

Engaging with the world beyond our campuses...

THE COLLEGE OF CONTINUING STUDIES

Professional Development and Outreach Programs

The College of Continuing Studies (CCS) handles the myriad administrative and managerial tasks associated with new program development so that you can focus your full attention on curriculum and instruction. We'll provide the professional services that make it possible for you to design and deliver innovative learning opportunities – *with limitless possibilities.*

CCS Professional Services:

➔ **Financial Management**

- Account Management
- Quality Control and Compliance
- Payroll
- Government Reporting
- Registration
- Accounts Payable and Receivable

➔ **Marketing ▲ Promotion ▲ Public Relations**

- Relationship Management
- Design Services
- Copywriting
- Audience Identification
- Market Research
- Regional Development
- Serve as Liaison with External Groups
- Customer Service

➔ **Project Management**

- Accelerate the Dissemination of Applied Research
- Cultivate New Audiences
- Assessment and Evaluation
- Catalyst for Program Development
- Individualized Consultations
- Programs and Process Review
- Assessment and Evaluation
- Creative Problem Solving

➔ **Grants**

- Financial Reporting
- Researching Potential Funders
- Proposal Development and Writing
- Administrative and Financial Management

➔ **New Initiatives**

- Broker Degree Programs
- University-wide Rapid Response Team
to Capitalize On Time-Sensitive Opportunities

And, we can provide financial support for the development of new outreach program areas.

For more information on how the College of Continuing Studies can assist with your outreach program initiatives, call 330-672-3237.