APPLICATION COVER PAGE & PROGRAM SNAPSHOT

Name of Lead Institution (only one)	Ohio University
Project Start Date	4/1/2014---contingent upon project award
Interns and/or Co-ops Start Date	Summer 2014---contingent upon project award
Primary Contact - Individual must be authorized to sign grant contract and legally responsible as representative.	Shane L. Gilkey, Assistant VP for Research 105 RTEC Ohio University Athens OH 45701 740-593-0372 gilkeys@ohio.edu
President/CEO Name	Roderick J. McDavis, President
Project Director/s	Jeff Giesey, Associate Dean for Academics Russ College of Engineering & Technology 108 Stocker Center Ohio University Athens OH 45701 740-593-1573 giesey@ohio.edu
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/omi/2013-14_CEIA.pdf	no
1) Certification by Authorized Official:	
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.	
Signature of Authorized Official Shane L Gilkey	
Typed Name and Title Shane L. Gilkey Assistant VP for Research	
Date 11/15/13	
2) Administering Entity:	
Contact Person: Jeff Giesey, PhD	
Title Associate Dean for Academics, Russ College of Engineering & Technology, Ohio University	
Address 108 Stocker Center Ohio University Athens OH 45701	
Email giesey@ohio.edu	
3) Business Partners (please submit separate information for each partner)	
Company Name Cornerstone Research Group	
Contact Person Jeff Bennett	
Title Vice Presisent, Operations	
Address 2750 Indian Ripple Rd Dayton OH 45440	
Email bennettje@crgrp.com	
Business Partners (please submit separate information for each partner)	
Company Name FirstEnergy Corp.	
Contact Person Tonya L. Horn	
Title Human Resources, College Recruiting Program Lead	
Address 76 S. Main Street Akron OH 44308	
Email tlhorn@firstenergycorp.com	
Business Partners (please submit separate information for each partner)	
Company Name General Mills	
Contact Person Ray Anderson	
Title Associate Humarn Resources Manager	
Address 2403 S. Pennsylvania Ave Wellston OH 45692	
Email ray.anderson@genmills.com	
Business Partners (please submit separate information for each partner)	
Company Name Hyland Software	
Contact Person Caitlin Nowlin	
Title Campus Recruiter, Human Resources	
Address 28500 Clemens Rd Westlake OH 44145	
Email caitlin.nowlin@hyland.com	
Business Partners (please submit separate information for each partner)	
Company Name Miba Bearings US	
Contact Person Alicia M. Snider	
Title Human Capital Operations Manager	
Address 5037 North State Route 60 McConnelsville OH 43756	
Email alicia.snider@miba-us.com	

Business Partners (please submit separate information for each partner)
Company Name The O'Gara Group Sensor Systems Division
Contact Person Alan Page
Title President, Sensor Systems Division
Address 2794 Indian Ripple Road Beavercreek OH 45440
Email alan.page@ogaragroup.com
Business Partners (please submit separate information for each partner)
Company Name Tata Consultancy Services Limited
Contact Person Michaela S. Barbour
Title Campus Recruiter
Address 1000 Summit Drive Milford OH 45150
Email michaela.barbour@tcs.com
Business Partners (please submit separate information for each partner)
Company Name Toledo Molding & Die Inc.
Contact Person Carl Pastorella
Title Human Resource Manager
Address 1441 N. Maule Road Tiffin OH 44883
Email pastorella@tmdinc.com
4) Educational Partners (please submit separate information for each partner)
not applicable
5) Other Partners (please submit separate information for each partner)
not applicable

Program Snapshot	**Name, Number or Amount**
JobsOhio key industry/ies – please list	advanced manufacturing, agribusiness & food processing, energy, information services & software
JobsOhio region	southeast
Amount of state money requested	**$170,032**
Required match money committed (100% undergrad & 150% grad programs)	**$170,032**
Total state money requested divided by number of co-ops or internships created (in whole dollars)	**$8,502**
Total match money obtained divided by number of co-ops/internships created (in whole dollars)	**$8,502**
Total money (state plus match) divided by number of co-ops/internships created (in whole dollars)	**$17,003**
Number of business partners	8
Number of education partners	0
Number of other partners	0

Add numeric value to each field below

	TOTAL	Wages	Scholarships	Both wages & scholarships	For credit	Not for credit	Required	Optional	Transcripted (all)
Internships created (proposed)	20	170032	170032	340064	20	0	0	20	20
Co-ops created (proposed)	0	0	0	0	0	0	0	0	0
TOTALS	20	170032	170032	340064	20	0	0	20	20

ABSTRACT

The Ohio Means Internships and Co-ops (OMIC) program sponsored by the Ohio Board of Regents (OBOR) provides state funding and private dollars to increase the number of internships and co-ops for employers and students in key industries throughout the state of Ohio. Ohio University (OHIO) is submitting this proposal to participate in the OMIC program over a two-year period starting in spring, 2014. Undergraduate students in OHIO's Russ College of Engineering & Technology will partner with businesses in sectors to include advanced manufacturing, agribusiness & food processing, energy, and information services & software to meet primary objectives.

Currently a limiting factor in increasing the number of student participants in internships and co-ops is the number of students who are willing to participate in the programs particularly during academics terms. This proposed project will address this issue using two approaches.

First, the existing internship/co-op program within the Russ College will be assessed by specialists of the Voinovich School of Leadership and Public Affairs at OHIO to determine the factors in student participation and to generate recommendations to increase the capacity of the Russ College to provide relevant and high quality internship experiences; and to increase the number of internships and co-ops, especially during non-summer semesters.

Second, the Russ College has dramatically increased the number of students participating in summer internship and co-op experiences by covering the tuition associated with the internship and co-op experience with a scholarship. In the proposed project, we plan to offer a financial incentive for undergraduate students to participate, and extend the existing program from summer to academic year experiences to hopefully see a similar increase in participation during the academic year.

The proposed project aims to increase the capacity to provide undergraduate students for relevant and high quality internship experiences in key Ohio-based industries; to increase the number of internships and co-ops, especially during non-summer semesters; and to provide Ohio businesses with talented students and potential employees. This will support OMIC program aims to close the job skills gap, to increase student completion, and give to Ohio a competitive advantage in the global human capital talent marketplace.

PROPOSED PROGRAM NARRATIVE

RELEVANCY

1. How is the institution building partnerships with private companies to address emerging workforce needs?

The Russ College of Engineering and Technology at OHIO has established relationships and contact with over 550 engineering companies throughout the United States, and at least 80 percent of those companies have operations in Ohio. Industry sectors include manufacturing; aerospace/aviation; agribusiness/food processing; automotive; biomedical; energy; financial services; information services and software; and polymers and chemicals. These businesses are predominantly small to medium sized businesses, and traditionally these businesses in manufacturing, information services and software, and energy sectors have been willing predominantly to strengthen and develop their relationships with OHIO students via internships. A prime example of the growing success in building these relationships with businesses and industry is the record turnout of both business and undergraduate students in a recent career fair held at the Russ College in September: over 250 students and 23 employers participated in arguably the most successful career fair at the college. Internships and co-ops were part of this career services event, as multiple companies begin recruitment for spring and summer internships in the autumn.

As the sole four-year research institution in the Appalachian region of Ohio, OHIO has several characteristics which make it unique (several of these are outlined in item 3 below). In spite of some disadvantages, OHIO's Russ College has established the capacity to build upon past partnerships with private companies. Capabilities include leadership and guidance from the Russ College Associate Dean for Academics and a full-time Director of Professional Experiences who is empowered to maximize use of Russ College resources to include an established database of employers and alumni to provide students with internships and co-ops. Collaboration within the university includes work with OHIO's Career and Leadership Development Center (formerly the university office of career services), which is the central function within OHIO representing all undergraduate majors. This has resulted in the participation of 25 to 30 percent of engineering undergraduates at OHIO in internships and co-ops (primarily in the summer).

While student and business participation in the OHIO Russ College internship/co-op program has grown, the primary goals of this proposed project are:

- Increase the capacity of the Russ College to provide students for relevant and high quality internship experiences;
- Increase the number of internships and co-ops, especially during non-summer semesters;
- Provide Ohio businesses with talented students and potential employees;

2. What steps will be taken to assist faculty with program development to ensure relevancy in the curriculum?

Results and lessons learned from the proposed project will be integrated into the undergraduate engineering curriculum in order to improve the student experience and to improve the relevancy and capacity of internships and co-ops in OHIO's Russ College. This will be accomplished within a framework which is student-focused and includes faculty and staff. Integration of student experiences occurs with the feedback, guidance, and mentorship of faculty advisors, cooperative education coordinators (who are designated faculty in each of the seven Russ College engineering departments to include Aviation, Chemical & Biomolecular Engineering, Civil Engineering, Engineering Technology & Management, Electrical Engineering & Computer Science, Industrial & Systems Engineering, and Mechanical Engineering), and a co-op committee (consisting of the Russ College Associate Dean for Academics, Director of Professional Experiences, Student Services Administrative Coordinator, and the cooperative education coordinators from each department).

Participation of Russ College faculty in core activities of teaching, research, and public service requires each faculty member to remain well informed on industry developments, practices, standards, and demands. Within this structure, each faculty member is aware of the importance of the practical application of engineering design and techniques to benefit the greater good of society in areas of safety, security, and integrity. This level of faculty involvement and engagement ensures that the state of practice within engineering disciplines is reflected in the undergraduate curriculum. This is especially the case for Russ College faculty-led research activities, many of which are supported by industry sponsors in areas of not only fundamental but applied research. Research results are disseminated widely and are also used in curriculum development and curricular advancement. Any additional faculty and administration participation in the proposed project will adhere to this paradigm.

Currently at the completion of each internship/co-op term, the student completes an evaluation and report which fully documents the experience. In addition to this, the supervisor of the student at the industry place of internship/co-op completes an evaluation. This documentation is reviewed by the faculty member who is assigned as the cooperative education coordinators within each academic department. The cooperative education coordinator then shares the internship/co-op information with departmental faculty, and the information is utilized to make the academic curriculum more relevant to business/industry conditions. In addition to this, in the internship/co-op evaluation, both the student and employer make an assessment of the student's preparation in each of the program outcomes. This is also incorporated into the continuous improvement process within the Russ College professional experiences and internship/co-op programs. The proposed project will expand and enhance these tasks and processes to improve the professional experiences and internships/co-ops of Russ College undergraduate students.

3. How is the proposal integrated into the strengths of the regional economy?

OHIO is well-positioned to gain internships and co-ops in both the Appalachian region of Ohio and throughout the state, particularly with small to mid-sized businesses. As the only four year research intensive institution of higher education in the Appalachian region of Ohio (where 24 of the 29 Appalachian counties have poverty levels above the state average, and the adjusted gross income per taxpayer is $8,500 below the state average), OHIO is uniquely positioned to provide an avenue for citizens of this area to advance via education. 34 percent of OHIO students hail from Appalachian Ohio counties, many undergraduates are often first generation college students, and up to 80 percent of all undergraduates apply for need-based scholarships. OHIO has an established track record of involving students from this region in their research programs.

The demographic profile associated with OHIO offers both advantages and disadvantages with regard to internships and co-ops. For example, some large businesses generally are not aggressive in recruiting OHIO undergraduate engineering students as interns since OHIO offers a relatively small pool of (just over 1,600 undergraduate students enrolled). However, many Ohio-based small and mid-sized businesses focus on OHIO as a source of interns and co-op students because of the quality of students as well as the supportive cooperation with Russ College in assisting with facilitating and supporting internships and co-ops. Traditionally businesses in manufacturing, information services and software, and energy sectors have been predominant in providing internships and Co-ops with Russ College students.

In order to achieve the goals and objectives of the proposed project, OHIO will maximize its relationships with regional industry and businesses to increase the number of internships and co-ops particularly in non-summer months. There is potential to increase participation of companies is a wider variety of sectors (such as aerospace/aviation; agribusiness/food processing; biomedical; information services and software; and polymers and chemicals) which can yield not only internships and co-ops but to improving the connection between academic learning and skills applicable to jobs in the Appalachian region of Ohio.

4. What steps will the institution take to regularly assess and improve student learning outcomes?

At OHIO's Russ College of Engineering & Technology, the integration of student internship/co-op experiences with student learning is assisted by the feedback, guidance, and mentorship of faculty advisors, cooperative education coordinators (in each of the seven Russ College engineering departments), and a co-op committee. This existing structure effectively assesses the internship/co-op experience within the framework of undergraduate student-based classroom learning using a feedback process with multiple perspective points. This student-centric approach involves multiple materials and processes such as written and verbal evaluations between students and employers, written assessments and reporting by undergraduate students following internships/co-ops, formal and informal communication between students and faculty advisors, internship program summative and formative assessment among the co-op committee and department co-op advisors, and academic course evaluations.

Each program at the academic department level (Aviation, Chemical & Biomolecular Engineering, Civil Engineering, Engineering Technology & Management, Electrical Engineering & Computer Science, Industrial & Systems Engineering, and Mechanical Engineering) has a set of program outcomes, consisting of statements which clearly describe what undergraduate students are expected to know and be able to do by the time of graduation. These relate to the skills, knowledge, and behaviors that students acquire in their matriculation through the academic program. Fulfillment of the program outcomes is monitored through a variety of means. These include:

- *Course-based Assessments*. Most academic programs use an instructor assessment of the achievement of program outcomes assigned to the academic course. This takes the form of ranking the general student achievement of the outcome using a scale such as *unsatisfactory*, *satisfactory*, or *exceeds expectations*.
- *Senior Exit Survey*. Several academic departments interview graduating seniors to get information on how well students feel they are prepared in the different outcome areas. The students are also solicited for information about other topics including general satisfaction, future plans, and advising.
- *Career and Further Education Survey*. Academic departments will review the Career and Further Education Survey, which is measured 1 to 2 years after graduation by the OHIO Office of Institutional Research. In additional to standard general questions, program-specific questions concerning program outcomes have been added to the survey.
- *Internship/Co-op Evaluations*. Each term a student goes out on an internship/co-op assignment, the student completes an evaluation that includes an assessment of their preparation in the areas of the program outcomes. In addition to this, the industry/business employers are asked to evaluate the students in these areas.
- *Surveys of Academic Department Advisory Boards and Alumni, Employers, and Senior Project Evaluation*.

The proposed project will utilize this existing assessment and process improvement structure. In addition, an assessment conducted by specialists of the Voinovich School of Leadership and Public Affairs will be used to evaluate student learning as well as increase the capacity of the Russ College to provide relevant and high quality internship experiences; and to increase the number of internships and co-ops, especially during non-summer semesters.

5. How will work-based learning opportunities be integrated into students' academic programs to bridge to their career goals?

As previously noted, integration of work-based student experiences occurs with the feedback, guidance, and mentorship of faculty advisors, cooperative education coordinators (the designated faculty in each of the seven Russ College engineering departments), and the co-op committee. This is based on a key element: student-centered learning.

Within the context of the OBOR OMIC program, existing undergraduate programs and courses which are relevant to the proposed project include:

ET 1910: Russ College Engineering and Technology Cooperative Education Field Experience I: This course is required of, and limited to, students on approved co-op work assignments. Prior approval is required before a student registers, which permits faculty advisors and designated cooperative education coordinators to monitor student participation and help determine suitability, benefits, and potential outcomes. In addition to continual monitoring of student's progress by the cooperative education coordinator and the student's faculty advisor, participating students are required to submit a final report of their activities. Credit earned is not applicable toward specific degree requirements, but accumulates in the student's academic credit total. This 1.0 semester credit-hour course may be repeated for a maximum of 10 hours. Under the guidance of the cooperative education coordinator and in conjunction with the employer, each student completes a self-evaluation, each employer completes an evaluation of the student participant, and each student writes a detailed report of the co-op experience.

ET 1500: Russ College Engineering and Technology Career Orientation: This course introduces students to important theories, concepts, and skills related to conducting an effective career search for co-op, internship, and full-time positions. In this course, career-related issues are discussed, and students complete assignments that relate to the main course topics which include internships and co-ops, career placement, selectivity, online tools, networking, resources, resumes, interviewing, can career fairs. A new requirement for the Class of 2016 or later, all freshmen and sophomores must register for this 0.5 semester credit-hour class which is offered during fall and spring semesters, and taught by the Russ College Director of Professional Experiences. This course, which originated in fall, 2012 during the transition from academic quarters to semesters, is required for graduation.

SUSTAINABILITY

1. What is your financial plan and budget to support the program beyond the grant period?

Because the proposed project is limited in its scope and is scaled to be manageable, effective, and successful, and because processes, personnel, and resources are already in place to support and advance internships and co-ops for OHIO undergraduate students in the Russ College of Engineering and Technology, it is reasonable to expect sustainability beyond the support of the OBOR OMIC program. The proposed project budget resources that will be used to increase the effectiveness of the Russ College internship/co-op program are, for the most part, resources that could be supported in the future using external funding from industry or private sources. (Please refer to the Budget and Budget Narrative sections of this proposal.)

Project personnel funded by OBOR OMIC will used to primarily administer reporting requirements and modify or adapt internship/co-op support processes associated with the proposed OMIC project. It is anticipated that a considerable focus will be on the set-up of the project monitoring and reporting systems which will take significant effort to establish. After the period of performance of the OMIC project, these processes and practices should be well established and implemented so that any tasks could be passed on to the existing administrative associate assigned to the internship/co-op program.

Assessment and evaluation tasks funded by OBOR OMIC are one-time expenses which will not continue beyond the period of performance of the OMIC project. If in the future we discover something interesting that should be assessed or evaluated further, we can seek external public and private sources for funding.

Student stipends funded by OBOR OMIC are designed to be used as an incentive to increase participation in undergraduate internships/co-ops, especially during the academic (non-summer) term. We aim to build a culture where participation in internships/co-ops is the standard rather than the exception for a larger majority of undergraduate students. We believe that after two years of incentivized support from OBOR OMIC, this culture can be established and instilled to the point where the incentive is no longer required. A similar incentive has met with some success, as currently OHIO's Russ College is providing undergraduate student summer scholarships with financial support from the Russ Endowment (which is aligned with the Russ College). Starting this year, OHIO is transitioning to a responsibility centered management accounting system where revenue generated through courses will remain in the college instead of being distributed to a central pool. Because of this change, undergraduate student incentives will no longer require support from the Russ Endowment.

Financial projections for 3 to 5 years would be consistent with the portion of the proposed project budget dedicated toward undergraduate student scholarships/stipends at $34K per year, and consistent with other Russ College internship/co-op program resources being provided by OHIO for current operations and practices.

2. What program assessment actions will be taken to improve and grow learning outcomes for students, business participation, and overall program success?

The proposed project will utilize the existing assessment and improvement structure at the Russ College of Engineering and Technology at OHIO as described throughout this proposal. In summary, the goals of this project are to increase the capacity of the Russ College to provide relevant and high quality internship experiences; and to increase the number of internships and co-ops, especially during non-summer semesters. Data is collected within the framework of undergraduate student-based classroom learning using a feedback process with multiple perspective points which include students, faculty, staff, and businesses. This student-centric approach involves multiple materials and processes such as written and verbal evaluations between students and employers, written assessments and reporting by undergraduate students following internships/co-ops, formal and informal communication between students and faculty advisors, internship program summative and formative assessment among the co-op committee and department co-op advisors, and academic course evaluations.

An assessment conducted by organizational program evaluation specialists of the Voinovich School of Leadership and Public Affairs at OHIO will be used to assess the internship program, identify areas for improvement, and increase opportunities to improve student participation. Plans for the assessment include brief review of current internship/co-op practices both within the internship program and with employers, a survey of undergraduate students within the Russ College, and a brief report with results. The assessment will be conducted by professional staff in conjunction with assistance from public policy students; the assessment will be led by experts in research methodology for qualitative, quantitative, and mixed methods program evaluation. The use of student personnel in conducting the assessment offers multiple benefits to include increased accuracy and participation through peer-to-peer assessment and development of the capacity and experience of students in conducting assessments within the framework of a multi-disciplinary collaboration. This assessment information will be used to adjust or modify Russ college practices to improve internships/co-ops and to achieve the goals of this project, and could also provide public policy learning outcomes for the assessment team participants from the Voinovich School. In addition to this formal assessment, continuous improvement practices which are currently in place will be used to collect feedback, consider issues, and implement change as needed.

3. What are the plans to support the program through infrastructure, advising and data management?

The design and planned implementation of the proposed project takes into consideration multiple factors for project success. The project scope allows for key factors needed to implement a project that is efficient and manageable with allocated resources; which utilizes state funding responsibly and in compliance with Board of Regents guidelines, terms, and conditions; and that is responsive and not burdensome to students and industry partners. Many of these factors were incorporated into programs plans based upon the feedback of industry partners who had participated in similar past programs.

The project will be based within the Russ College of Engineering and Technology at OHIO under the oversight of the Associate Dean for Academics and the Director of Professional Experiences. A graduate student will be dedicated to the project and will perform administrative tasks for the collection, management, and reporting of data and metrics. This will include data generated within the framework of undergraduate student-based classroom learning and internships/co-ops with industry partners (as noted in item 4 in the *Relevancy* section of this proposal). Data will include multiple materials and processes such as written and verbal evaluations between students and employers, written assessments and reporting by undergraduate students following internships/co-ops, formal and informal communication between students and faculty advisors, internship program summative and formative assessment among the co-op committee and department co-op advisors, and academic course evaluations.

As noted in item 2 in the *Relevancy* section of this proposal, the integration of student internship and co-op experiences occurs with the feedback, guidance, and mentorship of faculty advisors, cooperative education coordinators (who are designated faculty in each of the seven Russ College engineering departments to include Aviation, Chemical & Biomolecular Engineering, Civil Engineering, Engineering Technology & Management, Electrical Engineering & Computer Science, Industrial & Systems Engineering, and Mechanical Engineering), and a co-op committee (consisting of the Russ College Associate Dean for Academics, Director of Professional Experiences, Student Services Administrative Coordinator, and the cooperative education coordinators from each department). The proposed project will utilize the existing structure and processes already in place at the Russ College for internships and co-ops; we are not proposing to build a new program but instead we propose to enhance and expand an existing program through increased student participation. The proposed project will utilize this existing structure to ensure the coordination and connectivity between academic coursework, professional experiences, and internship/co-op activities.

4. How will the institution develop and sustain its faculty engagement? (500 words) Describe and provide examples of training and faculty support.

Faculty in OHIO's Russ College of Engineering and Technology are already fully engaged in undergraduate student success through teaching, advising, and research work. Russ College faculty are active participants in undergraduate student internships and co-ops in their role as professors, mentors, and academic advisors. This supports OHIO's goal of striving to be the best student-centered, transformative learning community in America, where students realize their promise, faculty advance knowledge, staff achieve excellence, and alumni become global leaders; it also supports OHIO's core values to include:

- *Advising, mentoring, personal interaction, and active engagement among faculty, staff, students, and alumni greatly enhance the educational experience; and*
- *Learning is derived from the totality of the college experience, including activities both inside and outside the classroom.*

As noted item 2 in the *Relevancy* section of this proposal, the integration of student internship and co-op experiences with academic activities occurs with the feedback, guidance, and mentorship of these faculty advisors, along with cooperative education coordinators (who are designated faculty in each of the seven Russ College engineering departments to include Aviation, Chemical & Biomolecular Engineering, Civil Engineering, Engineering Technology & Management, Electrical Engineering & Computer Science, Industrial & Systems Engineering, and Mechanical Engineering), and a co-op committee (consisting of the Russ College Associate Dean for Academics, Director of Professional Experiences, Student Services Administrative Coordinator, and the cooperative education coordinators from each department). This institutional structure is in place and is currently functioning within the Russ College.

Each undergraduate student in OHIO's Russ College has a faculty member as an advisor, and each student must meet his/her advisor at least once each semester for academic advising. In addition to course selection during academic advising, the student and his/her advisor discuss career goals. As part of this process, each advisor should be having discussions about the student's participation in the internship/co-op as an option to gain practical experience before graduation. As part of the assessment component of the proposed project, we will examine these advisor/student discussions to determine areas for improvement and to increase the number of students participating in internships/co-ops.

In addition to academic advisors, each academic department in the Russ College has a faculty member that is designated as the cooperative education coordinator who works with students participating in internship/co-op assignments. In addition to helping students navigate there course selection, these special advisors help students make the connection between their work and academic experiences. As part of this OBOR OMIC project we will examine the current workload on these advisors and determine if additional cooperative education coordinators will be required when undergraduate student participation in internships/co-ops increases, and if/how cooperative education coordinators are going to be trained when undergraduate student participation in internships/co-ops increases.

5. How will the institution develop and sustain its capacities in job development, and business participation?

In order to increase the participation of OHIO's Russ College of Engineering and Technology students in internships and co-ops, it is understood that the quantity of industry partners will expand. As part of the implementation of the proposed project, we aim to lean the best way of expanding student participation through two primary means: the program assessment and direct feedback from industry partners. By keeping the proposed program within a defined scope of moderate scale, the project team will be able to gather, examine, and evaluate data which can indicate areas for improvement in student internships and co-ops. This is an important component of the proposed project: the utilization of Ohio Board of Regents Ohio Means Internships and Co-ops funding to move from informal and often anecdotal notions of internship/co-op successes and areas for improvement, to the collection and analysis of data to make informed tactical and strategic decisions.

The use of assessment and data-based decision-making processes is designed to improve the overall internship/co-op experience for undergraduate students in OHIO's Russ College—students who will advance to become scientists and engineers after their academic graduation. This should benefit multiple areas and processes of the internship/co-op structure, such as student participation during academic terms and during summer semesters and breaks; the types and quantity of industry partners who participate in internships and co-ops; the role of outreach to industry partners both within Ohio, the surrounding Appalachian region, and beyond; and the linkage between job development within the Appalachian region and providing emerging businesses with interns who are knowledgeable and skilled in science, engineering, and technology.

BUDGET NARRATIVE

OHIO requests $170,032 in funding from the Ohio Board of Regents OMIC program in order to conduct the activities outlined in this proposal and the RFP. A detailed breakdown of the project budget is provided in the first appendix to this proposal, as well as the accompanying excel file (per the requirements listed in the RFP). The request for funding consists of the following budget categories:

Personnel

Salary and fringe benefit support is requested for graduate and undergraduate student support dedicated to the project (base salary of $20,000 and $12,000 per year, respectively). These students will report directly to the Associate Dean for Academics and the Director of Professional Experiences in the Russ College of Engineering & Technology at OHIO. The graduate student will be from the academic discipline of College Student Personnel and will be the primary lead in gathering data for the management and reporting of project activities. Undergraduate student support will be utilized for technical support tasks associated with the proposed project. Fringe benefits include workers compensation calculated at the rate 0.739%.

Purchased Services

An organizational assessment and evaluation of the current internship program structure at OHIO's Russ College will be conducted by organizational program evaluation specialists of the Voinovich School of Leadership and Public Affairs at OHIO. This activity will be used to assess the existing internship program, identify areas for improvement, and increase opportunities to improve student participation within the framework of the project aims and objectives. Funding for this activity is $30,000 total.

Student Stipends

$68,000 or approximately 40% of the project budget will be dedicated toward stipends for any Russ College undergraduate students as an incentive for their participation in any internships and co-ops.

Indirect Costs

Indirect costs on the modified total direct cost base (which excludes student stipends) are calculated at the rate of 8% as specified in the OBOR OMIC RFP guidelines.

Matching Funds

Matching funds are provided by private industry partners as noted in the appendices to this proposal. These industry partners are JobsOhio key industry businesses with operations in Ohio that intend to provide students with co-ops and/or internships in Ohio locations. As required in the OMIC RFP, the match commitment of private (non-public) funds is equal to at least 100% for undergraduate students.

Note that OHIO is participating in more than one application, but as lead applicant only for this proposed project. If multiple grants are awarded, OHIO's participation will be successfully managed and the capability to achieve the goals of respective projects will not be diminished.

APPENDIX A BUDGET

Activity	Total	Regents Funds	Business Funds*	Applicant Funds	Education Partner Funds	Name of Education Partners	Other Partner Funds	Name of Other Partners
Personnel	64474	64474	0	0	0		0	
Supplies	0		0	0	0		0	
Purchased Services	30000	30000	0	0	0		0	
Travel	0		0	0	0		0	
Scholarships	0		0	0	0		0	
Employer Salaries	0		0	0	0		0	
Other Employer Contributions	170032		170032	0	0		0	
Other: Student Stipends	68000	68000	0	0	0		0	
Subtotal	332506	162474	170032	0	0		0	
Indirect Costs 8% or less	7558	7558	0	0	0		0	
TOTAL	340064	170032	170032	0	0		0	

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

APPENDIX B BUSINESS PARTNERS SNAPSHOT

Employer Name	Total Intern & Co-op Wages	# of Intern Positions	# of Co-op Positions	Amount of Other Employer Contributions
Cornerstone Research Group	$20,000	2	0	0
FirstEnergy Corp.	$21,000	2	0	0
General Mills	$18,000	2	0	0
Hyland Software	$41,232	5	0	0
Miba Bearings US	$18,000	3	0	0
The O'Gara Group Sensor Systems Division	$20,000	2	0	0
Tata Consultancy Services Limited	$16,800	2	0	0
Toledo Molding & Die Inc.	$15,000	2	0	0
8	**$170,032**	**20**	**0**	**0**

APPENDIX C LETTERS OF COMMITMENT FROM ALL BUSINESS AND OTHER PARTNERS

- Cornerstone Research Group
- FirstEnergy Corp.
- General Mills
- Hyland Software
- Miba Bearings US
- The O'Gara Group Sensor Systems Division
- Tata Consultancy Services Limited
- Toledo Molding & Die Inc.

CRG | GO BEYOND
CORNERSTONE RESEARCH GROUP, INC.

2750 Indian Ripple Road, Dayton, OH 45440
937-320-1877 | 937-320-1886 (fax)
WWW.CRGRP.COM

November 7, 2013

Chancellor Carey
Ohio Means Internships & Co-ops Review Committee Members
Ohio Board of Regents
University System of Ohio
25 South Front Street
Columbus OH 43215

Dear Chancellor Carey and Review Committee Members:

Cornerstone Research Group, Incorporated is pleased to support Ohio University's proposal to the Ohio Board of Regents for the Ohio Means Internships and Co-ops (OMIC) program. Cornerstone Research Group, Incorporated is interested is providing internships and/or co-ops to Ohio University Russ College of Engineering and Technology undergraduate students. We anticipate being able to support up to two students per year through co-ops or internships during the project time period. The value of this support would be approximately $20,000.00 per year.

Please note that Cornerstone Research Group, Incorporated reserves the right to increase or decrease the number of students and compensation depending on industry demand, market conditions, and our employment needs.

We look forward to working with Ohio University and the success of the OMIC program.

Sincerely,

Jeffrey E. Bennett
Director of Operations
Phone: 937-320-1877 ext. 1182
Email: bennettje@crgrp.com

JEB:pac

November 5, 2013

Chancellor Carey
Ohio Means Internships & Co-ops Review Committee Members
Ohio Board of Regents
University System of Ohio
25 South Front Street
Columbus OH 43215

Dear Chancellor Carey and Review Committee Members:

FirstEnergy Corp. is pleased to support Ohio University's proposal to the Ohio Board of Regents for the Ohio Means Internships and Co-ops (OMIC) program. FirstEnergy is interested is providing internships and/or co-ops to Ohio University Russ College of Engineering and Technology undergraduate students. We anticipate being able to support up to 2 students per year through co-ops or internships during the project time period. The value of this support would be approximately $ 45,000 per year.

Please note that FirstEnergy reserves the right to increase or decrease the number of students and compensation depending on industry demand, market conditions, and our employment needs.

We look forward to working with Ohio University and the success of the OMIC program.

Sincerely,

Tonya L. Horn

Tonya L. Horn
Human Resources, College Recruiting Program Lead

11/7/2013

Chancellor Carey
Ohio Means Internships & Co-ops Review Committee Members
Ohio Board of Regents
University System of Ohio
25 South Front Street
Columbus OH 43215

Dear Chancellor Carey and Review Committee Members:

General Mills is pleased to support Ohio University's proposal to the Ohio Board of Regents for the Ohio Means Internships and Co-ops (OMIC) program. *General Mills* is interested in providing internships and/or co-ops to Ohio University Russ College of Engineering and Technology undergraduate students. We anticipate being able to support up to _3__ students per year through co-ops or internships during the project time period. The value of this support would be approximately $__27,000___ per year.

Please note that *General Mills* reserves the right to increase or decrease the number of students and compensation depending on industry demand, market conditions, and our employment needs.

We look forward to working with Ohio University and the success of the OMIC program.

Sincerely,

Ray Anderson, AHRM
General Mills, Inc
2403 S. Pennsylvania Ave.
Wellston, OH 45692
Work: (740)286-9214

HYLAND
SOFTWARE

November 7th 2013
Chancellor Carey
Ohio Means Internships & Co-ops Review Committee Members
Ohio Board of Regents
University System of Ohio
25 South Front Street
Columbus OH 43215

Dear Chancellor Carey and Review Committee Members:

Hyland Software is pleased to support Ohio University's proposal to the Ohio Board of Regents for the Ohio Means Internships and Co-ops (OMIC) program. Hyland Software is interested in providing internships and/or co-ops to Ohio University Russ College of Engineering and Technology undergraduate students. We anticipate being able to support up to 10 students per year through co-ops or internships during the project time period. The value of this support would be approximately $76,800 per year.

Please note that Hyland Software reserves the right to increase or decrease the number of students and compensation depending on industry demand, market conditions, and our employment needs.

We look forward to working with Ohio University and the success of the OMIC program.

Sincerely,

Caitlin Nowlin

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

Hyland Software, Inc.
28500 Clemens Road Westlake, Ohio 44145 Phone: 440.788.5000 Fax: 440.788.5100
Hyland.com

Miba Bearings US LLC

November 1, 2013

Chancellor Carey
Ohio Means Internships & Co-ops Review Committee Members
Ohio Board of Regents
University System of Ohio
25 South Front Street
Columbus OH 43215

Dear Chancellor Carey and Review Committee Members:

Miba Bearings US, LLC is pleased to support Ohio University's proposal to the Ohio Board of Regents for the Ohio Means Internships and Co-ops (OMIC) program. Miba Bearings is interested is providing internships and/or co-ops to Ohio University Russ College of Engineering and Technology undergraduate students. We anticipate being able to support 1- 5 students per year through co-ops or internships during the project time period. The value of this support could reach up to approximately $30,000 per year.

Through the Ohio University Co-op program, we hope to develop a strong relationship that we can rely on when recruiting new employees as we grow. We wish to develop a relationship where future employees can experience what it means to be a part of our work community, and cultivating interest and understanding in our company. We maintain a strong focus especially on the Engineering department, looking for tomorrows next generation for our growing future.

Please note that Miba Bearings US, LLC reserves the right to increase or decrease the number of students and compensation depending on industry demand, market conditions, project availability, and our employment needs.

We look forward to working with Ohio University and the success of the OMIC program.

Sincerely,

Alicia Snider

Alicia Snider
Human Capital Operations Manager
Miba Bearings US, LLC

Miba Bearings US LLC 5037 North State Route 60, McConnelsville, OH 43756 USA
Phone: 740-962-4242 • Fax: 740-962-5399
www.miba-us.com

STS Sensor Technology Systems An O'Gara Company

11 November 2013

Chancellor Carey
Ohio Means Internships & Co-ops Review Committee Members
Ohio Board of Regents
University System of Ohio
25 South Front Street
Columbus OH 43215

Dear Chancellor Carey and Review Committee Members:

Sensor Technology Systems, Inc. (STS) is pleased to support Ohio University's proposal to the Ohio Board of Regents for the Ohio Means Internships and Co-ops (OMIC) program. STS has a history of providing internship and/or co-op opportunities for engineering students, and we are interested in supporting Ohio University Russ College of Engineering and Technology undergraduate students via these opportunities. We anticipate being able to support up to two students per year through co-ops or internships during the project time period. The value of this support would be approximately $10,000 per student, or $20,000 per year.

Please note that STS reserves the right to increase or decrease the number of students and compensation depending on industry demand, market conditions, and our employment needs.

We look forward to working with Ohio University and the success of the OMIC program.

Sincerely,

Alan M. Page
President, O'Gara Sensor Systems Division

2794 Indian Ripple Road - Beavercreek, OH 45440 - PH: 937-426-2341 - FAX: 937-426-4820 - www.sts-eo.com

TATA

TATA CONSULTANCY SERVICES

November 1, 2013

Chancellor Carey
Ohio Means Internships & Co-ops Review Committee Members
Ohio Board of Regents
University System of Ohio
25 South Front Street
Columbus OH 43215

Dear Chancellor Carey and Review Committee Members:

Tata Consultancy Services is pleased to support Ohio University's proposal to the Ohio Board of Regents for the Ohio Means Internships and Co-ops (OMIC) program. Tata Consultancy Services is interested in providing internships and/or co-ops to Ohio University Russ College of Engineering and Technology undergraduate students. We anticipate being able to support up to 3 students per year through co-ops or internships during the project time period. The value of this support would be approximately $25,200 per year.

Please note that Tata Consultancy Services reserves the right to increase or decrease the number of students and compensation depending on industry demand, market conditions, and our employment needs.

We look forward to working with Ohio University and the success of the OMIC program.

Sincerely,

Michaela Barbour, Campus Recruiter
Tata Consultancy Services
1000 Summit Drive
Milford, OH 45150
P: 513-677-7310
Michaela.barbour@tcs.com

Toledo Molding & Die, Inc.

Tiffin Plant

Tiffin Plant
1441 North Maule Road
Tiffin, Ohio 44883
Phone: 419.443.9031
Fax: 419.443.9032

October 24, 2013

Chancellor Carey
Ohio Means Internships & Co-ops Review Committee Members
Ohio Board of Regents
University System of Ohio
25 South Front Street
Columbus OH 43215

Dear Chancellor Carey and Review Committee Members:

Toledo Molding & Die Inc. is pleased to support Ohio University's proposal to the Ohio Board of Regents for the Ohio Means Internships and Co-ops (OMIC) program. *Toledo Molding & Die Inc.* is interested is providing internships and/or co-ops to Ohio University Russ College of Engineering and Technology undergraduate students. We anticipate being able to support up to _2 - 4__ students per year through co-ops or internships during the project time period. The value of **this support would be approximately $_7,500_ per year per student.**

Please note that *Toledo Molding & Die Inc.* reserves the right to increase or decrease the number of students and compensation depending on industry demand, market conditions, and our employment needs.

We look forward to working with Ohio University and the success of the OMIC program.

Sincerely,

Carl Pastorella
Human Resource Manager

APPENDIX D ADDITIONAL ITEMS

OHIO acknowledges and will make available at a later date, as applicable, highly relevant and brief items recommended for inclusion in this proposal section as outlined in the RFP; this information is omitted here intentionally and will be gathered and generated contingent upon the results of the assessment and evaluation activities outlined in this proposal. Based upon the recommended samples outlined in the RFP, this information is related to program recruitment, orientation, training, program policies and procedures, performance management/evaluation system, feedback loop, organizational chart, professional development and company/community culture activities.