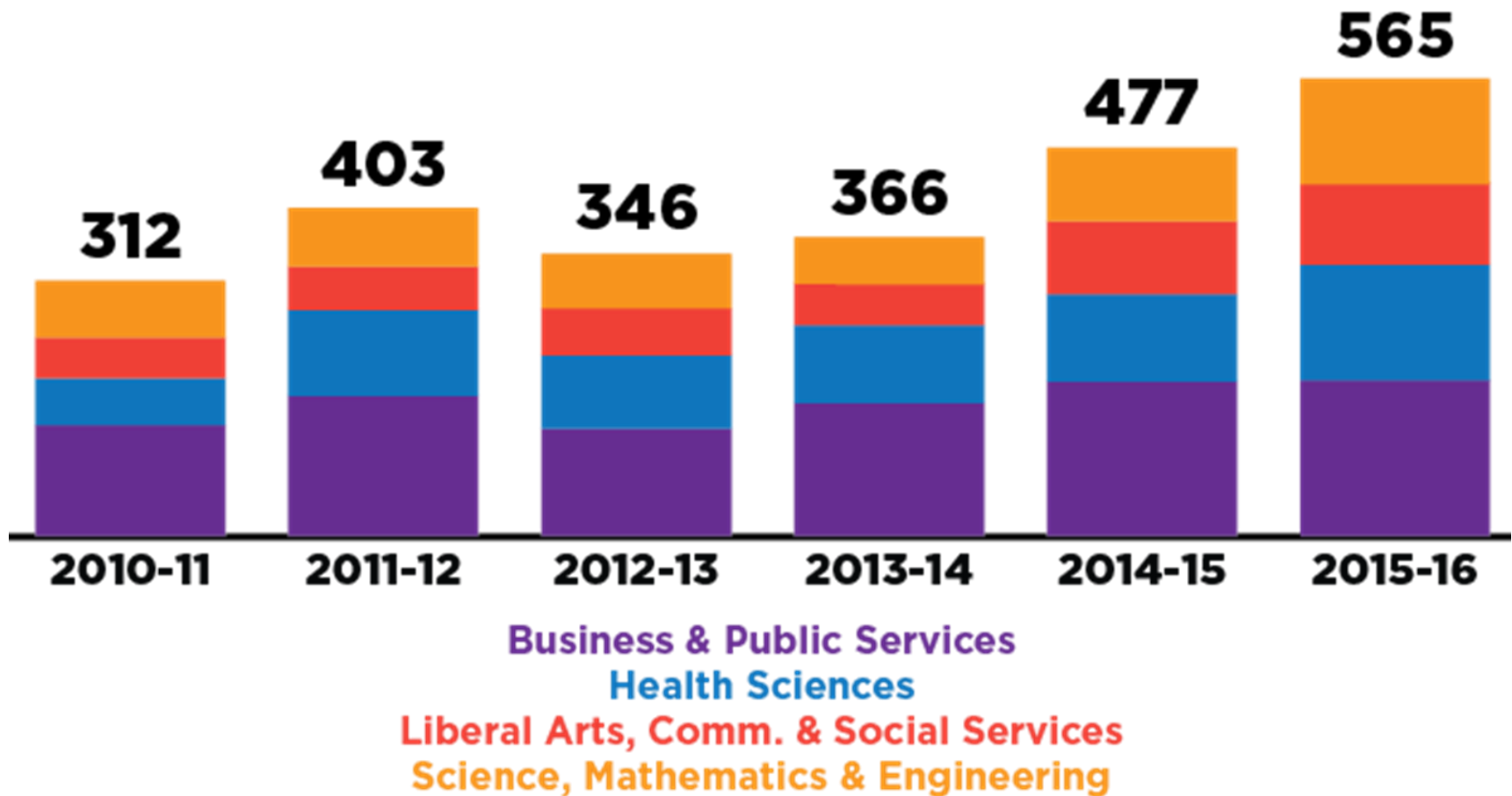
Business & Public Services
Health Sciences
Liberal Arts, Comm. & Social Services
Science, Mathematics & Engineering
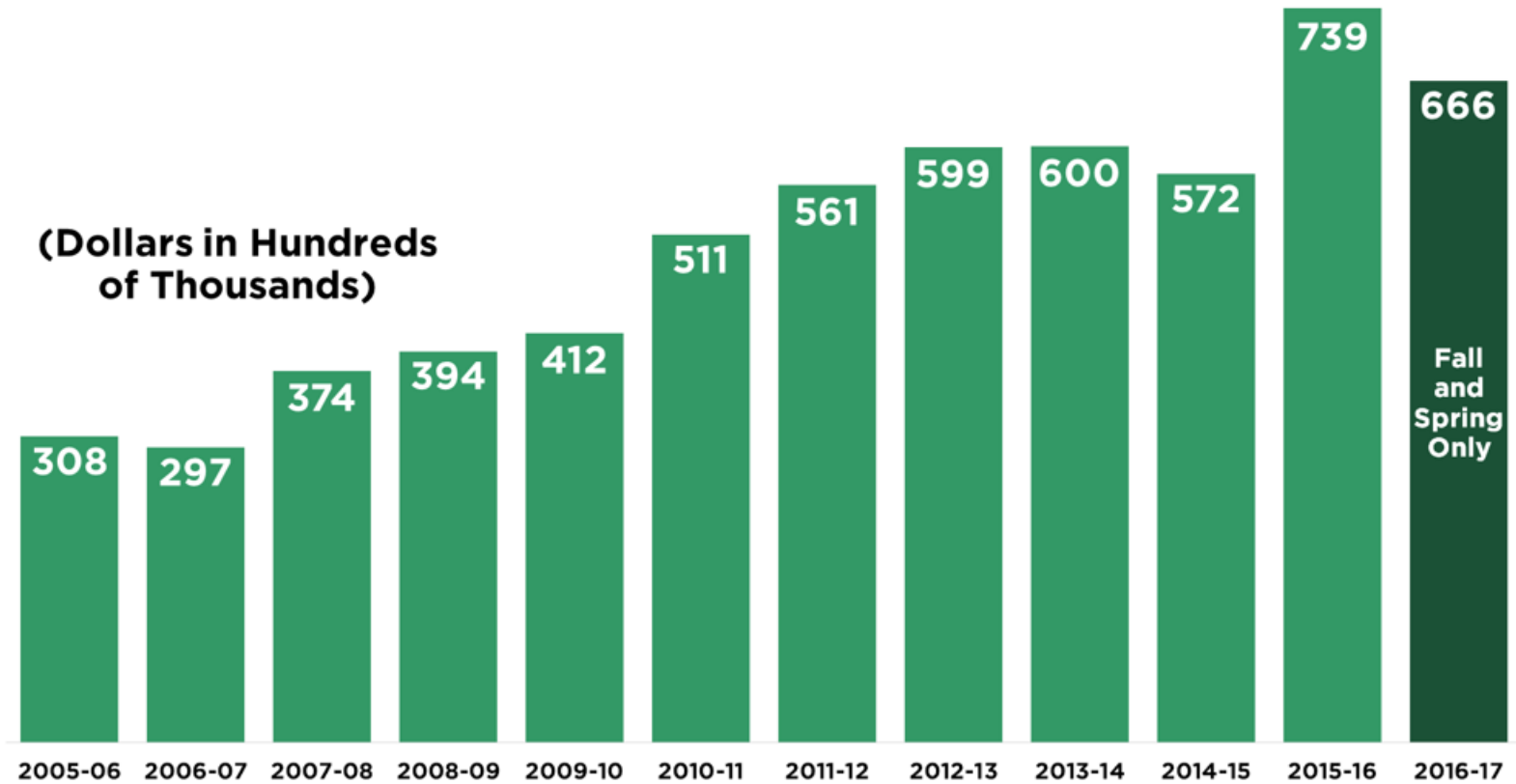
SINCLAIR
COLLEGE
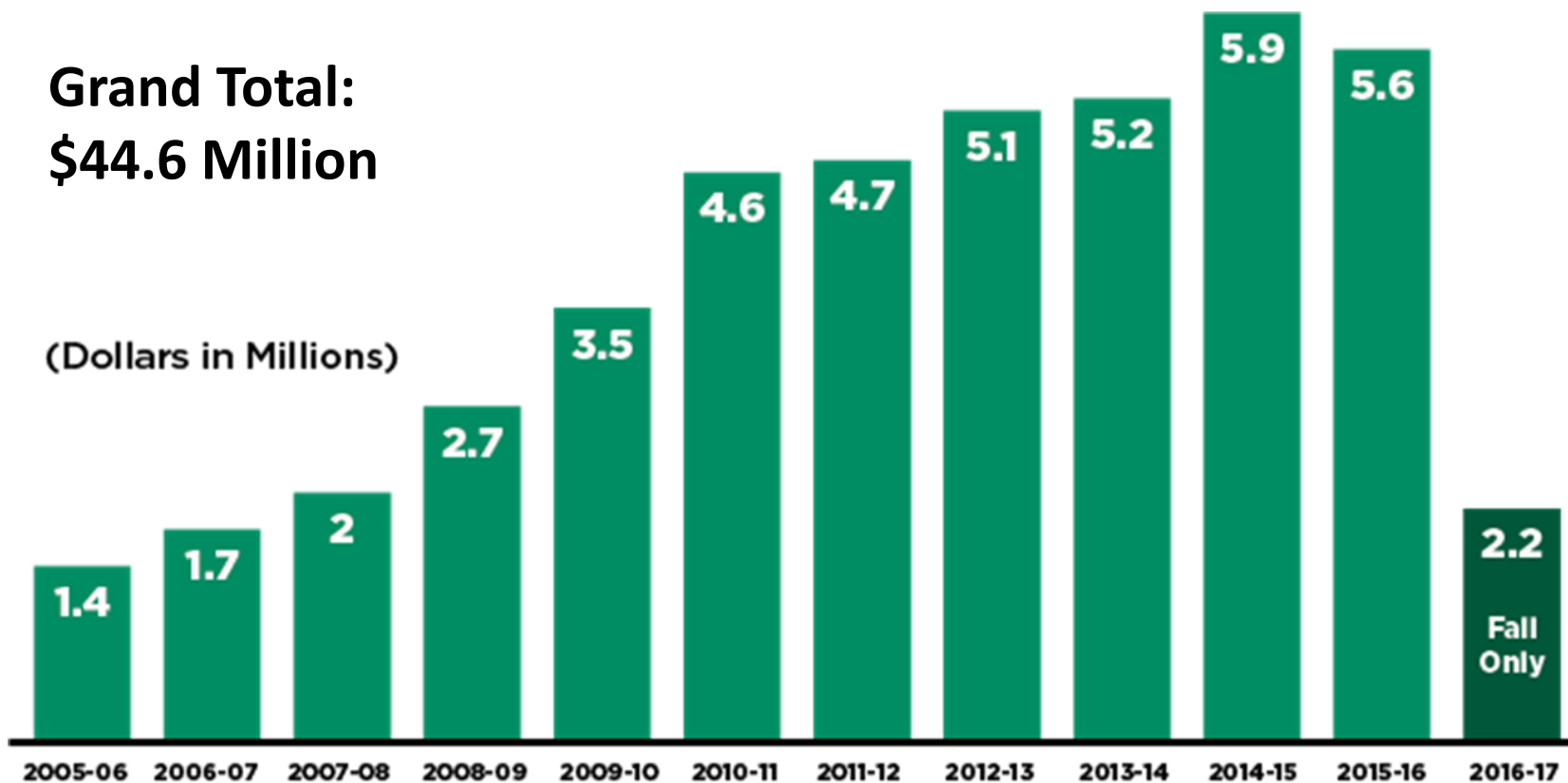
VISUAL COMMUNICATIONS

DEGREES AND CERTIFICATES

- Associate of Applied Science degree in Visual Communications
- Design Processes Short-term Certificate
- Digital Design Short-term Certificate

PROGRAM LOCATION

The program classes are offered entirely at the Dayton Campus.

CAREER OPPORTUNITIES

Graphic/web/interactive designer, prepress operator, exhibit designer, package designer, advertising/ marketing, print publication, television graphics, environmental designer

$25,000 $35,000

$0 $50,000

Salary Range
for Graphic Designers in the Dayton region in 2016

JOB GROWTH 7%

Projected growth in jobs over the next 10 years

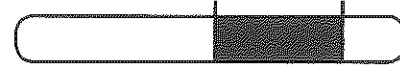## CO-OP AND INTERNSHIP

OPPORTUNITIES AVAILABLE

Receiving hands-on graphic design experience makes you more valuable and marketable to companies when you look for a job after completing your program.
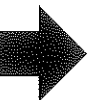
STUDENT GROUPS & CLUBS
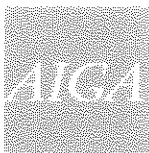
We offer membership to the American Institute of Graphic Arts (AIGA), a professional association for design.

ACCREDITED BY

NASAD **National Association of Schools of Art and Design (NASAD) since 2002**

TRANSFER AGREEMENTS

Graduates may choose to transfer to a four-year college or university to complete a bachelor's degree. Sinclair makes it easy to transfer your credits!

www.sinclair.edu/design

Amanda Romero, Chairperson/Professor | (937) 512-4505 | amanda.romero@sinclair.edu

Associate of Applied Science: Visual Communications

Course #	Course Title	Description
VIS 1100	Design Basics	Introduction to the fundamentals of two-dimensional and three-dimensional design. Students will apply critical and creative thinking techniques to applied projects that will explore the use of conceptualization, color, typography, image, modeling, and applying the fundamentals of design. Two classroom, four lab hours per week.
VIS 1110	Design Drawing	Introduction to design drawing techniques as applied to visual communications, including stylization, perspective, shading, and rendering. Two classroom, four lab hours per week.
VIS 1140	Design Processes I	Introduction to computer illustration, imaging, photo manipulation, page layout, and composition techniques using industry based software.
VIS 1180	History of Design	History of graphic design covering major designers and their work, as well as design movements. From the origins of graphic art including printing and typography through the rise of the Internet, this course will explore the connection between culture and technology in the evolution of graphic design.
ENG 1101	English Composition I	
VIS 1208	Typography	Introduction to typography as an element and tool of visual communication. The concept of type as image is emphasized. Two classroom, four lab hours per week
VIS 1218	Design Processes II	Introduction to media design, including digital video, animation, and web-based software applications, for the development of online interactive media. Design basics and a hands-on approach emphasized.
VIS 1250	Print Production	This course will provide the fundamentals of the various printing processes. It will include digital prepress techniques used to prepare layouts for the different processes used in the industry.
MAT 1110 or 1120	Beginning Algebra or Business Math or any OTM course	
VIS 2110	Design Principles	Development of an identity system, visual language, stationery system, and identity manual. Exploration of advanced elements and principles of design; introduction to symbology. Two classroom, four lab hours per week.
VIS 2120	Design Applications I	Design Applications I will cover the development of a pictogram and wayfinding system that will be used as a component to an overall Identity Manual developed in Design Principles. Two classroom, four lab hours per week.
PSY 1100	General Psychology	
ART 2230 or 2231	Art History: Ancient through Medieval or Renaissance through Contemporary Periods	
VIS 2160	Design Applications II	Advanced application of design principles. Emphasis will be placed on creating fully-developed digital media. Two classroom, four lab hours per week.
VIS 2260	Portfolio Development	Graphic design business practices including individualized portfolio development, work experience, and development of professional practice skills; including cost estimating, contract writing, sales, and communication techniques. Two classroom, four lab hours per week.
Elective	VIS, IND, MRK or ART Elective	
COM 2206	Interpersonal Communication	

Short Term Certificate in Processes for Design Processes

Complete the following courses detailed above:

VIS 1100	VIS 1140	VIS 1208	VIS 1250

Short Term Certificate in Processes for Digital Design

Complete the following courses detailed above:

VIS 1100	VIS 1140	VIS 1208	VIS 1218
VIS 2160			