Breakfast
Dean Sapienza welcomed everyone for coming out early. The new Interim Associate Dean, Dr. Dan Deckler, joined us this week. He came from the classroom and is making the transition into his new role. Everyone else went around the table and introduced themselves.

Written Departmental Updates

**Student Services & Enrollment Management**

*Fall 2012 Enrollment Update*

The University of Akron Wayne College had another very good enrollment year, though it was a decline from the record last year. The overall headcount was at 2,427 which is our third largest enrollment behind last two years. This indicates a decrease in headcount from of previous year of 3.26%. The credit hour production is 20,793 which is also the third largest at the College. This is a decrease of 2.88% from the previous year. We have seen an increase of 3.25% over last year for new students to the college. There is a record high of 730 new students attending this fall.

*Dual Enrollment Program*

We have expanded the off-campus dual enrollment programs with area high schools and their students. There are a total of 276 high school students taking college courses with Wayne College either on the Wayne Campus or at one of the area high schools. The Orrville and Rittman College Academy is now in its second year and continue to thrive. Other high schools such as Black River High School and Ashland High School elected to use this new model. By fall 2013 the College’s plan is to have all off-campus dual enrollment programs to follow the Orrville-Rittman model.

*Establishing “The Akron Experience” at the Wayne Campus (Student Life)*

The Akron Experience is an awareness created and a relationship established with a student that ignites their passion and trust in the University of Akron both inside and outside the classroom. This is done through planned services and functions which will engage the student throughout their involvement with the University.

Wayne College is working with the Akron Campus to establish this experience at the Wayne Campus by using some of the services and functions that Akron uses. The following are being implemented at Wayne:

- The BCSSE (Beginning College Survey of Student Engagement)
  BCSSE collects data about entering college students’ high school academic and co-curricular experiences, as well as their expectations for participating in educationally purposeful activities during the first college year. BCSSE was administered during new student orientation. The data will be reviewed, analyzed and be available to advisors to review with students during their spring semester registration session beginning in October.

- MAP-Works (Retention Software)
  MAP-Works (Making Achievement Possible) empowers faculty and staff to positively impact student success and retention by identifying at-risk students early in the term. It efficiently and effectively provides faculty and staff the information they need to identify and coordinate interventions with at-risk students. We are using it for the second year. In the first year we had 30% of the new student participate in the survey and we are planning to double that number this year. The English Department has agreed to work with their new students to urge them to participate in taking the survey, as well as, working with the student services area of the college to alert them when a student is missing class or not performing adequately so we can get them some assistance.

- OrgSync
OrgSync facilitates engagement by connecting our students to organizations, departments, and programs. The web-hosted platform creates an online community for the campus, and helps units across the institution improve communication, information sharing, collaboration and reporting with online tool students want to use. This tool is being used by our student organizations to help the better communicate with each other. Announcements regarding activities, events and programs can be issued out both at the Wayne and Akron Campuses. Our student is also connected with the Akron student organizations through this tool. This tool was implemented last spring and will be expanded during the 2012-13 year.

- Focus 2
  FOCUS 2 guides the students through a reliable career and education decision making model to help them choose their major at your college and make informed decisions about their career. FOCUS 2 combines 5 self-assessments, career and major exploration, action planning and decision making in one comprehensive product. The tool is customized with the university's majors, students' assessment results are matched to career options and majors/programs offered at the university. Our students began using this tool last year. We contact new students to encourage them to take the assessment, especially the students who are undecided. Students must take the assessment prior to meeting with the Career Services Counselor. We expect this tool to assist students to choose a major earlier in their college career, which helps with their retention at the university.

- Simulcast Akron Events
  During the year the plan is to have more events at the Akron Campus streamed to the Wayne Campus so students can enjoy some of the activities at the Akron Campus. The actual event schedule has yet to be determined but it should be decided soon.

### Community Relations

#### Events

**Recent Events**

- Jazz Pianist Joe Augustine- Approximately 100 community members attended
- Hydraulic Fracturing Forum- Approximately 80 community and business leaders attended
- 40th Anniversary Celebration- Approximately 175 community members, founders, and founder families attended. The event was very well received.
- UA on Display- main campus event for students past, present and future
- Wayne County Fair booth- as always, a large number of people visited the booth and our giveaway items were very popular

**Upcoming Events**

- Oct. 23- Candidates Night
- Nov. 2 & 3- Shakespeare festival

### Marketing

An effort is being made to convey a stronger connection between Wayne College and main campus

- New athletics logo has been created to tie Wayne Warriors brand to the Akron Zips brand
- Wayne colors have been updated to blue and gold to include the website
- Zippy, President Proenza and Provost Sherman all participated in the 40th anniversary event

### Targeted Recruitment

- A PURL postcard will be mailed to high school seniors. Another PURL will be sent to these same students in the late fall
- Fall enrollment ads ran in local newspapers, on the radio and on Facebook
- Direct mail postcard were recently mailed promoting “College Roadmap” and the fall open house for prospective students
- Direct mail postcards were sent to Ashland County residents over the summer in an effort to extend our market area
- Direct mail postcards were sent to parents of potential students in June focusing on the affordability of Wayne College
- Roo Crew community service effort is gaining momentum—participated in Relay for Life in June, Heartland Point lunch clean-up in July and will be helping with Woosterfest Kinderplatz area in September

**Continuing Education & Workforce Development**

*Provided Services to the Following Companies*

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Service Provided</th>
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<tbody>
<tr>
<td>Accel Group</td>
<td>Huntington Insurance Company</td>
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<tr>
<td>Ashland Co West Holmes Career Ctr.</td>
<td>JLG Industries, Inc.</td>
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<tr>
<td>Akron Brass Co.</td>
<td>K &amp; M Builders</td>
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<td>Keim Lumber Company</td>
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<td>Bekaert Corporation</td>
<td>LuK USA, LLC</td>
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<td>Bovile Industrial Coatings Bowden and Associates</td>
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<td>Child Guidance &amp; Family Solutions</td>
<td>Medina County Women’s Journal</td>
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<td>Christian Children’s Home of Ohio</td>
<td>Mental Health &amp; Recovery Bd.</td>
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<td>Clinton Aluminum</td>
<td>Metals USA</td>
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<td>Miller, Mast and Mason LTD</td>
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<td>PPG Industries</td>
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<tr>
<td>First Steps Preschool</td>
<td>PRISM Health</td>
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*Continued on next page...*
Enrollment Review

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<th>Open Enrollment</th>
<th>Contract Services</th>
<th>Total Served</th>
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<tr>
<td>Short-term job training, professional development and computer classes</td>
<td>Training, Assessment and Surveys</td>
<td>3578</td>
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<tr>
<td>Number of courses/events held – instructor-led</td>
<td>Number of contracts</td>
<td>105</td>
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<tr>
<td>Enrollment for instructor-led courses/events</td>
<td>Number of companies served by contract</td>
<td>897</td>
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<tr>
<td>On-line enrollments</td>
<td>Number of employer surveys developed and delivered</td>
<td>137</td>
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<tr>
<td></td>
<td>Number of employees trained</td>
<td>2</td>
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<tr>
<td></td>
<td>Number of assessments delivered for employers</td>
<td>556</td>
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<td>Certification Testing Center</td>
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<td></td>
<td>Number of testing vendors</td>
<td>8</td>
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<tr>
<td></td>
<td>Number of certification tests delivered</td>
<td>1176</td>
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Verbal Departmental Updates

**Student Life & Enrollment Management: Gordon Holly**

Our enrollment is a little over 2500 students. We are continuing to watch our retention. Our final numbers are not quite in yet. Retention will be our main focus. We have had a very successful year thus far. We are hiring a new Disability Specialist & Coordinator. Our ADA services have significantly increased over the last couple of years. This past summer we lost our Coordinator of Academic Advising. He was in a tragic accident and drowned. We are in the process of hiring a new Academic Advisor to fill that void. We will be focusing on Mapworks and the Akron Experience. We want to make sure our students experience the Akron Experience. We are trying to keep them connected to the Akron Campus. We want them to feel a part of Wayne College and the Akron Campus.

Lynn Moomaw: What is considered at risk here? How many did you identify and are they still on track?
Gordon Holly: This is our first year. It is only used for incoming freshman. We sent out about 300 surveys to identify where they are at during the first three weeks of school. Once we receive that information it gives us an idea if they are a risk if they are to leave us or stay. Our Academic Advisors will then step in and help the students to continue helping them move forward. This fall will only be our second group. It will go out to those students in the next couple of weeks. The goal is to make sure students were successful.

Jon Ritchie: With the University's new admission policy the incoming class is probably one that struggled more. Does that open more challenges for retention? Is the College taking steps to meet that challenge?
Gordon Holly: This year didn’t affect us as much, probably because it was the first year. I think we only had about 3.

Jon Ritchie: Where are those students attending?
Neil Sapienza: We are talking about mainly Summit County students. There is no direct place for those students to really attend. The U of A is considering, with the OBR, the rethinking of the role of Summit College at the Akron Campus. They are considering that college as a branch campus so they would still be able to service the underprepared students from Summit College. It is hard to tell where they are attending at this point.

Lynn Moomaw: Is there an incentive to encourage students to take the tests?
Gordon Holly: Some of the tests they have to take. They do that at orientation. Mapworks is optional. One thing that will assist is the English Department has decided to assist by doing them through the classes. We do a raffle for the students that take Mapworks are then entered into a drawing for a $100 gift card.

Darcy Pajak: With the discussions about students selecting majors and then find the market doesn’t support that pathway and we ask students to make a career decision earlier on in their college career, what is being done to address that issue?
Gordon Holly: There is a test to help students identify areas they may want to go through. Then they meet with the career services staff to discuss their options with their early skillsets and interests.

**Community Relations: Regina Schwartz**
We have been busy this academic year so far. We brought in pianist Joe Augustine, 40th Anniversary & Founders Celebration, had a booth at the Wayne County Fair and participated in UA on Display (great recruitment opportunity). Through UA on Display we were able to reach several high school students. We directed them to our web page to then get to our Facebook page that displayed the pictures that were captured at UA on Display with our Zippy balloon. This week we reached 13,000+ people, mostly high school students, which is wonderful. Our 40th was a very special event. We unveiled a new founder’s plaque and produced a few founders videos. One of the founders videos was played for the group. Some upcoming events are Wooster Fest, Arthritis Foundation Expo, Candidates Night and Shakespeare Festival. Insight will be coming out in October, a new enhanced digital publication.

**Continuing Education & Workforce Development: Amy Mast**
End of fiscal year data is ran for records. Some of the data that was previously distributed was verbally shared.

Handout on the “grant” what it offers and opportunities that will be presented was discussed (attached at end of minutes).
Discussion

**Career Services: Carol Pleuss**

A few handouts were handed out (attached at end of minutes). Career Services sends out a letter to the students informing them about the Focus 2 program. This is a free instrument to help gain insight into their academic and career strengths and what would be a good fit. The program can be accessed on Career Services site using the generic password of “zippy.” The goal is to get students on a career path sooner to assist in retention and graduation rates. This is part of the Akron Experience. Career Services works with the students at the beginning of their college career, during and then after graduation. To see what all Career Services offers to Wayne College student visit their site at [http://wayne.uakron.edu/student-services/career-services/](http://wayne.uakron.edu/student-services/career-services/).

Darcy Pajak: Do you know there is a Personnel Association for Wayne County that encourages job postings? Have you sent things to them?

Carol Pleuss: Yes, they are involved in our career expo too.

Regina Schwartz: Ohio Means Jobs link has been added to the site as well (Darcy Pajak had suggested at the last WCCAC meeting).

Darcy Pajak: With recent media from Wayne College, which has been terrific and long overdue and is effective, have you heard from competition that some Colleges and Universities are starting to market the 3-year baccalaureate (which is nothing new), are you getting any parents of students looking at the cost of 3-year vs. 4-year? The concern with that new shift, has there been any thought how that might effect from a strategic standpoint of a 2-year college?

Neil Sapienza: The OBR is pushing and mandating that a year from now it should be available online to complete 50% of courses in 3 years. A move to reduce total number of credits to 120 is part of that. They are also looking at associates degrees decreasing to 60. General education requirements are also being reviewed. The idea of dual enrollment is also being looked at as part of the 3-year time frame. Summer schedules will need to offer more as well.

**Library Services: Maureen Lerch**

The value of the academic library was discussed, [http://wayne.uakron.edu/library/](http://wayne.uakron.edu/library/). There is a section dedicated to community members. There is a Community Card that is offered to assist in providing resources that maybe a public library system may not offer. It will provide access to not only what we have on campus but through Ohio Link. Community members would have the same benefit as our students – delivery free of charge. We have fundraising efforts we do in the fall and spring semesters and then donate the funds to a local charity organization. The Fireside Readers Book Discussion Group started back in 2005. We gather once a month discussing different types of books. We have read over 60 books over the last several years. The information literacy section provides students with the basic skills to identify the information they need, locate the resources, meet that need and then evaluate.

Darcy Pajak: With all the information available have you seen decline in circulation?

Maureen Lerch: Strangely no, our circulation is consistent. The books we buy support our curriculum. We are looking at spending more on electronic resources. So we may start to see a decrease in circulation but usage in a different way.

Denise Edington: Are students required to take information literacy?

Maureen Lerch: Several different courses require students to take the workshops that run through the basic literacy skills. In addition, we do a lot of library instruction specific to assignments.
College Update: Neil Sapienza

We have been looking to renovate our science labs and that project is on track. The renovation will begin in early May and be done over the summer to be completed for beginning of fall 2013 semester. The renovation is long overdue. The new entryway is well underway and will be delayed until spring 2013, due to the laying of asphalt. The addition of the new DL classroom was completed over the summer. Now we have two fully functional DL classrooms. This provides more opportunity for the offering of classes between our additional locations (Holmes County, Lakewood, Medina, Brunswick). The wireless network will be upgraded. The SLB is very robust, but in the other building are pretty old and slow. So in phases we will begin to make those upgrades. That should be completed this semester.

We are exploring opportunities with enhanced communication/partnership with academic units at Akron to offer more curriculum down here at Wayne. Director of the School of Social Work is having discussions with us currently to offer the fourth year of the social work (upper level courses) program. We are also talking with the College of Business Administration to explore the possibilities to offer the upper level of business administration with possibilities to complete the degree at Wayne College. We are trying to bring more upper level curriculum down here from Akron to provide additional opportunities to the students.

Provost Sherman is scheduled to come down a week from today (9/28/12) to discuss the leadership of the College. The faculty are eager to discuss the need of replacing the full-time faculty that we lost in the spring from retirements. We lost four last year to retirement. As a College, we need to review other personnel needs. In Tami’s absence, I am learning how involved Tami was in the everyday business of the College. The organizational structure needs to be reviewed to make sure the College is running as smoothly and effectively as possible. Tami was very savvy in her budget planning for the College. Because of her wise decisions we have been able to do the things we are. We will need that third building for our student needs. We are well positioned, even with the flat enrollment. We want to continue that fiscal responsibility in managing our budget well. The State has mandated some changes within the retirement system that will most likely accelerate retirements University wide. Thank you to everyone within the College and Community for supporting the College.

Attendance
Davis, Donna Dale
Deckler, Dan
Edington, Denise
Ginsberg, Lara
Hendrick, Bruce
Holly, Gordon
Jarrett, Diane
Lerch, Maureen
Long, Greg
Mast, Amy
Moomaw, Lynn
Pajak, Darcy
Pleuss, Carol
Ritchie, Jon
Sapienza, Neil
Schwartz, Regina
Webb, Lindsie
Project Goals

• Enroll 96 people over the next four years in the network security training program.
• Goal of 92% program completion and obtain CompTIA Security + certification.
• Those who obtain CompTIA Security + certification are placed in an On the Job Training (OJT) experience that will lead to full-time employment.
The University of Akron Wayne College’s Office of Continuing Education and Workforce Development has received funds as part of a Department of Labor’s H-1B Technical Skills Training Grant for the purpose of recruiting and training individuals as a Network Security Professional. The grant is funded over four years with the goal of training 96 people and placing them with an employer.

What the Grant Covers
- Assessments to determine placement
- Tuition for Network Security Training
- Voucher for CompTIA Security + certification test
- Course book and materials
- Coordination of the On the Job Training (OJT) experience
- Reimbursement to employer 50%-90% of wages during OJT

Job Outlook
- Network Security is one of the top industry needs in the next ten years.
- According to O*Net – the growth rate is over 20%
- Computer network security support specialists are classified as A Bright Outlook Occupation by the Department of Labor.
- Designated as a new and emerging occupation
- Shortage of workers – government, federal contractors and private companies competing for a “tight” pool of high-tech specialists and workers
- Median income in Ohio is $20.78 per hour (2011 Bureau of Labor Statistics)

Admission to the Program
In order to qualify for the program, individuals must meet certain eligibility requirements and then be assessed on whether he or she meets the prerequisites for the Network Security Training program. Individuals who meet the eligibility requirements but not the prerequisites, a career pathway can be designed in order to meet the prerequisites.

Eligibility is based on meeting one of the following:
- Unemployed
- Underemployed
- Dislocated Worker

Common to all participants
- Authorization to work in the U.S.
- 18 years of age or older
- Properly registered for the Selective Service – applies to all males born after 1/1/1960

Note: These courses and or certifications should have been obtained within the last four years.

Prerequisites
✓ Basic Computer Knowledge
✓ Basic Skills in Microsoft Word, Excel and PowerPoint
✓ CompTIA A+ Certification or equivalent course work with a grade of C or above
✓ CompTIA Network+ Certification or equivalent course work with a grade of C or above
✓ CompTIA Server+ Certification or equivalent course work with grade of C of above

Overview of Training
The Network Security Professional training program provides you with the knowledge, theories and skills required to keep network information systems safe from invasions and hackers. The program also prepares you for the CompTIA Security+ certification exam – the credential that proves competency with information security.

The program is a 55-hour blended training program. 40 hours of classroom and 15 hours of online instruction.

Topics covered in this training program include:
- Learning about security and information security challenges
- Recognizing hackers, network attacks and defenses
- Developing threat and risk management – software-based, hardware-based, and virtualized
- Hardening systems - attack protection and prevention
- Identifying attack categories and methods
- Crafting a secure network design and placement of network devices
- Implementing wireless security protections – personal and enterprise
- Working with access control
- Setting authentication credentials, extended authentication protocols and remote authentication
- Performing vulnerability assessments, risk management and security audits
- Understanding and applying cryptography
- Applying environmental controls and planning for disaster recovery and incident response
- Writing organizational security policies and identifying types of security policies

For Further Information:
- www.wayne.uakron.edu/ce
- Email: OCEWD@uakron.edu
- Phone: 330-684-8983 or 330-684-8982

1901 Smucker Road • Orrville, OH 44667
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Introduction to Network Technology
Provides students with a foundation upon which to build their network training. Covers basic terms and concepts of computer networking. 2600:270 3 credit hours

Microsoft Desktop Environment
Provides the knowledge and skills to install, configure, administer, and troubleshoot the Microsoft Windows Desktop environment. 2600:240 3 credit hours

Network Operating Systems
Examination of contemporary network operating systems. Provides skills to competently install and perform entry level management tasks. Includes troubleshooting TCP/IP, DHCP, DNS, WINS, and Network Access. Laboratory. 2600:245 3 credit hours

Introduction to Computers and Software Application
Overview of basic computer concepts, electronic mail and Internet technologies. Introductory-level instructions and hands-on experience in Microsoft Word, Excel and PowerPoint. 2440:105 3 credit hours

These bridge courses are offered at Wayne College as part of the Associate Degree of Applied Business in Computer and Business Technology.

Bridge Courses
- These three bridge courses are offered in one semester – Fall and Spring
- Each course will run for five weeks and meet two nights per week.
- The courses are listed in the order of taking them in one semester.
- These courses are eligible for Federal Financial Aid and Student Loans

Individually who do not meet the prerequisites in Basic Computer Knowledge and Basic Skills in Microsoft Word, Excel and PowerPoint will need to take and successfully pass the following course with a C or above before taking the above Bridge Courses.

For Further Information:
The University of Akron Wayne College Office of Continuing Education and Workforce Development
1901 Smucker Road • Orrville, OH 44667
Phone: 330-684-8983 or 330-684-8982
Email: OCEWD@uakron.edu
www.wayne.uakron.edu/ce
IT'S ALL ABOUT YOU

We have the

RIGHT TOOLS

to help you find the

RIGHT CAREER

Career Resources for Students:
Go to Wayne College's home page at www.wayne.uakron.edu. Click on Student Services and then click on Career Services on the left. Lots of Career Resources for undecided major students and/or students looking for jobs! Free career tests, local job openings, career research tools and more! Career counseling and career testing is free to all prospective, current, and former students.

Your Career Services Toolkit
Wayne College Office of Career Services

Visit the Career Center in room A-231 to find the RIGHT TOOLS for the RIGHT CAREER.
For more information contact Carol Pluess at 330-684-8928 or cjpleus@uakron.edu.
Check out Career Services on the web at www.wayne.uakron.edu/student-services/career-services/
Wayne College

Dear Employer,

The University of Akron Wayne College can assist you in finding qualified candidates to meet your employment needs.

We can assist you in advertising your full-time, part-time and/or temporary job openings. A majority of our students work while in college, illustrating the motivation and strong work ethic that employers are seeking. At The University of Akron Wayne College, our graduates gain critical thinking skills as well as specific content and technical skills that are required in the labor market.

Contact us if you would like to arrange a table to recruit on campus or to reserve an interviewing room. We can also post your job openings on our University of Akron Wayne College Web site at: www.wayne.uakron.edu/student-services/career-services/

We can also help you with your internship or co-op needs by facilitating arrangements between you and our faculty. We would also appreciate any assistance you can provide to The University of Akron Wayne College students via mentoring, job shadowing and volunteer and/or service learning opportunities.

All career services are provided to employers at no charge. You can mail, e-mail or fax your job openings to us by contacting: Carol Pleuss, The University of Akron Wayne College, 1901 Smucker Rd., Orrville, Ohio 44667. Phone: 330-684-8928 or 1-800-221-8308.

Please contact us at your convenience and put us to work for you.

Sincerely,

Carol Pleuss, M.Ed., LPC
Licensed Professional Counselor
Coordinator of Career and Assessment Services
The University of Akron Wayne College
1901 Smucker Rd.
Orrville, Ohio 44667
Office phone: 330-684-8928
Fax number: 330-684-8989
E-mail: cipleus@uakron.edu
www.wayne.uakron.edu/student-services/career-services/
www.wayne.uakron.edu

1901 Smucker Road • Orrville, OH 44667-9758
1-800-221-8308 • 330-684-8989 Fax

The University of Akron is an Equal Education and Employment Institution
Career and Assessment Services at The University of Akron Wayne College

To make an appointment for Career Services, please contact our Student Services Center at 330-684-8900 or call 1-800-221-8308, ext. 8900.

Carol Pleuss, M.Ed., LPC
Licensed Professional Counselor
Office phone: 330-684-8928
Fax: 330-684-8989
Email: cjpleus@uakron.edu

The University of Akron
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www.wayne.uakron.edu
Want to Graduate on Time?
Want to be more goal focused and motivated?
Gain insight into your academic and career strengths, and what careers would be a good fit for you by using Focus2.

To access Focus2 please visit: wayne.uakron.edu/student-services
click on Career Services and scroll down

Use Focus2 to:
• Take 5 valid and reliable assessments
• Explore any occupation and its related majors at UA
• Explore What Can I Do With a Major In? to see the variety of occupations linked to potential majors
• Develop YOUR own action plan
• Discover useful links to professional organizations, job sites, and Career Services events
• Organize your career information in one place

Focus2 saves your work at each session, so you can come back later to continue your career explorations.

Do you need help interpreting your Focus2 results?
Call our Student Services Center at 330-684-8900 or 1-800-221-8308, ext. 8900 to make an appointment with:

Carol Pleuss, M.Ed., LPC
Licensed Professional Counselor

After using Focus2, please explore all the career planning, interview preparation, resume building, and job search sites the Career Services website has to offer.