



*What are we doing to help students come and complete at the College?*

*What are we doing to help employees come and stay at the College?*



## **President's Bi-Weekly Report**

For period March 31, 2025 to April 11, 2025

*\*\* Next Report is due Friday, April 25, 2025 "Pay Day"*

## Strategic Projects for 2024-2025 Academic Year

In identifying the strategic projects for their departments, supervisors need to address at least one of the two **SMART** (Specific, Measurable, Achievable, Relevant, and Time-based) strategies shown below in alignment with the strategic plan and its key performance indicators (KPI's) to fulfill the College mission of student access and success, and align the human, fiscal, and physical (facilities, IT) resources. The two strategies are:

1. What are we doing to help students come and complete at the College?
2. What are we doing to help employees come and stay at the College?

### ACADEMIC AND STUDENT SERVICES

#### 01\_ Admissions & Enrollment Management

Increasing general applications by 3% with strategic recruitment of HS students, adult students, and a foci on the matriculation of CCP students to general application. This will also include a 1% increase in minoritized applications. Work to Increase yield rate from application to enrolled by 2% working closely with the academic liaison's providing exceptional customer service.

- Increase yield rate from application to enrolled by 2% by working closely with academic liaisons
- Increase general applications by 3% with strategic recruitment of HS students, adult students, and with a focus of matriculation of CCP student to general application. This will include an increase of 15 applications from minority students.
- Provide exceptional customer service to prospective students and current students implementing a response period of 48 hours.

#### Activities

- ✚ *Continued scheduling of advising appointments for summer and fall 2025*
- ✚ *Kehoe Open House is complete and was successful*
- ✚ *Sent out communications to current CCP senior students inviting them to events to speak to them about how their credits earned will get them closer to completing a program.*
- ✚ *Continuation of High School Visits/CTE lab visits*
- ✚ *Continued work on adult learner ATD strategic enrollment plan for adult learner*
- ✚ *Admission representatives had 35 in-person/online admission appointments*
- ✚ *We have 80 completed and returned TFS scholarship offers for fall 2025 so far, the deadline to return offers is 6/29/2025. We did a second push for TFS communications to CCP students.*
- ✚ *Focused on calling CCP seniors for fall semester 2025*
- ✚ *Prepared for counselor meeting on 4.11.2025*

#### 02\_ Engineering Technology, Business, and Criminal Justice (EBC) Division

Increase enrollment by 1%, retention by 1%, and class size by 1%

#### Business:

- ✚ *ACBSP interim report accepted for continuing accreditation. Congratulations! Discussion exploring possible bachelor's degree program with AI focus*

*Preparing for Ontario High School cohort in Fall 2025*

**Engineering Technology/BASMET:**

- ✚ Continuing program assessment to align with ABET accreditation requirements.
- ✚ Awaiting final status of ABET accreditation in late Spring.
- ✚ Faculty attended ABET conference.
- ✚ Vacuum System assembly in progress.
- ✚ Smart Manufacturing Enterprise System expansion components delivered 3/28 autonomous carts are on backorder.
- ✚ New IST Lab Technician, David Wright started 3/11/2025
- ✚ IST lab techs revising EMMT 2300 NEC course to 2023 standard
- ✚ ODHE sought Controlling Board approval at 3/24 meeting for IST Lab PLC trainers
- ✚ Competitive quotes for PLC trainers. Considering Rockwell/AB trainers using Rockwell educational software.
- ✚ NCSC can request the Controlling Board release the purchase order for PLC trainers after ODHE sends approval letters.
- ✚ Retrofitting current VFD trainers with operating funds and evaluating need for additional trainers.
- ✚ Gathering potential candidates' interest for advisory board to evaluate Manufacturing Program offerings and course outcomes using OMA competencies study.
- ✚ The engineering project courses are benefiting from reorganized and cleaned project assembly areas and engineering project materials storeroom.
- ✚ Annual PVC car race at Mid-Ohio scheduled for April 30 at 5PM.

**Criminal Justice/Police Academy:**

- ✚ Spring 2025 Academy began on February 24, 2025
- ✚ Nine candidates referred from local law enforcement agencies.
- ✚ Scheduled PT testing for Fall Cohort.
- ✚ Onboarding Coordinator of RICI programing Michael Fuddy.
- ✚ Michael brings 30+ years of corrections experience with adult and juvenile populations.
- ✚ Evaluated Department of Youth Services training for CJ course credit.

- ✚ **Ohio Semi-Conductor Network** and OACC wrapping up Intel grant activities and campus implementation of curriculum through SkillsCommon CoLab Plans.
  - **Timeline of Activities**

<b>Activity Description</b>	<b>Expected Date of Completion</b>	<b>Person Responsible</b>
<i>Establish an inter-department taskforce for the Semiconductor Network Initiative</i>	<i>March 20, 2025</i>	<i>Chief Academic Officer</i>

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<i>Monthly team meetings of Semiconductor Network Initiative at CCC taskforce</i>	<i>Sept 30, 2025</i>	<i>Campus coordinator</i>
<i>Webinar about Open Educational Resources related to semiconductor programs</i>	<i>April 15, 2025</i>	<i>Campus coordinator</i>
<i>Schedule and conduct professional development for faculty and staff on PLC, Robotics, and Smart Manufacturing system</i>	<i>August 1, 2025</i>	<i>Campus Coordinator</i>
<i>Build out content in semiconductor courses</i>	<i>August 1, 2025</i>	<i>Campus Coordinator</i>
<i>Review Manufacturing and Engineering Curriculum for wider adoption of Intro to Manufacturing course</i>	<i>August 1, 2025</i>	<i>Campus Coordinator</i>
<i>Progress report to OACC and CAO</i>	<i>June 1, 2025</i>	<i>Campus Coordinator</i>
<i>Revise Your CC outreach materials for distribution to high school counselors and at Your CC recruitment events (all types)</i>	<i>June 15, 2025</i>	<i>Outreach Director</i>
<i>Conduct outreach and recruitment sessions (face-to-face and virtually) on Intro to Manufacturing course</i>	<i>August 30, 2025</i>	<i>Outreach Director &amp; Campus coordinator</i>
<i>Final report to OACC and your CC's CAO</i>	<i>September 10, 2025</i>	<i>Campus Coordinator</i>

- ✚ **DOL Strengthening Community Colleges** initial partner meeting on 3/17.
  - **North Shore Manufacturing Workforce Partnership**

- *Contingent on Continuing Federal funding of DOL projects.*
- *Contract target date is April 1. Awaiting final draft.*
- *First organizing Meetings April 7, 14, 16.*
- *Facilitated by the Ohio Technical Skills Innovation Network (Ohio TechNet), five Northeast and Northwest Ohio community colleges have partnered with state and regional industry leaders to drive innovations designed to meet manufacturing workforce needs, supported by a \$5.7M investment from the US Department of Labor Strengthening Community Colleges initiative. Each institution is allocated \$550,000.*
- *The North Shore Manufacturing Workforce Partnership focuses on increasing enrollment in and completion of in-demand engineering technician career programs. It emphasizes hands-on, work-based learning and will create processes that can be replicated across Ohio.*
- *This regional initiative will test innovative strategies to increase efficiency through collaboration. Partners will:*
  - ✚ *Scale on-the-job/earn-and-learn partnerships by testing ways to increase new models for how educators and industry sector partnerships work together to launch, grow and sustain these models.*
  - ✚ *Align programs to industry demand and facilitate employer engagement and student support, serving 875 participants over four years.*
  - ✚ *Scale credit for prior learning and work experience in manufacturing technician-certificate and associate degree pathways, informed by the Ohio Manufacturing Competency Model.*
- ✚ **Other Division News**
  - *OSU Mansfield Upward Bound students visiting on July 2.*
  - **Noncredit-to-Credit:** *Investigating potential of Industrial Technology certificate and coursework to align with industry recognized credentials and credit for prior learning. Reevaluating PLA Policy and procedures.*
  - *Continuing evaluation and optimization of Kehoe Center space use and organization.*

### 03\_ Health Sciences Division

Enrollment goal: Program application numbers, received by May 1, 2025, will increase by 19% overall, and increase enrollment by 100% in Bioscience and PHTA programs, and increase enrollment in Respiratory Care by 17%.

Retention goal: Student course completion rates, in key first year courses, will increase by 5% overall.

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 <b>Spring Courses Retention Goals</b>	# day 12	current	% of retention
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Course	Spring 2024%	% goal for 2025	1/28/2025	04/11/2025	
BIOL-1550	97%	97%	91	91	100%
BIOL-1730	88%	90%	32	32	100%
BIOL-2752	80%	85%	135	122	90.4%
PHTA-1090	NA	88%	Session A	3	100%
PHTA-1110	NA	88%	3	3	100%
PNUR-2012	100%	95%	Session A	26	100%
PNUR-2032	100%	95%	25	25	100%
RADS-1260	94%	95%	21	21	100%
RESP-1220	94%	94%	16	16	100%
RNUR-1050	89%	92%	79	77	97.5%

Enrollment goal: Program application numbers, received by May 1, 2025, will increase by 19% overall.

✚ Two programs (Radiology and Physical Therapy Assistant) have already met their April 1<sup>st</sup> goals. Last year at this time, our total apps totaled 162 and we currently have 193 applications. This is a 16.1 % increase in applications submitted to date.

HS Enrollment Goals						
HS Program	Max #	Applications submitted	2025 % total and # of apps= goal			to date % of max #
			3/1/2024	4/1/2025 Goal %	Goal #	
LPN/RN ART	32	18	75% of max	24	29	90.6%
BSN	FT 15	0	53%	8	5	33%
RN	88	47	70%	61	70	79.5%
PN- PM/SU	32	24	95%	30	32	100%
PN- Trad/FA	24	4	50%	12	8	33.3%
PTA	20	NA	50%	10	9	45%
RADS	22	22	100%	22	52	100% +

RESP	24	6	55%	13	11	45.8%
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#### 04\_ Liberal Arts Division

Increase Liberal Arts program recruitment events to two per semester.

- ✚ *Continued to work with admissions to further the goals of the ATD Adult Learner Grant.*
- ✚ *Continued to examine the results of the data collected from the FYEX course.*
- ✚ *Continued to work on the Summer and Fall schedules and staffing.*

#### 05\_ Title III

Work with academic programs to identify discipline-specific professional development and OER opportunities, finalize 8-week course investigations in remaining programs, and continue to report out grant metrics to enhance student and faculty success. Increase number of courses with OER and 8-Week terms.

- ✚ *The year 2 annual performance report was successfully submitted to the Department of Education (DoE) on April 1<sup>st</sup>.*
  - *A special thank you to the IR and finance folks for helping to collect the needed information in a timely manner!*
- ✚ *We are looking to jumpstart the grant-supported replacement and eventual expansion of the college's laptop loaner program.*
  - *This was scheduled to start in the coming year of the grant (October 2025), but some excess equipment funds in our current budget have allowed us to start early.*
  - *Requisition has been submitted for 16 new laptops to be added into circulation.*
- ✚ *The summer project program was discussed at the April faculty division meeting in Health Sciences.*
  - *Jason has received several emails from faculty asking for prospective projects.*
  - *Reminder that the project application is due to Jason by **April 18<sup>th</sup>**.*
- ✚ *Dr. Trish came by the Learning Glass studio to get some hands-on experience with the technology.*
  - *If folks are interested in getting some practice with recording and editing videos in the studio, just let Jason know.*
- ✚ **Equity & Access Coordinator engagement:**
  - *1:1 Support sessions: 15*                      *Faculty sessions: 5*
  - *Student Groups: 00*
  - *Events/Workshops held: Academic Integrity & Avoiding Plagiarism Seminar - 2*
- ✚ **Technology Success Coach engagement:**
  - *Workshops Held:      In-Person: 0      Zoom: 0      Video Hits: 9*
  - *Student Support:      Email: 0      Phone: 1      In-Person: 0*
  - *Faculty Support:      Email: 2      Phone: 0      In-Person: 0*
  - *Staff Support:      Email: 4      Phone: 0      In-Person: 1*

## 06\_ Registrar (Student Records)

Review catalogs and course descriptions of our top 4-year partner schools to increase number of degrees & certificates awarded to former NCSC students through the Credit When It's Due program.

- ✦ *Graduation Degree audit reviews are nearing completion*
- ✦ *ME.BAS students will be reviewed for possible ME.AAS awarding, development of future plans to capture these students underway*
- ✦ *Midterm reminders have been sent to faculty*

## 07\_ Student Support Services (Student Success Center and Retention Services)

Increase retention rate of TRIO SSS participants to 69% through intentional engagement and sustained services provided during the reporting year.

- ✦ *Total TRIO students enrolled Spring 2025: 75*
- ✦ *Number of referrals to TRIO via Aviso Engage since start of term = 41*
- ✦ *Tuesdays with Tickhill – 9 students in attendance during reporting period*
- ✦ *Anticipating 27 TRIO graduates!*

By the end of each week, all Tier 2 & Tier 3 tutors will individually contact at least three students enrolled in their embedded or primary courses through email, phone, or Canvas messaging.

- ✦ *For the time period of 3/23 to 4/05: Visits = 48; Hours = 56.36; Unique students = 37*
- ✦ *Number of referrals to Tutoring via Aviso Engage since start of term = 46*
- ✦ *Upcoming event: "Chill Out It's Only Finals"*
- ✦ *Spring 2025 tutor schedule session B available (Click [here](#) for the current schedule)*

Increase student internship opportunities with local businesses by 20% during Fall 2024 and Spring 2025 through a structured outreach and communication campaign.

- ✦ *14 students placed in internships this semester*
- ✦ *41 student appointments completed since start of term*
- ✦ *21 employer contacts this semester*
- ✦ *Events conducted during this two-week reporting period included:*
  - *N/A*

By creating a campus culture of wellness, increase referrals to and utilization of student assistance program (campus counseling) by 10% during Fall 2024 and Spring 2025.

- ✦ *Number of referrals to campus counseling via Aviso since start of spring term = 7*
- ✦ *Updating Wellness & Mental Health webpage to include campus wellness events: <https://ncstatecollege.edu/personal-wellness/>*
- ✦ *Gentle Reminder to THRIVE message created for Week 12 with a focus on building healthy habits: "Put a Little Spring in Your Step"*

Conduct outreach that results in an increase in student visits by 20% to the Office of Specialized Support Services (Disability Office) during Fall 2024 and Spring 2025.

- ✦ *Responded to 0 Alerts/Referrals for the time period of 3/23 to 4/05*
- ✦ *Registered 0 new students for accommodations for the time period of 3/23 to 4/05*

Develop and implement a bi-weekly engagement campaign targeting high-risk students resulting in 20% increased engagement with the Resource Navigator during Fall 2024 and Spring 2025.

- ✚ Number of laptops lent out for spring term = 27 / Number of calculators lent out = 13
- ✚ Number of referrals to Resource Navigator via Aviso since start of spring term = 14
- ✚ Weekend Food Box program resumed on 1/30/25; 41 served since this date

### **08\_College Credit Plus**

Increase CCP enrollment by 2% on headcount; 2% on credit hours

#### *CCP Enrollment Update for SP2025*

- ✚ *SP2025 to date: 1278 students and 8412 credit hours*
- ✚ *Wrapped - B Session registrations*
- ✚ *Continued – Verification/Dissemination of enrollment records and grades reporting with CCP partner schools*

#### *FA2025 Enrollment Update*

- ✚ *FA2025 Applications to Date - 724*
- ✚ *FA2025 Registration – (Week 1 of Registration) Enrolled 125 Students / 1382 Credit Hours*

#### *CCP Recruitment and Academic Advising Activity toward 25-26 cycle*

- ✚ *Nearly wrapped – Annual CCP Information Session meetings at high schools for parents and potential CCP students for 25-26 CCP enrollment*
- ✚ *Completed – April 1 deadline work supporting Nonpublic and Homeschool students/parents to complete their annual CCP Funding Applications (Annual requirement and application through OH | ID Account)*
- ✚ *Continued – Benchmarks for Fall 25 Implementation of Ontario Business Pathway Partnership for Fall 25*
  - *Project: Early College/CCP pathway to be offered at OHS with inaugural cohort of 12 thus far for 25-26. Courses to be offered will be instructed by a combination of NCSC and OHS faculty in conjunction with transfer plan for U of Findlay courses that will fulfill a limited number of courses in the cohort.*
  - *OHS & CCP Application Day held at OHS to in support of approximately 40 OHS students to complete CCP applications and sign up for ACCUPLACER at OHS. B Session launch: Weeks 1-2 focus on access support, encouragement and participation reminders, highlight of student support services and encouragement; We celebrate daily quick wins, along with semesterly enrollment and completion success; discussing challenges, and revising resource allocation.*
- ✚ *Completed – Spring Counselor Meeting (Student Services)*
  - *Counselors joined student and academic services team in Fallerius on Fri. 4/11 for the bi-annual Counselor meeting. (Focus on student service support/year in review of 24-25 and looking ahead to 25-26)*
- ✚ *Continued – CCP Application/Testing/Advising 3-part series of events at high school sites with embedded courses (3 steps in 3 targeted visits over a 7-14 day timeframe)*
  - *South Central HS (CCP Accuplacer proctoring)*

- *Madison Comp. HS (CCP Application day)*
- *Madison Comp. HS (CCP Accuplacer proctoring)*
- *Mansfield Christian HS (CCP Accuplacer proctoring)*
- *Ashland Co. West Holmes Career Center (CCP Advising day)*
- *Mansfield Senior HS (CCP Accuplacer proctor training)*
- *Clear Fork HS (CCP Application day – CCP Accuplacer proctoring (2 days) – CCP Advising day)*
- *Galion HS (Day 2 ACCUPLACER proctoring)*
- ✚ *Commenced – FA25 Registration for on-campus CCP/Early College students & Reviews of high school-based enrollment requests.*
- ✚ *Continued – In addition to holistic CCP student support, a significant investment of time each week is devoted to supporting our educational partnerships and working to fulfill the needs of our school district partners (e.g. training and support for counselors, faculty and administrators, CCP application tracking and transcript processing, new/continuing CCP student advising, application/enrollment/ACCUPLACER support; monitor early alert/non-attendance/non-participation/midterm deficiencies reporting for interventional advising and success tracking)*
- ✚ *Continued - Represent each school and advocate for their needs to the College, AND be the NCSC representative to each school; be the first point of contact and friendly solution provider*
  - *Working toward each semester launch we address partner districts' needs, for students, faculty and administration; review enrollment request from high school-based sections/student enrollment requests/course plans; in order to approve and orient for registration; provide course materials, orientation and platforms access support*
  - *Continuing through end of school year - scheduling/hosting CCP events at the high schools; for enrollment and engagement. This includes meeting students where they are for events such as CCP Program Info Sessions for parents, CCP Application events, ACCUPLACER proctoring, CCP Advising, Orientation and Registration sessions at the high schools.*
- ✚ *Continued during Spring Term - Duo MFA Support –for CCP students and schools (amidst Ohio's statewide K-12 mandate to implement a district policy, restricting student access to cell phones while at their high school)*

*CCP Team coordinates with IT to program and deliver hardware fobs to the high schools, provide support on fob use, and the financial responsibility to the student if the fob is not returned; securing the NCSC property agreement/contracts each student must sign in order to be assigned a fob. Fobs provide a code that must be used in place of the duo app, when a student cannot access their cell phone, needed, to ensure CCP students can access their NCSC platforms to successfully complete their assignments (Canvas, MyNC, Microsoft 365, etc.) and persist in their coursework that makes up the pathway to their goals.*

## **09\_ Center for Teaching Excellence**

1. Engage all newly created courses into the course design review process.
2. Engage at least one program from each division (not including those who participated in the pilot) to participate in course design review for an existing core course and establishing a timeline for moving remaining courses through the process.

**CONCLUDED REVIEWS:**

✚ ENGL-1010 (All modalities) - [Next Review - SP27]

**PENDING CONCLUSION:**

✚ PSYC-1010 (All Modalities)

**TO BE REVIEWED: Spring/Summer '25**

✚ RADS-1151, 1170, 1121 & 1175. Leads: Dorie Ford & Heidi Chambers. Confirmed: **June 2- 30.**

✚ RNUR 1012 & 1014. Leads: Lisa Music, Tonya Stanger (+ Katie Danielson). Date Pending.

✚ RNUR TBD – Liggett. Date Pending.

**YET TO BE SCHEDULED:**

- EBC: Engineering (BASMET) will select courses based on needs for ABET accreditation
- LA: No additional courses have been identified

✚ **CANVAS MASTER COURSE REFORMATION**

*Courses completed and Courses converted to the new Canvas Homepage (identified w/asterisk):*

ACCT-1070*	BUSM-1260	HMSV-2090	HMSV-1090
ACCT-1090*	COMM-2030	HMSV-2160	HMSV-1150
ACCT-2030*	ENGL-1010	HMSV-1170	HMSV-2110
ACCT-2031*	(8W)	MECT-2910	ITEC-1610*
ACCT-2060*	ENGL-1030	RNUR-2070	ITEC-2701
ACCT-2092*	HMSV-2050	RNUR-2050*	
	BUSM-2090		
	OER*		

*Courses in progress:*

ACCT-1030	COMM-1010	HMSV-1020
ACCT-1052	OER	HMSV-2030*
ACCT-2050	COMM-2030	RNUR-4030*
BIOL-1101	OER	SPAN-1010*
OER*	ECON-1510*	SPAN-1020*
CHEM-1210	ENGL-2050	
	HIST-1050*	
	HIST-1070*	

- *Courses requested but not started:*

CHEM-1220      HMSV-2110  
OER              HMSV-2150  
HMSV-1030      PSYC-2030

Additional Activities

- ✚ *Teaching with AI (Bowen & Watson, 2024) Faculty Book Club with 11 Faculty Members kicked off 2/19 & will meet bi-weekly on Zoom through 4/30.*
- ✚ *CTE Instructional Design staff have been asked to co-present a 'Teaching with AI' presentation Nov. 4 at OhioHealth's Learning Week.*

**BUSINESS SERVICES**

**10\_ Accounting Services**

The Business Office/Accounting Office Strategic Project is to review, update, and streamline the office's policies and procedures to enhance operational efficiency, ensure compliance, support strategic goals and expedite student enrollment by removing obstacles in processes between student application and course registration. This initiative is crucial to safeguard our eligibility for federal funding and to uphold our reputation for excellence and accountability, as well as to continue to have clean audits. This will ensure alignment with Federal Aid requirements to allow our students to remain eligible for aid and assist in the enrollment process.

- ✚ *Work continues for reviewing the procedure manual for the Cashier's office and Accounts Payable and making any necessary updates and/or changes.*

**11 Financial Aid Office**

The Business Office/Accounting Office Strategic Project is to review, update, and streamline the office's policies and procedures to enhance operational efficiency, ensure compliance, support strategic goals and expedite student enrollment by removing obstacles in processes between student application and course registration. This initiative is crucial to safeguard our eligibility for federal funding and to uphold our reputation for excellence and accountability, as well as to continue to have clean audits. This will ensure alignment with Federal Aid requirements to allow our students to remain eligible for aid and assist in the enrollment process.

- ✚ *Reached out to all TFS who need to take summer hours.*
- ✚ *Reached out to summer registrations without FAFSA/financial aid.*
- ✚ *Currently following up with all new TFS who accepted and their next steps.*
- ✚ *Sent out first round of COF offers for 25/26.*

**12 Facilities Management**

Fallerius Renovation

**VR Lab Health & Science**

- ✚ *Timeline 2024/2025*
- ✚ *A proposal has been drafted by MacMillan engineering and company, Design phase completed and in the process of review.*
- ✚ *Timeline: 3/10 Send documents to bidders*
- ✚ *3/13 Pre-Bid Meeting*

✚ *4/2 Bids Due*

### **Fallerius Renovation Project**

✚ *Timeline 2024 / 2025*

✚ **Status Update:** *Sol Harris day has been selected as the Architectural firm for this project. A Contract has been signed by the Attorney General Office and NCSC. Design phase is completed. We will be advertising the project for three weeks starting March 31<sup>st</sup> and ending April 12<sup>th</sup>. Bid opening will take place 4/24*

### **13\_ Information Technology & Information Systems**

IT: 100% enrollment or documented exception to enrollment for Duo MFA for Staff, Faculty, and Students.

IS: Completion of Ellucian SaaS conversion project.

#### *IT Update*

✚ *Rollout of DUO MFA for remaining began on 8-26-24 and has been progressing since. We have 6.67K users pulled into the Duo admin panel. Of those 3.36K have yet to either register their phones or pick up a hardware token. After this term the number of folks not enrolled is expected to plummet due to the retirement of older accounts.*

#### *IS Update*

✚ *The SaaS migration is creeping up on us. One month to go! Work continues on the project and we thank everyone for their continued support!*

#### *Security Snip*

***Thousands of North Korean IT workers have infiltrated the Fortune 500—and they keep getting hired for more jobs***

*Thousands of North Korean IT workers have infiltrated U.S. companies by posing as remote contractors using fake identities. Operating mainly from China and Russia, they funneled millions in wages back to North Korea, helping fund its ballistic missile program. These workers used tactics like paying Americans to use their Wi-Fi to appear U.S.-based and sometimes gained access to sensitive company data. The FBI and DOJ have identified several deceptive websites used in this scheme. U.S. businesses are being urged to carefully vet remote IT hires to avoid unintentionally supporting North Korea's illicit activities.*

### **14\_ Child Development Center**

Maintain full enrollment.

Date~ Week of 4.11.25				
Class (Room)	Maximum Enrollment	Available Slots	Filled Spots	Notes
Adventure (39)	8	0	9	Two families sharing one spot
Imagination (21)	8	0	8	
Puddles (24)	8	0	8	
Fascination (27)	8	0	8	
Explorers (29)	20	0	21	
Sunshine (32)	20	0	20	
Homebase	28	0	28	

**15\_ Development (Foundation and Workforce)**

Increase Enrollment and Retention by delivering on 5% increase targets

***Foundation-Emerald Club - Major Gifts-***

- + \$610,000 in YTD
- + Confirmed \$43,000 in equipment for the workforce 5g program
- + Meeting held with Wooster Chamber and Advanced Drainage Systems regarding possible partnership and workforce class offered at their chamber office.
- + An ask has been submitted to secure a training room in Ashland for our Leadership series.
- + Completed the non-credit to for-credit lean project and recommendations have been sent to the CAO for review.
- + MOESC partnership has been confirmed for the FY26 school year and \$35,000 secured to cover the needs of the program.

***Phlebotomy***

- + Constructing schedule for first cohort beginning Summer 2025 at the Success Center
- + Establishing criteria to begin phlebotomy partnership with MOESC as an IWHIP credential for Fall

***Workforce-\$257,250 Target in Revenue, \$138,305.75 YTD.***

- + Workforce Development hosted 33 participants for our Leadership Series 1 on February 26 and 27 at the Crawford Success Center, and 32 participants for our Leadership Series 2 workshop on March 26 and 27.
- + Our team of instructors are currently developing a Leadership Series 3 training which will be offered to individuals who have previously participated in our Leadership Series 1 and 2 trainings.

- ✦ *We held a Microsoft Excel Essentials training on Thursday, April 3, with 19 participants taking part. We are also hosting a two-hour Customer Service training on Thursday, April 17, at the Crawford Success Center.*

## 16\_ Crawford Success Center

Identify new community partnerships and program opportunities to drive application and enrollment growth. This will result in a 5% general applicant growth in Crawford County and 5% enrollment growth of Crawford residents.

- ✦ *Interviewing for a new specialist at the CSC*
- ✦ *Debrief for annual Scholarships for Success, a very positive year with over \$30,000 generated.*
- ✦ *School & Community Engagement*
  - *Visited Bucyrus seniors – April 9*
  - *Visiting Galion seniors- April 21*
  - *Accuplacer assessments- 2 College-Now applicants*
  - *High school award night participation – May, TBA*
- ✦ *Workforce Engagement Support*
  - *Customer Service Training on April 17: 10 participants registered*
  - *Hosted first training for Baker's Pizza/Old 30 BBQ frontline staff: 15 participants, recurring through April*

## Strategic and Institutional Transformation (Institutional Research & Grants)

### 17\_ Institutional Research

Make data more available for decision making through the use of technology such as websites and/or dashboards as data security and cost allow.

- ✦ ***Dashboard Implementation:** Current delay due to Colleague SaaS conversion challenges, continued coordination with IS.*
- ✦ ***Data Access:** Plan to post Registration Reports on the public IR SharePoint in the coming weeks.*
- ✦ ***Other Data Literacy Efforts:** Ongoing work with OACC Coalition of Practice for collaboration on best practices, creating standardized definitions for consistent benchmarking.*

### 18\_ Grants

Awarding of at least three major grants (\$100,000+) in the next year.

- ✦ *We intend to submit this week a request for \$40,000 for a two-year project coordinated by OACC to fund capacity-building efforts for addressing student financial barriers. Many thanks to the campus offices that have contributed, and we have come up with strategies that we still intend to pursue even if not funded.*
- ✦ *The federal outlook for grants is still grim. However, we are still hopeful on our outstanding proposal to renew TRIO SSS.*

## 19\_ Human Resources

Onboarding and Orientation Processes:

Create formal onboarding process to ensure new hires are fully integrated and feel welcomed within their first 90 days.

Conduct regular check-ins with new employees at the 30, 60, and 90-day marks to gather feedback and address any concerns promptly.

New hires/new positions: 3/30/25 – 4/12/25

✚ *No new hires to report for this period*

✚ *Introducing New Employees for this period:*

*(see “Our Growing Family” and/or specific departments in the [Employee Photo Directory](#))*

## 20\_ Marketing and Public Relations

Capture 1,200+ inquiries to populate top of funnel (20% increase over FY24 goal)

✚ *Continuing web inquiries for FY25: We have an additional 48 web form inquiries since the last report. **Total is now 1,507 for FY25.** Web chat inquiries added a total of 1,009 chats and calls through April 10, 2025.*

✚ *Support the development of processes and communication streams as we move inquiries toward application and registration*

○ *Special campaign for HMSV using grant dollars*

▪ *Target audience includes people interested in HMSV, public service, first responders, age HS through 44, within a geography of 50 mile radius.*

▪ *Message revolves around Caring Careers.*

○ *Viewbooks, pocket folders, die cut “NC” handouts encumbered.*

▪ *Two of three meetings are scheduled for week of April 21<sup>st</sup>*

✚ *Spring promotion and materials are in process supporting, in part:*

○ *Foundation events –Hall of Excellence*

▪ *New signage being developed for Kehoe (Ramtec sign) and Ontario college*

○ *Adult learner grant continues to be promoted*

○ *Traditional enrollment campaign is underway*

○ *HMSV and adult learner campaigns will follow as we near the end of FY25.*

○ *End of year events are being supported, i.e. graduation, grand prix at Mid-Ohio*

○ *Temporary signage is in hand for offices in transition because of Fallerius renovation*

▪ *Additional signage will be required during construction*

○ *Additional summer signage is being developed for operating times*

○ *Social media data for the Police Academy STAR designation and our new traditional promotion are below.*

## 21\_ Faculty Caucus

Continue communication between faculty and students, by increasing faculty usage of college systems (Aviso, Canvas...) by 20% for Aviso notes and 8% for Aviso alerts.

✚ *Mike Welker joined faculty caucus to discuss the teaching skillset inventory and pathway document*

- ✦ *Approved search committee for liberal arts assistant dean*
- ✦ *Continue encouraging using Aviso and putting in notes within 48 hours of student contact*
- ✦ *Remind faculty about importance of attendance reporting and WNP*
- ✦ *Discussed search committee approval processes*

## **22\_ Staff Caucus**

Considering the previously identified customer service topics which benefit both internal and external stakeholders, which are:

- a. Customer Service Response Timeframes
- b. Problems Solving/De-escalating Situations
- c. Staff as Representatives for the Entire Organization
- d. Cross Training Staff
- e. Aesthetic Intelligence/Emotional Environment (Overall Campus Aesthetic Appearance)

Staff Caucus will revisit each of these 5 topics over the following year, and discuss progress toward improvement in these areas.

In addition, considering the focus of strategic planning for this year, Staff Caucus will identify improvements to these areas based on making the college exceptional and unique, without considering hypothetical budget or resources constraints (providing at least 2 ideas for improvement), and then also discuss impacts to improvements in these areas based on possible contingency scenarios at the college (declining enrollment, changes in budget) etc. (Providing at least 2 ideas for improvement based on possible contingency scenarios).

Staff Caucus will also continue to emphasize the role of customer service, regardless of role or position at the college.

- ✦ *Lisa is in the process of reviewing Staff Caucus minutes to establish a timeline toward their strategic goals and for program development.*
- ✦ *Staff Caucus had a lot of good discussion on employee morale. Lisa will be coordinating with Doug and Dr. Diab to discuss some of those findings.*