

Name of Lead Institution (only one)	
Project Start Date	6/1/2014
Interns and/or Co-ops Start Date	6/1/2014
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Are any of the applicants represented by a member of the Advisory Committee? See list at https://www.ohiohighered.org/sites/ohiohighered.org/files/uploads/omi2013-14_CEIA.pdf	NA
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To the best of my knowledge and belief, the information contained in this application is true and correct. The document has been duly authorized to comply with the required assurances.	
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5) Other Partners (please submit separate information for each partner)

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Program Snapshot	Name, Number or Amount
JobsOhio key industry/ies – please list	Advanced Manufacturing, Aerospace & Aviation, Agribusiness & Food Processing, Biohealth, Energy, Financial Services, Information Services & Software, Business Functions (Logistics)
JobsOhio region	Northwest Region and Northeast Region
Amount of state money requested	1,000,000
Required match money committed (100% undergrad & 150% grad programs)	1,250,000
Total state money requested divided by number of co-ops or internships created (in whole dollars)	\$6,025
Total match money obtained divided by number of co-ops/internships created (in whole dollars)	\$ 7,530
Total money (state plus match) divided by number of co-ops/internships created (in whole dollars)	\$13,554
Number of business partners	29.00
Number of education partners	1
Number of other partners	0

Add numeric value to each field below

	TOTAL	Wages	Scholarships	Both Wages and Scholarships	For credit	Not for credit	Required	Optional	Transcribed (all)
Internships created (proposed)	166	164	2	0	0	0	0	166	166
Co-ops created (proposed)	0	0	0	0	0	0	0	0	0
TOTALS	166	166	0	0	0	0	0	166	166

Abstract: Integrated Business and Academic Internship and Co-op Infrastructures

Kent State University (KSU) including Regional Campuses is partnering with Ohio Northern University (ONU). Our major goals in using the Ohio Means Internships and Co-ops (OMIC) funds will be to increase the number and scope of businesses which partner with us in internships and co-ops, to develop practices and procedures which will allow all our internship and co-op partnerships to grow and mature, and to create a sustainable university infrastructure which will promote the first two goals in an academically rich environment.

The infrastructure which is being created at KSU is rich and diverse as is KSU. Different KSU colleges and campuses are actively involved in OMIC. These currently include the College of Applied Engineering, Sustainability, and Technology (CEAST); the College of Arts and Sciences; the College of Business Administration; and the College of Public Health and the Geauga and Stark Campuses. Other KSU units including the Honors College, the College of Nursing, the School of Digital Sciences, the School of Library and Information Science, The Department of Mathematical Sciences, and Experiential Learning plan to be involved in OMIC activities. Each of these units shares the goals given in the first paragraph.

Our planned activities include three phases of which the middle phase is the transition from the first to the third phases. The first phase focuses on expanding our partnership base, developing practices and procedures, and experimenting with infrastructure possibilities. In our preparations for the new round of OMIC grants, we are actively expanding our base in terms of the number of partnering businesses and in terms of the number of positions in these businesses. We are also developing procedures and practices to improve the quality of the internships and co-ops. In trying to determine these procedures and practices and how to implement them, we are also discussing and experimenting with our infrastructure. In phase one the Colleges of Applied Engineering, Business, and Public Health will be developing infrastructure by adding administrative positions to support internship and co-op positions in their colleges. Additionally, we will create a KSU Career Services Network (KCSN) to coordinate KSU OMIC activities, to help in the transition phase, to develop best practices for creating sustainable internship and co-op infrastructures at businesses, and to develop guidelines for ensuring the academic integrity of internships and co-ops.

The transition phase will be active from the end of fall 2014 until at least the end of OMIC funding. During this phase, by using our gathered data and our assessment tools, we will be evaluating which practices and procedures and what infrastructure arrangements are most effective for different units and under different circumstances. Thus, we will be deciding which practices and procedures and which infrastructures should be continued.

Phase three which will begin during OMIC funding and continue thereafter will ensure that the effective procedures and methods, including those for developing sustainable and effective internship and co-op infrastructures in businesses and the university infrastructure are firmly established. To ensure that these practices and infrastructure remain effective, phase three will include developing assessment procedures, policies, and arrangements for modifying and improving the practices and infrastructures based on on-going assessments.

Through OMIC participation, ONU's Dicke College of Business Administration seeks to address the ONU strategic goal to engage more with communities and organizations through mutually beneficial partnerships. Internship infrastructure and assessment developed in the Dicke College will be shared across campus.

Proposed Program Narrative

Relevancy

1. We are developing the foundations for partnerships and the partnerships themselves by establishing a business-academic working group, by using existing advisory boards, and by working closely with businesses to develop effective and sustainable internship and co-op programs at the businesses.

Sometimes, when looking at the worlds of business and academia, they seem very different, and the differences, whether real or not, often keep these two groups from interacting. However, there are, in fact, important commonalities in these two worlds. Further, when these two worlds work together, both can be immense winners. For most students, academic theories are more easily understood, remembered, and usable when they are learned in a context of being applied. Real-world business experiences are great for this purpose. Some business problems could be more easily solved if those working on the problem had more relevant knowledge of the area. Colleges and universities are great places for gaining this relevant knowledge. If these two worlds would talk more, they would see that much can be done by working together.

To this end, we will create a business-academic working group to create an environment of trust and interest in each other's world and to see how each group can help and support the other. As an example, ONU's Dicke College of Business Administration (DCBA) works with businesses by completing projects within the classroom on behalf of the businesses, placing interns and full-time employees for the businesses from the college, and connecting businesses with other businesses to support their mutual development.

Many colleges and departments at Kent State University (KSU) have business/industrial advisory boards. These business and industrial advisory boards exist in large part for the purpose of keeping the academic units in tune with the relevant business sectors. These boards are thus important, informed, and relevant business voices for each unit, and they significantly help in building partnerships and in enabling KSU units to understand workforce needs as or even before they emerge. These boards are, thus, ideally suited and situated to keep KSU colleges and departments in-line with business needs and to help businesses learn about university activities and programs which can significantly improve the quality of the businesses.

One of the important functions of the KSU Career Services Network (KCSN) will be the development of practices which will enable businesses to establish sustainable internship and co-op programs. KCSN will work individually with businesses to assist them in building their own internship and co-op programs. To do this KCSN will work with management and employees at a business to apply relevant best practices which match well with the business' needs and environment to create a sustainable business infrastructure to support internships and co-ops. In doing so KCSN will be addressing emerging workforce needs at the ground level.

2. Different units have different practices to promote relevancy. One of KSU's goals is implement best practices, and one of the responsibilities of KCSN will be to share the practices of each unit with other units in an effort to implement best practices.

The College of Applied Engineering, Sustainability, and Technology (CAEST) focuses on advanced manufacturing and aeronautics. All programs, majors and minors are required to have industrial advisory boards. These boards meet regularly with the dean and faculty members from the given program. These meetings enable faculty members to stay abreast of developing trends and learn about possible future trends. These industrial advisory boards suggest new areas where courses could be developed as well as material that should be added to present courses, and further, these boards let the programs know when material has become outdated. Additionally, the university offers funding for course development through the Faculty Development Office, and independent of this program, the college routinely allocates summer funding for faculty members to develop new courses and revise older ones. Thus, the knowledge and means are in place to ensure top-notch relevant programs.

In the KSU School of Library and Information Science (SLIS), most students in the master's program select a master's project as their final requirement. Master's projects are one- or two-semester engagements focused on a challenge presented by an organization or business. Faculty members also are actively engaged in identifying opportunities for students, and students themselves are encouraged to identify opportunities in their local communities.

In the KSU Department of Management and Information Systems, the Center for Information Systems promotes cooperation and interchange between regional information systems executives and KSU faculty and students. The center has a strong focus on curriculum development and also provides students with opportunities for scholarships, internships, public speaking, and interactions with corporate members.

All ONU business majors are required to complete an internship related to their major during their junior or senior year. Additionally, faculty members integrate a minimum of 25 organization-based "live projects" or senior capstone projects within the classroom on an annual basis. Ninety percent of business faculty members supervise such projects and work to ensure a positive outcome for the student and the organization.

As we continue to improve our academic mentoring of interns and co-ops, our faculty will have increasingly relevant roles. These roles will include discussing student preparedness with employee mentors. The faculty members will ask the business mentors for suggestions for classroom projects and assignments to help our students be better prepared for the workforce. Also, business representatives will visit our classrooms and our student group meetings to talk about the importance of classroom activities and soft skills in the workforce. It seems relevant to a student if s/he hears the importance of soft skills, interpersonal relationships, and respect for others from a business person.

3. CAEST and the Manufacturing and Technology Small Business Development Centers (MTSBDC) are developing a school-to-work program. As a freshman, a student declares her/his interest and signs up for the concentration most closely related to her/his interest. In March of their freshman year, the student would, subject to mutual agreement, receive a summer “extern” position. It is called “extern” because the student may not have sufficient skills to be assigned to a particular project or task and may need to explore several areas within the company. This is a paid internship. Part-time employment for 8-10 hours per week would continue through the next academic year. Late in the spring of the sophomore year, the student would be evaluated by their company for potential long-term employment. If there is mutual agreement, the student would be offered an internship for the ensuing summer.

During the junior year, it may become obvious that there are aspects of the student’s education that could benefit from specific on-site education. Starting with the second semester of the junior year, the student may enroll in independent study courses where a CAEST faculty member and a company lead operator would jointly teach and evaluate the student in these courses.

After the student’s junior, the student would again intern at the company. The student would be expected to take charge of some aspects of the company operations as assigned by the company leadership. The senior year would consist of part-time work and completion of course work with the goal of having the student productive and ready to work the Monday after graduation.

From a different perspective, the KSU SLIS’s concentration in knowledge sciences speaks directly to issues associated with the important transition from an industrial to a knowledge economy. Each student project addresses an important transition. Many small and medium sized businesses are struggling to make the transition. Because a healthy knowledge economy means that all sizes and types of organizations must make the transition, we have made it our mission to reach out to our local communities. This provides our students with hands on practical experience, helps us to grow our academic programs by better understanding the needs of business, and makes it possible for local organizations to make the transition. We believe this type of academic-industry-business partnership is critical for Ohio to transition from an industrial to a knowledge economy. This program is an opportunity to bring business and academic resources to the challenge.

From yet another perspective, fifty percent of the current internship partners for ONU’s DCBA are located within 50 miles of the university which is located in northwest Ohio. These organizations are located in economically depressed rural or urban areas. Our goal is to help strengthen these organizations through effective talent acquisition and the retention of Ohio-educated college students. The Director of Experiential Learning in the DCBA works with approximately 40 different employers on student internship placements and with the students to refine their professional skill sets.

4. Many units have courses which students may take when doing an internship or co-op. These courses are helpful in assessing and improving the students' learning experiences. We begin with details from the proposed CAEST course.

Requirements for the internship or co-op course in CAEST follow the guidelines for KSU's experiential learning. These include an essay at the start of the semester with learning goals, a notebook kept during the internship of assigned activities and observations about these activities, and an essay at the conclusion of the internship on self-reflection and evaluation. The supervising faculty member evaluates these materials and makes suggestions to address any deficiencies.

The course relies on communication with an on-site mentor, as well as distance learning based communication with faculty. Students complete tasks that build on skills learned in the classroom. In turn, the skills taught in the classroom will reflect the needs of the employer determined through surveys. The course increases disciplinary proficiency, provides contextual learning, and allows students to more effectively prepare for their future. The student uses the knowledge gained on their internship to test and clarify career interests and aptitudes, to acquire hands-on skill development, to understand professional expectations, and to explain how job functions relate to departmental goals. The students are required to journal about their experience weekly. The log contains a description of the activities performed, and the final log is a summary of what was learned throughout the semester. At the completion of the internship, the student is evaluated on their performance by their business supervisor. Feedback is given to the internship and co-op coordinator, and if it is determined that there were areas of weakness, the situation is investigated and appropriate modifications to the program/curriculum are made.

The KSU SLIS Information Architecture and Knowledge Management (IAKM) master's program already assesses each student's work through the routine advising process. We routinely seek input from the organization on the value of the engagement. A scaled-up OMIC program would allow us to not only assess current engagements, but to identify future engagements.

One of the charges to KCSN will be to evaluate internship and co-op course activities and to propose guidelines and activities for these courses. For example, as we establish regular "check-up" meetings with our business partners, we can evaluate internship and co-op activities including our students' effectiveness and preparation and the businesses' effectiveness and preparation. We can also determine the businesses internship and co-op needs for the future.

At ONU, the DCBA annually analyzes student and employer feedback regarding student preparation.

5. Internships and co-op are good for businesses in that businesses may use them as extended interviews. However, more could be done with multi-term internships. In addition to be able to “interview” a person over an extended period, a business which works with one student over multiple years could also become involved in the student’s education. The business, working with the student and university, could help direct the student’s selection of courses. As a business gets more deeply involved in one student’s academic activities, the business will also get more involved in looking at the curriculum in the student’s major, and this could naturally lead to the business making suggestions for integrating work-based activities and projects into the courses and academic programs.

CAEST’s school-to-work program is proposing that businesses, students, and the university work together to develop special courses which could be tailor-made for the business. The CAEST plan could be taken one step further. In some cases, the tailor-made courses could be developed and taught on the business site by the business and the university together. Such a course could be an ideal way of integrating work and education, and these courses could involve many students.

The SLIS IAKM master’s project blends theory and practice and educates students to go into their companies, organizations and communities to “practice knowledge management.” For this reason, practical engagement is integrated into each student’s course of study from the first day they enter the program. Each course has a practical project which can leverage an engagement with a business. Work or practical learning opportunities are designed into the syllabus of each course. Student academic advising also focuses on accumulated learning opportunities and outcomes to build a student’s career opportunities.

At ONU’s DCBA every student completes a professional internship and a “live case” senior capstone project. The positive outcomes from these high impact learning strategies have been verified with higher scores on field placement tests. The college integrates these experiences into the classroom by allowing students to bring projects from their internship site into the classroom as capstone, market research, or auditing classroom projects.

In KSU’s College of Business Administration each major has an internship course integrated into its elective course options. These courses allow students to engage academically, receiving feedback and guidance from a faculty member while interning. As a more comprehensive approach, a new Professional Business Practices course has been added to the major requirements for all business majors. This course requires the development of a portfolio of professional documents – resume, cover letter, thank you notes, and various other documents – used during the job and internship search process. In addition to the portfolio, all students are required to have a resume review appointment with a staff member in the Career Services Office. During this meeting the professional staff will also review the student’s career goals and discuss internship and career opportunities.

Sustainability

1. This OMIC proposal is a KSU university-wide proposal and a joint proposal with ONU. To understand the financial plan to sustain our proposed activities, we look at different components individually. It is also worth pointing out that this OMIC opportunity is coming at an ideal time for KSU and ONU as we are both working to develop encompassing internship and co-op programs.

The KSU College of Business Administration understands the need and importance of building a Career Services Center which is able to focus on the dynamic needs of the disciplines in that college. The college has recently hired a director of its Career Services Center and will use OMIC funds to enable them to establish a fully functional center by hiring two Assistant/Associate Career Services Center Directors, one for Educational Programming and one for Employer Relations. It is expected that these positions will continue after OMIC funding. Thus, the OMIC funding is allowing the College of Business to develop a fully functional Career Services Center in the very near future. These positions will continue to be funded by the college.

Similarly, CAEST understands that its students have special needs. CAEST is aggressively moving to establish viable co-op and internship programs and, thus, is requesting funds for an Internship and Co-op Director, who will be responsible for developing relationships with companies and establishing internship and co-op opportunities for CAEST students. The director will also oversee the placement of students in the internships and follow up with students to ensure that the experience is working well for the student and is successfully meeting the needs of the organization as well as those of the student. Additionally, CAEST is requesting funds for release time for faculty members to assist with the implementation of the internships and co-ops. The activities of the director and the overseeing faculty members are expected to continue after OMIC funding ceases with college support.

The relatively new College of Public Health is requesting funds for an Internship/Co-op Director who will be responsible for implementing and growing the college's internship and co-op program. The college will continue this position after OMIC funding.

ONU and the College of Business initiated the Director of Experiential Learning in 2007-2008 and will continue to provide this service to facilitate internships between our business and community partners and their students. With the implementation of the Taleo Talent Management Software with funding through the OMIC, the University plans to maintain this service in the future with the expectation that other departments and colleges will take advantage of the assessment and tracking services.

The KSU Geauga Campus will hire Career Counselor, who will dedicate approximately, 20% of her/his time to internship and co-op development. This position will continue to be funded by the campus after OMIC funding.

2. In the short term, we are interested in making sure our students are ready for their internships and co-ops and making sure that businesses are ready for our students. In the very short term, this means gathering comments and opinions from the businesses that have recently employed our students. This information will be about our students' preparedness. Similarly, we need to get information from internship and co-op students regarding the businesses' state of readiness for our students.

To be able to place businesses representatives' comments about our students into proper perspective, it will be helpful to learn from the business representatives what they consider the appropriate preparation for an internship or co-op student to be.

When we ask our students who have had recent internships or co-ops if the businesses were "ready" for the students, we need to ask the students to give reasons for their answers because students who have had little or no business experience may not know what makes a good internship or co-op experience.

As is clear from the above comments, our very short-term assessments will, for the most part, be qualitative assessments. As we move from (very) short-term assessments to long-term assessments, quantitative assessments will become more important and more useful. We will, of course, continue to seek qualitative assessments, and in fact, filtered qualitative responses will give us quantitative data. For example, as we continue to gather qualitative data from business mentors such as how prepared a student was when s/he began her/his internship and please give one or two examples, we will for the quantitative assessment be able to record on a scale, for example, from 1 to 5 how prepared the student was. We will match these data up with relevant academic classes to help determine if and how our classes might be modified.

We envision that our "review" groups which will examine the data and make recommendations for suggested changes to courses will also include businesses representatives, and it may be the case that these review groups will suggest changes in workplace practices for introducing new employees into the workplace. The point is that making the transition from academic student to workplace employee has two parts – the academic part and the business part, and when we consider how effective or good the transition is, we should naturally consider both parts.

ONU will train faculty, staff and students on the implementation of the Taleo Talent Management Software for use with their business organization partners. This training will increase the amount of high quality internship placements through effective usage and will be assessed through surveying employers on the effectiveness of student placements. Students will also be surveyed in a pre and post-test format to determine if the experience improved their skill sets. Based on the survey results of both the organizations and the students, faculty will annually determine if changes to the curriculum or if different professional placements are needed.

3. An important part of supporting our academically oriented internship and co-op infrastructure is the KSU Career Services Center (KCSN). KCSN will be led by the OMIC Project Director and will include representatives from the KSU OMIC units, one or more representatives from ONU and DCBA, business representatives, and the OMIC graduate assistant.

Activities of KCSN will include getting on-going feedback from businesses and from students regarding the preparedness of our students for internship and co-op positions. This preparedness will include academic knowledge and soft-skills maturity. Similarly, there will be procedures for getting on-going feedback from our internship and co-op students and from businesses regarding the preparedness and effectiveness of businesses for our internship and co-op students.

There will be regular meetings of KCSN to evaluate how successfully the various units are implementing their planned OMIC activities. KCSN meetings will allow each unit opportunities to discuss activities that are going well and those that need improvements and adjustments. Having a diverse OMIC program allows us to bring many perspectives to any situation. Thus, we will be able to find multiple applications for effective activities, and we will be able to propose multiple solutions for activities that are not functioning well.

Thus, KCSN working in conjunction with the responsible units will have useful data to determine how effective the university is in upholding its responsibilities for having effective internship and co-op programs with businesses and in determining how effective businesses are in upholding their responsibilities for having effective internship and co-op programs with the university. A natural extension of our efforts to continually improve of existing internship and co-op programs will be the establishment of new business internship and co-op positions and programs. We believe the best way to have effective and sustainable internship and co-op programs at either a business or a university is to develop and build the programs so that they mutually support each other, i.e., the business and university internship and co-op programs must be integrated. Each side must respect and support the other.

As described earlier, most of the internship and co-op infrastructure is being created at the unit level. OMIC funding is being used to begin and help establish the unit infrastructure. Once the OMIC funding is complete, it is expected that the units will continue funding these positions which are integral to their planned activities.

At ONU, Acquiring Taleo Talent Management Software will help assist in infrastructure to guide students to effective placement and maintain data on important analytics such as: length of internship search for the student, types of skill sets the employers are seeking, and how many organizations the student interviews with prior to placement. The Director of Experiential Learning will continue to advise every College of Business student in their career preparedness.

The partnership between KSU and ONU will allow both universities to have a broader base to “test” their internship and co-op ideas and plans and will give both universities access to more data to make informed decisions.

4. One KCSN goal is to instill in our current students the importance of business-academic connections. One of the hoped-for outcomes would be having our current students stay connected to the university after graduation, and part of this after-graduation connection would include their mentoring future students. A valuable contribution which these current students could have is developing long-term relationships with the university by staying connected to the faculty and staff members which these current students know. These current students could help our faculty and staff members stay abreast of on-going changes and needs in the business world.

This would be a lovely example of the circular nature of teaching and learning. If our students would continue our business-academic connections through faculty and staff members, then our students would become teachers for our faculty and staff members to help us learn about the business world. Then we all – former students, current students, faculty, and staff – could work together for the improvement of both education and the workforce.

Faculty and staff members will be involved as academic mentors of students while they are interns or co-ops. This is one of the most important ways of engagement for faculty and staff. This academic mentoring of interns and co-ops will give the faculty and staff direct exposure to students who are trying to fit into the workplace while in many cases having only classroom experiences to prepare them. Thus, the faculty and staff members will be able to see first-hand and judge how successful the academic preparation is and what more or different educational experiences the students could use. Additionally, the faculty and staff members will be working person-to-person with the business mentors. These person-to-person encounters will have multiple benefits. They will enable the faculty and staff more accurately to evaluate the effectiveness of the students' academic preparedness, and they will bring businesses and academia together for more effective interchanges and for allowing each group to better understand and appreciate the other. Also, considering comments below in this section, these person-to-person encounters will help the business representatives be able to develop and sustain their engagement.

We've tried to respond to this question or goal, but there could be more to the question or goal. There could also be something about developing and sustaining the engagement for business representatives. As developed in this proposal, effective and sustainable internship and co-op programs are not developed or created on just the university side. For these programs on either the business or the academic side to be effective and sustainable, the programs must be effective and sustainable on both sides. Thus, it is relevant to talk about developing and sustaining engagement for the business representatives. Of course, as the academic programs cannot be sustained simply from the academic side, the business programs can certainly not be sustained simply from the business side.

5. Too often in the past, our trying to place interns and co-ops has only occurred when a business has contacted us saying that the business needs an intern or co-op. During this OMIC grant period, we will work to create an internship and co-op environment so that we are in “constant” contact with business partners so that we can plan with them and prepare for their intern and co-op needs. This preparatory work will help KSU and ONU have students ready for these positions, and it will, as we work effectively with our business partners, also keep the businesses mindful that hiring and having interns and co-ops is an effective way for businesses to operate.

We – KSU/ONU and each of our business partners – can schedule annual or semi-annual “check-ups” or meetings during which we can review the past year’s internship and co-op activities, and during which we can determine the business’ internship and co-op needs for the coming year or six months. This would be an effective assessment of the business’ participation, and it would develop and sustain capacities in job development.

The consideration of the next year’s internship and co-op activities would not just be asking the business if it would want to fill the same positions in the next year; there would also be discussion as to what new roles interns or co-ops could play in the next and subsequent years. These on-going discussions are strategies for ensuring business participation and for job development.

High quality internships will continue to increase the opportunity for students to engage employers and learn more about their field of study. These experiences will also allow students to understand the professional opportunities within the State of Ohio and provide them with motivation to continue to reside within the state. Ohio Northern University would like to increase enrollment within the College of Business and provide more scholarships to students seeking a private college education. By participating in these high quality internships, more areas of the state will recognize the education provided by Ohio Northern University and The James F. Dicke College of Business Administration. The College of Business will continue its tradition of supporting faculty in using live cases by providing financial support in excess of \$15,000 annually. Also, the College of Business will continue to financially support the outreach of faculty and staff to meet with employers throughout the state to encourage and increase internship opportunities in all areas of business.

The Information Architecture and Knowledge Management program at KSU will create a Knowledge Sciences Center. The intent of the center is to reach out to organizations in Ohio to stimulate the transition to the 21st century knowledge economy. This program will allow us to expand our reach into the community, and to partner with private sector organizations that might not otherwise be able to engage, and, in general, to be a platform for extending and sustaining our capacities in job development and business participation.

Budget Narrative

State Funds Requested: \$1,000,000

Personnel: \$488,434 Part Time Career Counselor for Geauga Campus; Support for two Assistant/Associated Directors for College of Business; Partial support for New Hire Intern-Co-op Director for Public Health. All of these new hires will be supported by their colleges after OMIC funding. Course releases and partial summer support for grant director; for two course releases for CAEST faculty; and for a graduate assistant to help administer/implement the grant.

CAEST is requesting \$8,000 in travel and \$60,000 for outreach. Engineering got a late start at KSU, but the college and the university are trying to turn things around quickly. CAEST is getting a new building, and these requested funds will help them create and expand their co-op programs quickly. The college has recently hired a Project Manager who has worked very hard to move the college forward. The college is reaching out to third parties to help make contacts and place students in promising co-op and internship positions.

Supplies: \$22,800

Various KSU units including CAEST, our Regional Campuses, and Career Services Centers are request funds for materials to advertise and support internships and co-ops and for support for programs and events which bring businesses and students together.

\$300,000 –of state funds will be used to cover intern wages at companies

ONU -\$50,100

Business Funds: \$1,250,000

Commitment to Interns –wages paid by companies - \$743,625

In-kind contributions: \$506,375 As we reached out to businesses, we emphasized the importance of their mentoring our students. The businesses have responded to this request and have committed themselves to extensive mentoring of our students especially in the first few weeks of the internships. United Airlines has generously offered a 200-hour mentoring program to our students; this program must be completed before a student may intern. This is a generous contribution to our program, and it is a generous compliment to CAEST.

Activity	Total	Regents Funds	Business Funds*	Applicant Funds	Education Partner Funds	Name of Education Partners	Other Partner Funds	Name of Other Partners
Personnel	\$488,434	\$488,434						
Supplies	\$22,800	\$22,800						
Purchased Services	\$60,000	\$60,000						
Travel	\$8,000	\$8,000						
Scholarships								
Employer Salaries	\$1,043,625	\$300,000	\$743,625					
Other Employer Contributions	\$506,375		\$506,375					
Other -Ohio Northern Subcontract* See Spreadsheet Below	\$50,100	\$50,100						
Subtotal	\$2,179,334	\$929,334						
Indirect Costs 8% or less	\$70,666	\$70,666						
TOTAL	\$2,250,000	\$1,000,000	\$1,250,000					

*Equal to or greater than 100% of requested state money for undergrad programs and 150% for grad programs

B. Ohio Northern Subcontract

Activity	Total	Regents Funds	Business Funds*	Applicant Funds	Education Partner Funds	Name of Education Partners	Other Partner Funds	Name of Other Partners
Personnel								
Supplies								
Purchased Services		16052						
Travel		10000						
Scholarships		20040						
Employer Salaries								
Other Employer Contributions								
Subtotal		46092						
Indirect Costs 8% or less		4008						
TOTAL		50100						

*Ohio Northern will meet match requirement through Private Business Match -which has been included with Column D of Main Budget Spreadsheet

Employer Name	Total Intern & Co-op Wages	# of Intern Positions	# of Co-op Positions	Amount of Other Employer Contributions
21st Century Financial	3240	1		0
Akron General	22680	2		0
The Arms Trucking Co.	13860	5		6440
ATA Tools Inc.	4320	1		
Axxess Pointe	15120	2		0
BGI LLC	43165	12		67200
Biery Cheese Co.	2250	1		
Diebold	16800	2		60580
Fannie May	38400	8		
First Energy	17820	3		
GOJO Industries	33615	3		0
GraphSQL	168750	16		11040
Hyland Software	54000	10		76800
Kinetico Water Systems	12150	4		1530
Marathon Petroleum Co,	27200	2		22900
NEOBEAM	11700	4		3330
NEOTEC	64800	24		81000
Northwestern Mutual	36000	12		
Parker Hannifin	9180	3		10080
Pulmonary Apps	10800	4		3000
Quadax	23040	4		
Quality Resources	11700	4		9360
Samuel Steel Pickling	18720	4		8400
scitrain Ltd.	4800	4		3800
Sherwin Williams	13500	5		5040
solupay	24840	10		20160
Summa Health System	14175	1		360
telerink	9000	3		
United Express	18000	12		115355
Total # of Employers Goes Here 29	Total Wage Commitment Goes Here \$743,625	Total Number of Positions Goes Here 166	Total Number of Positions Goes Here	Total Amount of Other Employer Contributions Goes Here \$506,375



November 13, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

21st Century Financial is pleased to be part of the Ohio Means Internships and Coops proposal and to work with Kent State University at Stark.

As of this writing, we estimate that we will offer one new internship that follows the Ohio Jobs Key Industry- Financial Services. This intern would work approximately 30 hours per week for 12 weeks at a wage of \$12.00 per hour.

The internship position will have a supervisor that ensures completing a formalized assessment at the end of the term of employment. Where time and means dictate, we agree to provide exposure for students in more than one functional area of our business.

21st Century Financial reserves the right to increase or decrease the number of interns and their wages depending on market conditions.

Sincerely yours,

A handwritten signature in cursive script that reads "Pam Montisano".

Pamela Montisano
Recruiter Coordinator

November 7, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Akron General Health System is pleased to participate with Kent State University College of Public Health in the Ohio Means Internships and Co-ops (OMIC) program.

Akron General intends to hire 2 co-op students from the College of Public Health through the OMIC program. The co-op students will be PhD candidates specializing in epidemiology and will be involved in Akron General research initiatives. Each PhD student will be employed by Akron General for a total of 900 hours over three semesters and will be paid by Akron General a total of \$18,900 in wage.

In addition to the supervision to be provided to each co-op student by a faculty member of College of Public Health, Akron General will assign a work place mentor with whom the co-op student will meet for two hours each week during the first five weeks of the placement and then for one hour every other week during the remainder of the placement. Akron General reserves the right to increase or decrease the number of students to be hired as co-ops if market and / or employment needs change.

Akron General looks forward to further enhancing its existing relationship with the College of Public Health through the creation of this new co-op program for students.

Sincerely,



Thomas R. Neumann
Senior Vice President
Strategy, Marketing & Communications
Akron General Health System
388 S. Main Street, Suite 301
Akron, Ohio 44311

Mailing Address: 400 Wabash Avenue, Akron, Ohio 44307

Phone: 330-344-6161

Email: Thomas.Neumann@akrongeneral.org

The Arms Trucking Co.

Stanley Trucking Company, Inc. Scullion Trucking Co., Inc.
Arms Turf Products D.M. Boyd

P.O. Box 369
E. Claridon, Ohio 44033
800-362-1343

November 12, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

The Arms Trucking Co. is pleased to partner with Kent State University in this OMIC proposal. Arms Trucking is a long-standing community partner with KSU, and we look forward to participating in the OMIC activities.

Arms Trucking expects to hire one intern for automotive the summer of 2014, 2015 and 2016. We expect the interns to work 40 hours per week for 12 weeks. Each intern will be paid \$11 per hour, of which \$2.75 will be covered by the OMIC grant. Additionally, we plan to hire one business intern for fall 2014, spring 2015, and fall 2016. We expect these interns to work 20 hours per week for 12 weeks. Each intern will be paid \$11 per hour, of which \$2.75 will be covered by the OMIC grant. Thus, Arms Trucking will contribute \$15,840 for the three summer interns and \$7,920 for the two falls and one spring intern. This gives a total of \$23,760 to be paid by Arms Trucking in student wages over this 3 year period. .

In addition, Arms Trucking understands the importance of mentoring these interns, especially, during their first weeks with us. Each intern will be assigned a mentor, with whom the intern will meet for two hours each week during the first five weeks of the internship and then for one hour each week during the remainder of each internship. This mentoring totals 102 hours at \$35 per hour for a total of \$3,570. Additionally, Arms Trucking will contribute \$4,158 in in-kind services and payroll taxes for the six interns. Thus, our total in-kind expenses will be \$7,134.

The Arms Trucking Co. reserves the right to increase or decrease the number of interns and their wages depending on market conditions.

Sincerely yours,

Stephanie Ronyak
Controller

SJR: mo



11/15/2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

ATA Tools, Incorporated is pleased to be a part of tis Ohio Means Internships and Co-ops proposal and to work with Kent State University at Stark.

ATA Tools intends to hire one intern for the summer of 2014 (approximately May/June through August) and will pay the intern at the rate of \$12.00/hour. Ideally, this intern would have a fluent Spanish language capability to work in our Customer Service & Sales department.

This letter of intent is contingent upon the health of the economy and our business specifically as we near the start date for the internship, and reserve the right to cancel the internship if business dictates.

We look forward to hearing more from you in the coming months as the program details unfold.

Best Regards,

A handwritten signature in black ink, appearing to read "Jerald D. Wilhite".

Jerald D. Wilhite, SPHR, CAC
Manager, Human Resources



AxessPointe Community Health Center, INC

1400 S. Arlington St., Suite 38
PO Box 7695 Akron, OH 44306

November 7, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

AxessPointe Community Health Center Inc, is pleased to participate with Kent State University College of Public Health in the Ohio Means Internships and Co-ops (OMIC) program. AxessPointe is a Federally Qualified Health Center (FQHC), a not-for-profit corporation, that delivers primary medical, dental, mental, and preventive health services in medically underserved areas. In order to participate in the OMIC program, AxessPointe commits to using dollars from private funding sources to pay wages to College of Public Health co-op students.

AxessPointe intends to hire 2 co-op students from the College of Public Health. The co-op students will be PhD candidates specializing in epidemiology and will be involved in AxessPointe research initiatives. Each PhD student will be employed by AxessPointe for a total not to exceed 900 hours over three semesters and will be paid by AxessPointe using private funds for a total not to exceed \$18,900 in wages.

In addition to the supervision to be provided to each co-op student by a faculty member of College of Public Health, AxessPointe will assign a work place mentor with whom the co-op student will meet for two hours each week during the first five weeks of the placement and then for one hour every other week during the remainder of the placement. AxessPointe reserves the right to increase or decrease the number of students to be hired as co-ops given changes in market, private funding and employment needs.

AxessPointe looks forward to further enhancing its existing relationship with the College of Public Health through the creation of this new co-op program for students.

Sincerely,

A handwritten signature in black ink that reads "Kris Drummond". The signature is written in a cursive style and is positioned above the printed name and title.

Kris Drummond, DDS, MPH
Chief Executive Officer
AxessPointe Community Health Center, Inc.
1400 S. Arlington Street, Suite 38
PO Box 7695
Akron, Ohio 44306
Phone: 330-785-2051



November 12, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

BGI, LLC is pleased to be a part of this OMIC proposal and to work with Kent State University (KSU). BGI is a defense contractor and provides training and engineering services to the military and other customers. Our focus in partnering with KSU allows us to seek co-ops and interns who have a concentration in information software and aerospace and aviation.

We plan to hire two interns for the Summer 2014 and two for each semester thereafter through the 2016 school year. During the summer, we expect they will work forty-hour weeks for 12 weeks. During the school-year semesters, we expect the interns will work 15-20 hours per week for 15 weeks. Each intern will be paid \$15.45 per hour, which may increase as of January 1, 2014, of which 25% will be reimbursed by the OMIC grant.

BGI is very proud of its training and mentoring program. Each intern will go through a boot camp of sorts with an assigned trainer and mentor. The in-kind support we plan to contribute is estimated to be \$5,600 per inter per year.

The number of interns and amounts quoted herein are estimates and may change based on economic conditions at the time.

Sincerely,

Jonna M. Cavileer, SPHR
Human Resources Manager



Biery Cheese Company

Human Resource Department

6544 Paris Ave., N.E. Louisville, Ohio 44641

Phone: 330-875-3381 Fax: 330-875-7830

November 15, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Biery Cheese Company is pleased to be part of this Ohio Means Internships and Coops proposal and to work with Kent State University at Stark.

We would like to hire one intern and pay them \$9.00 per hour. We would like them to work 9am to 3pm Monday thru Friday with a one hour lunch. We would like the internship to last 8 to 10 weeks.

Biery Cheese Company reserves the right to increase or decrease the number of interns and their wages depending on market conditions.

Sincerely yours,

Terri Wilfong
Human Resource Manager



Diebold, Incorporated
5995 Mayfair Road
North Canton, OH 44720
Tel: 330.490.4000

November 13, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Re: Support for Kent State University "Ohio Means Internships & Co-ops (2)" Grant

Dear Chancellor Carey:

Diebold, Incorporated is committed to participating in the internship/co-op program through collaboration with Kent State University's College of Business Administration.

As a partner in this program, Diebold, Incorporated anticipates providing 2 internships at a wage of approximately \$14 per hour in the area(s) of Financial Services and other disciplines between 2014-2016. In addition, Diebold, Incorporated understands the importance of mentoring interns, and providing onboarding and orientation. During the experience, each intern will be assigned a mentor, with whom the he/she will meet on a weekly basis. This mentoring totals 10 hours per week at \$28 per hour for a total of \$280 per week. Additionally, Diebold will contribute in \$50 fringe benefits for the 2 interns. Thus, our total in-kind expenses will be \$60,580.

Thanks in advance for your consideration.

Sincerely,

Cierra Graham
Talent Acquisition Specialist



November 15, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Fannie May Confections Brands, Inc. is pleased to be part of this Ohio Means Internships and Co-ops proposal and to work with Kent State University at Stark.

Fannie May plans to hire 7-10 interns at our facility in North Canton, OH in 2014 and plan to pay interns at a rate of \$10.00/hour. We generally ask our interns to work 40 hours per week for the duration of their internship requirement (8 – 16 weeks); but we accommodate school and other part-time work schedules.

Fannie May Confections reserves the right to increase and/or decrease the number of interns based on local market conditions and the success of our organization.

Sincerely yours,

Cheryl Phillips

Cheryl Phillips, PHR
Human Resource Manager
Fannie May Confections Brands, Inc.
5353 Lauby Road
North Canton, OH 44720
P: 330.494.0833 x 120
F: 330.494.9132



November 8, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

FirstEnergy is pleased to provide our continued support to this OMIC proposal and to work with Kent State University again for 2014.

Last year, our letter of support provided for Kent State indicated that we would provide internships for IT and Engineering students. As a partner in this program, FirstEnergy anticipates providing approximately 50 co-op/internships at a wage between \$13-\$20 in IT, Engineering and now including Business students during the calendar year 2014 from our targeted schools in Ohio and can expand to Kent's regional campuses. The positions will be full-time, 5 days a week.

Students who receive a co-op/intern from FE can expect to receive a mentor, development workshop and networking events. Those living more than 50 miles from their work location will receive a \$750 housing allowance.

FirstEnergy reserves the right to increase or decrease the number of interns depending on market conditions.

Sincerely yours,

Tonya L. Horn

Tonya L. Horn

Human Resources, College Recruiting Program Lead



GOJO Industries, Inc.
One GOJO Plaza, Suite 500
Tel: 330-255-6000 Fax: 330-255-6119
www.GOJO.com
Mailing Address:
P.O. Box 991, Akron, Ohio 44309-0991
This letter was sent electronically

November 8, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

GOJO Industries is pleased to participate with Kent State University College of Public Health in the Ohio Means Internships and Co-ops (OMIC) program. GOJO is a leading global producer and marketer of skin care and hand hygiene solutions. Our purpose is "Saving Lives and Making Life Better through Well Being Solutions", and we achieve this by advancing the science of skin care, which includes publishing and conducting outcome studies in real world settings.

GOJO intends to hire 3 co-op students from the College of Public Health through the OMIC program. One student will be an epidemiology PhD candidate, and the other students will work on antimicrobial product development and be Master of Public Health candidates with a concentration in microbiology. The PhD student will be employed for a total of 900 hours over three semesters and will be paid a total of \$18,900 in wages. The two Master in Public Health student will also be employed for a total of 900 hours over three semesters and will be paid a total of \$12,960.

In addition to the supervision to be provided to each co-op student by a faculty member of College of Public Health, GOJO will assign a work place mentor with whom the co-op will meet for two hours each week during the first five weeks of the placement and then for at least one hour every other week during the remainder of the placement. GOJO reserves the right to increase or decrease the number of students to be hired as co-ops if market and / or employment needs change.

GOJO looks forward to further developing its existing relationship with the College of Public Health, which has been based on student involvement in small research studies in coordination with the student education needs (e.g. a Practicum project). The OMIC program provides an opportunity for GOJO to further engage with the College through the creation of these co-op positions, which will have direct impact on GOJO product development initiatives and we hope will lead to full time employment opportunities at GOJO in the future..

Sincerely,

James W. Arbogast, Ph.D.
Skin Care Science and Product Development Vice President
GOJO Industries, Inc.
One GOJO Plaza, Suite 500
Akron, Ohio 44311
Phone: 330-255-6207, E-mail: arbogastj@GOJO.com



October 31, 2013

Chancellor John Carey

Ohio Board of Regents

25 South Front Street

Columbus, OH 43215

Dear Chancellor Carey:

GraphSQL is pleased to partner with Kent State University in this OMIC proposal. GraphSQL appreciates the interactions which we have had with KSU, and we look forward to increasing these interactions by participating in the OMIC activities.

GraphSQL is a Kent State University spin-off, which commercializes the cutting-edge Graph Analytics technology, invented at the university. GraphSQL is among the first awardees of the Third Frontier Technology Validation and Startup Fund (Phase II) and has recently awarded the National Science Foundation (NSF) SBIR award (Phase I). GraphSQL brings superfast and superpowerful graph analytics to all areas of businesses for relationship discovery, analysis and recommendation in Big Data. The company currently consists of 8 full-time and 4 part-time employees. In the coming years, the company plans to hire 2 to 4 new full-time software engineers in Ohio.

GraphSQL will hire 4 full-time (40 hours a week) student interns in summer of 2014, 4 part time student interns (20 hours a week) in fall of 2014, 4 part time student interns in spring 2015, and 4 full time interns in summer 2015. Out of 4 interns each semester, 3 of them will be graduate interns and one will be an undergraduate intern. Each graduate student intern will be paid \$35 per hour, of which \$8.75 will be covered by the OMIC grant. Each undergraduate student intern will be paid \$20 per hour, of which \$5 will be covered by OMIC grant. In addition, GraphSQL understands the importance of mentoring these interns, especially, during their first weeks with us. Each intern will be assigned a mentor, with whom the intern will meet for two hours each week during his or her internship.

GraphSQL reserves the right to increase or decrease the number of interns and their wages depending on market conditions.

Regards,

Ruoming Jin

CTO, GraphSQL, Inc.

HYLAND SOFTWARE

November 11, 2013
Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Re: Support for Kent State University "Ohio Means Internships & Co-ops (2)" Grant

Dear Chancellor Carey:

Hyland Software is committed to participating in the internship/co-op program through collaboration with Kent State University's College of Business Administration.

As a partner in this program, Hyland Software anticipates providing 10 internships at a wage of approximately \$15.00 per hour in the area of *Information Services & Software* and other disciplines between 2014-2016.

In addition, Hyland Software understands the importance of mentoring interns, and providing onboarding and orientation. During the experience, each intern will be assigned a mentor, with whom he/she will meet on a weekly basis. This mentoring totals 24 hours at \$20.00 per hour for a total of \$480.00. Additionally, Hyland Software will contribute \$0.00 in fringe benefits for the 10 interns. Thus, our total in-kind expenses will be \$76,800.

Thanks in advance for your consideration.

Sincerely,



Caitlin Nowlin, Campus Recruiter
Hyland Software, Inc.
28500 Clemens Rd
Westlake, OH 44145

November 4, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

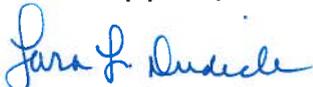
Kinetico is pleased to partner with Kent State University in this OMIC proposal. We appreciate the interactions which we have had with Kent State University, and we look forward to increasing these interactions by participating in the OMIC activities.

Kinetico plans to hire at least two interns in summer 2014 and at least two interns in summer 2015. We expect each intern to work 30 hours per week for 12 weeks. Each intern will be paid \$15 per hour, of which \$3.75 will be covered by the OMIC grant. Thus, Kinetico will contribute \$16,200 for the four summer interns (2 per year). This gives a total of \$16,200 to be paid by Kinetico in student wages.

In addition, Kinetico understands the importance of mentoring these interns, especially, during their first weeks with us. Each intern will be assigned a mentor, with whom the intern will meet for two hours each week during the first five weeks of the internship and then for one hour each week during the remainder of each internship. This mentoring totals 34 hours at \$45 per hour for a total of \$1,530.

Kinetico reserves the right to increase or decrease the number of interns and their wages depending on market conditions.

Sincerely yours,



Lora L Dudick

Vice President, Human Resources



Marathon Petroleum Company LP

November 7, 2013

539 South Main Street
Findlay, OH 45840
Telephone 419/422-2121

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Marathon Petroleum Company is pleased to be part of this OMIC proposal and to work with Ohio Northern University. We heartily endorse the ONU's efforts to increase the number of new internships and co-op opportunities for Ohio Northern students.

Marathon is an energy company, involved in the refining, transportation, and marketing of petroleum products such as gasoline and diesel. Marathon has internships in Accounting, Marketing, and other disciplines, and previously we have employed ONU students in some of these internships.

Marathon is supportive of ONU's proposal to the OMIC, as indicated in the following chart:

Criteria	Number
Number of new co-ops/internships to be created if subsidized up to 40% with proceeds of the OMIC grant:	2
Total estimated earnings for students involved in new co-ops/internships	\$27,200
Dollar amount of in-kind support attributed to industry staff for supervising, mentoring and training these OMIC students	\$16,500
Total of administrative costs associated with employing ONU co-op/internships students under the OMIC program	\$6,400

Marathon notes that intern hiring, as with all hiring, is contingent upon the economic situation at the time. The addition of additional internships is subject to the economic circumstances and business needs at the time.

Sincerely yours,

Calvin G. Springer, CPA
Accounting Coordination Manager
Marathon Petroleum Company, LP



**P.O. Box 1028
15825 Old State Road
Middlefield, Ohio 44062**

Alliance Limited Phone: (440) 632-1780 • Fax: (440) 632-1622

November 15, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

NEO Beam Alliance is pleased to partner with Kent State University in this OMIC proposal. NEO Beam appreciates the interactions which we have had with KSU, and we look forward to increasing these interactions by participating in the OMIC activities.

NEO Beam plans to hire one intern in the summer 2014 and on intern in the summer 2015. We expect each intern to work 40 hours per week for 12 weeks. Additionally, we plan to hire one intern in spring 2015 and one intern in spring 2016. We expect these two interns to work 20 hours per week for 15 weeks. Each intern will be paid \$10 per hour, of which \$2.50 will be covered by the OMIC grant. Thus, NEO Beam will contribute \$7,200 for the two summer interns and \$2,250 for the two spring interns. This gives a total of \$9,450 to be paid by NEO Beam in student wages.

In addition, NEO Beam understands the importance of mentoring these interns, especially, during their first weeks with us. Each intern will be assigned a mentor, with whom the intern will meet for two hours each week during the first five weeks of the internship and then for one hour each week during the remainder of each internship. This mentoring totals 74 hours at \$45 per hour for a total of \$3,330

NEO Beam Alliance reserves the right to increase or decrease the number of interns and their wages depending on market conditions.

Best regards,



Scott Chapman
Plant Manager



NORTHEAST OHIO

Trade & Economic Consortium

P.O. Box 5190 • Kent, OH 44242-0001
(330) 672-4080 • Toll-free: (800) 793-0912 • Fax: (330) 672-2259
Web: www.neotec.org

November 7, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Re: Support for Kent State University “Ohio Means Internships & Co-ops (2)” Grant

Dear Chancellor Carey:

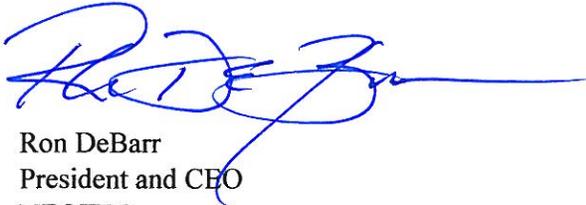
Northeast Ohio Trade and Economic Consortium (NEOTEC) is committed to participating in the internship/co-op program through collaboration with Kent State University’s College of Business Administration.

As a partner in this program, NEOTEC anticipates assisting in identifying and filling 24 internship positions with its consortium members at a wage of approximately \$12.00 per hour in the areas of Advanced Manufacturing, Automotive, Aerospace & Aviation, Agribusiness & Food Processing, Biohealth, Energy, Polymers & Chemicals and other disciplines between Summer 2014 - Summer 2016.

In addition, NEOTEC understands the importance of mentoring interns, and providing on-boarding and orientation services. As such, it will work with its membership base to ensure that each intern is assigned a mentor with whom he/she will meet on a weekly basis for a minimum of 5 hours. This mentoring assignment is projected to provide a \$3,375 in-kind contribution per intern (\$45 an hour x 5 hours a week x 15 weeks).

Thanks in advance for your consideration.

Sincerely,



Ron DeBarr
President and CEO
NEOTEC

11/13/2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Northwestern Mutual is pleased to be part of this Ohio Means Internships and Coops proposal and to work with Kent State University at Stark.

From 2014 to 2016, we plan on hiring a number of College Financial Representatives. While this number over the course of the time is not specific, in 2014, we plan to have 35 College Financial Representatives participate in the internship program. Of these 35, any number could be from Kent State University or Kent State University at Stark. We have had many Kent State students participate in the our internship program. We can estimate nearly 10 to 14 of the 35 College Financial Representatives participating in 2014 will be from Kent State University or Kent State University at Stark. While participating in the internship program, the College Financial Representatives will be paid. During the internship, a minimum of \$1000 will be earned through a weekly stipend throughout the semester. These stipends will reset if the College Financial Representative continues the internship longer than one semester. This leads to a maximum of \$3000 per year that can be earned from these stipends. In addition to the stipends, commissions can be earned for obtaining clients during the internship. Using past averages, the average College Financial Representative will earn \$3000 in commission throughout the semester. There is also an opportunity to earn \$1000 per semester (or \$3000 per year) in production bonuses.

The number of College Financial Representatives is subject to change on factors relating to student engagement and interest in the internship program. While we commit to making a full effort to acquire students for the internship from Kent State University or Kent State University Stark, we cannot force students to participate or guarantee the number of College Financial Representatives stated above will be accurate. The number is an estimate and based off of past involvement of Kent State students in our internship program.

Sincerely yours,

The Northwestern Mutual – Canton District Agency



November 15, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Re: Support for Kent State University "Ohio Means Internships & Co-ops (2)" Grant

Dear Chancellor Carey:

Parker Hannifin is committed to participating in the internship/co-op program through collaboration with Kent State University's College of Business Administration.

As a partner in this program, Parker Hannifin anticipates providing **three** internships at a wage of approximately \$17 per hour in the area of Information Technology between 2014-2016.

In addition, Parker Hannifin understands the importance of mentoring interns, and will provide onboarding and orientation. During the internship, each intern will be trained by an experienced professional. This training is estimated to total approximately four hours a week (16 hours a month) at \$70 per hour for a total of \$1120 per month. Thus, our total in-kind expenses over a three-month will total \$3360 per internship. **NOTE: THIS IS ONLY AN ESTIMATE.**

Thanks in advance for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Kristine M. Henige".

Kristine M. Henige
Enterprise Resource Manager
Parker Hannifin Corporation

Pulmonary Apps

October 30th, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Pulmonary Apps is pleased to continue our partnership with Kent State University to support developing a highly trained workforce in this OMIC proposal.

We plan to hire two interns in summer 2014 and two interns in summer 2015. We expect each intern to work 20 hours per week for 12 weeks. Each intern will be paid \$15 per hour, of which \$3.75 will be covered by the OMIC grant.

Pulmonary Apps is a software technology innovator in the healthcare sector. As a small company, our interns will have the invaluable experience of receiving hands-on training and ongoing mentorship. Not only will they learn valuable work skills in their field of study, but they will also gain insight into how their role is crucial to operations as a whole. We anticipate approximately 2.5 hours a week will be invested into mentoring the interns' growth, with a value of \$50/hour. Estimating 12 weeks of employment with 2.5 hours of week invested each week for four interns for a total of 60 hours of \$3,000 of in-kind expenses that Pulmonary Apps will be contributing for these four interns.

We reserve the right to increase or decrease the number of interns and their wages depending on market conditions.

Sincerely yours,

Kevin Trice

Pulmonary Apps
Innovator and CEO

November 12, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Quadax is pleased to be part of this OMIC proposal and to work with Kent State University.

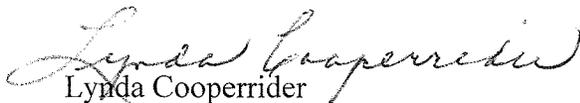
We plan to open our internship program to include 4 interns, focusing on majors in Computer Science. The expectation would be a work week of 40 hours at a pay rate of \$16.00/hour. The length of the program would be approximately 12 weeks.

While the intern is on site, they will receive ongoing support and guidance by the department. Resources will be made available to the intern in order to address any questions they may have throughout the internship. The intern will learn and be exposed to: business requirement analysis, systems analysis and design, web-based development and testing/documentation. Interns will also be included in staff meetings.

The individual will also have the potential to work on project specifications, coding & testing applicant enhancements, working with quality assurance staff to test enhancements as well as working with technical documentation staff regarding system changes.

While we don't anticipate any reduction in the number of interns needed for the summer, the internship program at Quadax will be driven by existing business volume and demands by our clients. In the event, there would be a significant change with this volume, the company would need to reevaluate the impact upon the program and take the appropriate actions which could include terminating the agreement.

Sincerely,



Lynda Cooperrider
Director, Human Resources
Quadax





NOVEMBER 15, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Quality Resources, LLC is pleased to partner with Kent State University in this OMIC proposal. Quality Resources, LLC appreciates the interactions which we have had with KSU, and we look forward to increasing these interactions by participating in the OMIC activities.

Quality Resources, LLC plans to hire one intern in summer 2014 and one intern in summer 2015. We expect each intern to work 40 hours per week for 12 weeks. Additionally, we plan to hire one intern in spring 2015 and one intern in spring 2016. We expect these two interns to work 20 hours per week for 15 weeks. Each intern will be paid \$10 per hour, of which \$2.50 will be covered by the OMIC grant. Thus, Quality Resources, LLC will contribute \$14,400 for the four summer interns and \$4,500 for the two spring interns. This gives a total of \$18,900 to be paid by Quality Resources, LLC in student wages.

In addition, Quality Resources, LLC understands the importance of mentoring these interns, especially, during their first weeks with us. Each intern will be assigned a mentor, with whom the intern will meet for two hours each week during the first five weeks of the internship and then for one hour each week during the remainder of each internship. This mentoring totals 108 hours at \$45 per hour for a total of \$4,860. Additionally, Quality Resources, LLC will contribute \$4,500 in fringe benefits for the six interns. Thus, our total in-kind expenses will be \$9,360.

Quality Resources, LLC reserves the right to increase or decrease the number of interns and their wages depending on market conditions.

Sincerely yours,

355 RICHMOND ROAD HANGAR 5 • RICHMOND HEIGHTS, OH • 44143
PHONE: 216-797-1710 • FAX: 216-797-1780
LFISHER@QUALITYRESOURCES.BIZ



November 7, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Samuel Steel Pickling Company is pleased to partner with Kent State University in this OMIC proposal.

Samuel Steel Pickling plans to hire between four interns in the summers of 2014 and 2015. We expect each intern to work 40 hours per week for 13 weeks. Each intern will be paid \$12 per hour, of which \$3.00 will be covered by the OMIC grant. Thus, Samuel Steel Pickling will contribute \$18,720 for the summer intern's student wages.

In addition, Samuel Steel Pickling will provide mentoring and training these interns. Each intern will receive the following:

- 1.) Personal protective equipment at a cost of \$200 per intern. In kind contribution - \$800.
- 2.) Comprehensive safety training, a tow motor operator license and crane qualification. Each intern will receive a total of 32 hours of training at a cost of \$35 per hour. In kind contribution - \$4,480.
- 3.) Each intern will meet with their mentors 2 hours each week at a cost of \$30 per hour. In kind contribution - \$3,120.

Samuel Steel Pickling Company will provide a total of \$8,400 of in kind support.

Samuel Steel Pickling reserves the right to increase or decrease the number of interns and their wages depending on market conditions.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Mike Andrzejewski".

Mike Andrzejewski
Controller

Date: 11/14/13

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

scitrain, ltd. is pleased to be part of this Ohio Means Internships and Coops proposal and to work with Kent State University.

scitrain, ltd. is a strong believer of integrating high-caliber interns into our leadership development business. We find ways to make the internship mutually beneficial to both the intern and organization. We typically engage graduate-level interns with concentrations in Industrial Organizational Psychology, Organizational Development, Human Resources, and Counseling Psychology. Throughout the year we have anywhere between one to four interns on staff at a given time with summer being our peak intern season. Ideally, we could plan to have one to three Kent State University interns throughout the calendar year. We prefer our interns participate in a minimum of 8 weeks full time or the equivalent of 320 hours part-time. We use a stipend payment model to pay our interns. For interns wishing to relocate, we provide furnished housing with all utilities and internet included. A stipend amount between \$300 and \$800 will be paid to interns for each month of full-time work, or part time equivalent, based on qualifications and whether they chose to relocate to the furnished home. We would recommend that the match be added to the monthly stipend amount which is paid two or three times based on the duration of the internship.

Interns are provided a number of benefits as part of working for scitrain, ltd. As mentioned they may receive furnished rent free living (\$500 a month), access to a scitrain work computer, office materials, several hours of mentoring, and several onsite/offsite training hours. Although amount of training and mentoring may vary across months we estimate that an intern receives approximately \$700 - \$1,200 worth of fringe benefits per month.

We look forward to partnering with Kent State University and providing our interns with a rewarding and applied focused experience.

Disclaimer: In event that economic conditions change, scitrain, ltd. reserves the right to increase or decrease the number of interns and their wages depending on market conditions and the qualifications of the candidate pool.

Sincerely yours,

Michael Leytem, Director of Internships
scitrain, ltd.



SHERWIN-WILLIAMS.

Corporate Information Technology
Phone: 216-566-2184
Fax: 216-566-2174

November 8, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Re: Support for Kent State University "Ohio Means Internships & Co-ops (2)" Grant

Dear Chancellor Carey:

The Sherwin-Williams Company is committed to participating in the internship/co-op program through collaboration with Kent State University's College of Business Administration.

As a partner in this program, The Sherwin-Williams Company anticipates providing five of internships at a wage of approximately \$15.00 per hour in the area(s) of Information Services & Software and other disciplines between 2014-2016.

In addition, The Sherwin-Williams Company understands the importance of mentoring interns, and providing onboarding and orientation. During the experience, each Co-op will be assigned a mentor, with whom the he/she will meet on a weekly basis. This mentoring totals 28 hours per week at \$15.00 per hour for a total of \$420.00 gross pay per week.

Thanks in advance for your consideration.

Sincerely,

Thomas Lucas
Chief Information Officer



November 11, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Solupay is pleased to partner with Kent State University in this OMIC proposal. Solupay appreciates the interactions which we have had with KSU, and we look forward to increasing these interactions by participating in the OMIC activities. The OMIC will provide Solupay the ability to develop a robust internship program.

Solupay plans to hire three interns in summer 2014 and three interns in summer 2015. We expect each intern to work 25 hours per week for 12 weeks. Additionally, we plan to hire two interns in spring 2015 and two interns in spring 2016. We expect these two interns to work 20 hours per week for 12 weeks. Each intern will be paid \$12 per hour, of which \$3.00 will be covered by the OMIC grant. Solupay will contribute \$2,700 per summer intern and \$2,160 per spring intern.

In addition, Solupay understands the importance of mentoring these interns. Each intern will be assigned a mentor, with whom the intern will work closely with during the total time while working with us. This mentoring will consist of sales training, technical aspects of merchant services and customer service and support training. The intern will attend weekly sales training as well as one-on-one training daily for a total of 6 hours/week at \$28/hr. The total per intern will be \$2,016 (\$20,160 for mentoring the total of 10 interns).

Solupay reserves the right to increase or decrease the number of interns and their wages depending on market conditions.

Sincerely yours,

Lisa Musitano Smith
Solupay

cc: Joseph Musitano – Managing Partner
Jayme Moss – Managing Partner

Merchants are Making the Switch... ¹

and Solupay is Making the Switch Easy...



November 7, 2013

Steven P. Schmidt, PhD
Vice President
Clinical Research & Innovation

Summa Akron City Hospital
525 East Market Street
Professional Center South
Suite 2F
Akron, Ohio 44304

Phone (330) 375-7078
Fax (330) 375-6648

Email
schmidts@summahealth.org

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Chancellor Carey:

Summa Health System is pleased to participate with Kent State University College of Public Health in the Ohio Means Internships and Co-ops (OMIC) program.

Summa Health intends to hire 1 co-op student from the College of Public Health through the OMIC program. The co-op students will be PhD candidate specializing in epidemiology and will be involved in Summa research initiatives. Each PhD student will be employed by Summa for a total of 900 hours over three semesters and will be paid by Summa a total of \$18,900 in wage.

In addition to the supervision to be provided to each co-op student by a faculty member of College of Public Health, Summa Health will assign a work place mentor with whom the co-op student will meet for two hours each week during the first five weeks of the placement and then for one hour every other week during the remainder of the placement. Summa Health reserves the right to increase or decrease the number of students to be hired as co-ops if market and / or employment needs change.

Summa Health System looks forward to further enhancing its existing relationship with the College of Public through the creation of this new co-op program for students.

Sincerely,

A handwritten signature in blue ink that reads "Steven P. Schmidt".

Steven P. Schmidt, PhD
Vice President, Clinical Research & Innovation

November 15th 2013

Chancellor Jim Petro
Ohio Board of Regents
30 East Broad Street
36th Floor
Columbus, OH 43215-3414



AUSTIN, TX

BOSTON, MA

COPENHAGEN, DENMARK

HOUSTON, TX

HUDSON, OH

LONDON, UK

MUNICH, GERMANY

NEW DELHI, INDIA

PALO ALTO, CA

SOFIA, BULGARIA

SYDNEY, AUSTRALIA

WINNIPEG, CANADA

Re: Support the Kent State University's "Ohio Means Internships & Co-ops" (OMIC) Grant

Dear Chancellor Petro:

This letter is to enthusiastically support the efforts of Kent State University through their project "OMIC". Their project looks to bring "new" co-op or internship opportunities to their students in the OhioJobs Key Industries. "New" is defined as both adding additional positions to already existing co-ops and/or internships relationships in a particular area and/or creating co-ops and/or internships in areas where they are currently not offered by our company.

By virtue of this letter, we commit to and recognize the following:

- For each new co-op and internship position(s) we offer during summer 2014, fall 2014 and/or spring 2015 in the OhioJobs Key Industries as a result of this program, we will receive up to a \$3,000 match (1:1) from program funds in support of these paid positions at appropriate wage levels.
- The co-op and/or internship position(s) will have a supervisor that ensures completing a formalized assessment at the end of the term of employment.
- Where time and means dictate, we agree to provide exposure for students in more than one functional area of our business
- We agree to attend, either in person or virtually, workshops to discuss the benefits of co-ops and internships across many disciplines as well as share our experiences/best practices
- At the end of this project, we will agree to participate as a company to publicize a summary of the advantages of this program.

As of this writing, we estimate that we will offer up to four (this number could change due to future needs of our business) new internships that span the following Ohio Jobs Key Industries:

- Information Services & Software

We look forward to hearing about the positive review of this proposal and the opportunity to evaluate the impact to our company as a result of these new co-op and internship positions.

Best regards,

Melissa Needel
Human Capital Associate





Friday, November 15, 2013

Chancellor John Carey
Ohio Board of Regents
25 South Front Street
Columbus, OH 43215

Dear Sir:

Over the past year our airline has worked very closely with Kent State University to create educational opportunities and jobs for Kent State University graduates. We continue to be impressed with the caliber of this University's product, and we are pleased to now have an official bridge program in place. We feel absolutely obligated to bring to your attention the wonderful effect Kent State University has had on our industry, and we will duly support them with their OMIC proposal.

CommutAir has agreed to hire six interns over the course of 2014, six more in 2015, and more in the years to follow. Interns will work twenty hours per week for approximately twelve weeks. CommutAir has budgeted to pay these interns a cumulative total of \$2,000 per student. Of the \$24,000 expense incurred by CommutAir during the 2014-2015 grant period, approximately \$6,000 could be paid by your OMIC grant. Less palpable bonuses are also included in CommutAir's intern benefits package, such as arranging for interns to travel space-available at little to no expense anywhere in the world on United Airlines at their leisure.

As a company in an industry that is perpetually under the microscope, CommutAir has worked tirelessly with Kent State University to create a comprehensive airline pilot development program. We recognize that a culture of safety and professionalism can be instilled early in a pilot's career. Therefore, before any Kent State University student may actually intern, they must complete a two-hundred hour mentoring program. CommutAir has agreed to accept up to thirty students per year into this program, which would total sixty students during the 2014-2015 grant period. At two-hundred hours per student, that equates to 6,000 hours of mentoring per year. The in-kind cost for CommutAir to have its directors do this mentoring is \$240,000 per year, or \$480,000 over the OMIC grant period.

Once Kent State University graduates who have participated in this program meet the regulatory requirements, they are offered employment opportunities without hesitation. CommutAir is very happy to create these jobs to keep talented Kent State University graduates in Ohio. We would also kindly remind you Sir, that the airline industry is often the first to feel the pinch in times of economic downturn, so any figures provided are subject to change based on market conditions.

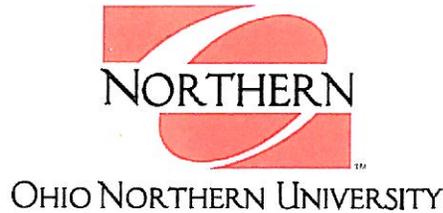
Should you have any questions or require further information, please do not hesitate to contact this office. You have our most sincere best wishes in your mission to support the development of a highly trained workforce in our great State.

Very Respectfully,

A handwritten signature in black ink, appearing to read "Nicholas DeLotell".

Digitally signed by Nicholas DeLotell
Date: 2013.11.15 00:05:34 -05'00'

Nicholas DeLotell
Director of Training



Office of Academic Affairs

Nov. 14, 2013

STATEMENT OF INTENT TO ESTABLISH A CONSORTIUM AGREEMENT

TITLE: An Integrated Business and Academic Internship and Co-op Infrastructure

APPLICANT; Kent State University

FUNDING AGENCY NAME: Ohio Board of Regents
Ohio Means Internships and Co-ops

COLLABORATING INSTITUTION: Ohio Northern University

COLLABORATING INVESTIGATOR: Matthew Lambdin
Director of Experiential Learning
Dicke College of Business Administration

REQUESTED BUDGET: \$50,100

PROJECT PERIOD: Spring Semester 2014 through Spring 2016
Student Placements – Summer 2014

The appropriate program and administrative personnel of Ohio Northern University are prepared to establish the necessary inter-institutional agreement to implement the collaboration indicated in this proposal. We agree to meet the 1 to 1 cost share requirement by providing documentation of the \$50,100 commitment from our private industry partner.

A handwritten signature in blue ink that reads 'Rebecca Watercutter'.

Rebecca Watercutter
Director of Foundation, Government & Academic Grants
Ohio Northern University

Arts & Sciences • Business • Engineering • Pharmacy • Law

525 SOUTH MAIN STREET • ADA, OH 45810 • (419) 772-2035 • FAX: (419) 772-2571 • www.onu.edu

Implementation Schedule

Please provide a brief bulleted list of major components of grant activity taking place each term.

Term	Grant Activities
Spring 2014	Advertise and fill summer 2014 internship positions; advertise and begin filling OMIC university infrastructure positions; create business-academic working group and have initial meeting; begin having KCSN meetings and begin planning two-year planned activities.
Summer 2014	Review effectiveness of summer hirings; advertise fall and spring internship positions; fill any remaining infrastructure positions; review initial survey data; plan for first-year assessments.
Fall 2014	Begin regular "check-ups" with businesses; begin collecting best-practices and sharing with all units; have joint meetings with business-academic working group and KCSN; see if any units are having problems meeting their goals; begin advertising summer 2015 internship positions.
Spring 2015	Do first-year reviews of all activities; work to expand our internship-co-op base in terms of number of positions and number of partnering businesses; re-evaluate plans for the 2nd OMIC year; review internship and co-op programs with partnering businesses; talk with businesses about improving their infrastructures and seeing how their structures and the universities' structures can mutually support each other.
Summer 2015	Advertise fall and spring internships; begin planning for post-OMIC; review plans for helping businesses create their own internship and co-op infrastructures.
Fall 2015	Review existing procedures and infrastructures at both businesses and the universities to see if changes need to be made before OMIC funding ends; make sure support is in place so that infrastructure can remain and grow after OMIC.
Spring 2016	Finalize post-OMIC plans by reviewing procedures and infrastructure and establishing procedures for continuing to review and update internship and co-op activities at the universities and the partnering businesses.

Austin Melton Biographical Sketch

Austin Melton is professor of computer science and mathematics at Kent State University. For many years, he has been active in establishing internships and in fostering business and academic interactions and relationships. While Chair of the Computer Science Department at Michigan Technological University (1992 – 1996), Austin would travel to Green Bay and Detroit (more than 500 miles one way) to make contacts with businesses to establish internship opportunities. After coming to Kent State University in 1996 as Chair of the Department of Mathematics and Computer Science, he continued to promote business and academic cooperation.

Between 2000 and 2002, Austin was a member of the Organizing Committee for IT Digital Mixers sponsored by the Northeast Ohio Software Association (NEOSA). These mixers brought together IT students, employees, and faculty members to develop channels of communication. During this time, Austin was also a member of the IT Skills Network, which was created in the Cleveland-Northeast Ohio area for the purpose of studying and understanding the educational and professional needs of the IT community. From 2004 - 2006, he served on the Board of Directors of NEOSA.

At KSU, Austin was the principal organizer of the Computer Science Student Poster Competitions where students could showcase potential business and industrial applications of their work. He is currently Chair of the Computer Science Department's Industrial Outreach Committee; he handles most inquiries to the department for student interns; and he usually teaches the department's internship course. Also, he organizes the Industrial Advisory Board Meetings for the Department of Computer Science.

Austin is the Program Director for Kent State's current OMIC grant, and recently he was the main organizer for a KSU networking event involving local businesses and the College of Applied Engineering, Sustainability, and Technology; the School of Digital Sciences; the Department of Computer Science; and the Department of Management and Information Systems.

In addition to his work to promote business and academic cooperative developments, Austin is an active researcher in computer science and mathematics. He has helped to organize two on-going international conference series, has published more than sixty five research papers, and has given research lectures on five continents.