



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 April 14, 2025 to April 25, 2025

Last Report for this Academic Year

*** Next Report is due Friday, August 29, 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
- ✚ Continuation of High School Visits/CTE lab visits
- ✚ Continued work on adult learner ATD strategic enrollment plan for adult learner
- ✚ Admission representatives had 52 in-person/online admission appointments
- ✚ We have 89 completed and returned TFS scholarship offers for fall 2025 so far, the deadline to return offers is 6/29/2025.
- ✚ Continue focus on calling CCP seniors for fall semester 2025
- ✚ Counselor Meeting completed on 4.11.2025
- ✚ Conducted ATD college wide forum sessions on 4.23 & 4.24 process mapping the adult learner journey gaining feedback on how we can support our adult learner audience.
- ✚ Pioneer awards night was on 4.23.2025
- ✚ Presented to Advantage Foster Event 4.16.2025
- ✚ Summer apps are up 2% for summer 2025 as of 4.25.2025
- ✚ Fall 2025 applications are pacing at an increase of 9% as of 4.25.2025

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 AI integration into CISS courses
 - Cybersecurity concerns of MS Copilot and confidentiality of student data
 - IT staff considering “sandbox” options for students and faculty to isolate systems
- ✚ Preparing for Ontario High School cohort in Fall 2025
- ✚ IMA The Association of Accountants and Financial Professionals in Business -North Central State College Student Chapter. IMA meetings and topics:
 - January 23, 2025 at 11:30 a.m. in Kehoe room 164
 - Students attended a LinkedIn Workshop to learn how to set up a professional LinkedIn profile for job searching. Presenter: Ali Craven from PwC*
 - February 11, 2025 at 11:30 a.m. in Kehoe room 164 for an Interview Workshop learn how interview during these mock interviews to get your job searching off to a good start. Meet Ali Craven from PwC one of the most prestigious CPA in the world as they practice interviewing skills with you.
 - *Who is PwC? PricewaterhouseCoopers, also known as PwC, is a multinational professional services network based in London, United Kingdom. It is the second-largest professional services network in the world and is one of the Big Four accounting firms, along with Deloitte, EY, and KPMG.
 - March 27, 2025 at 11:30 a.m. in Kehoe room 164
 - Students attended an Interview Workshop to learn resume best-practices and develop interview skills while enjoying a delicious lunch from Panera provided by PwC. Students were also invited to stay after the workshop to do a mock interview to polish their interviewing skills.
- ✚ 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.*
- ✚ *Interviewing for open position in progress.*

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 RICJ programming Michael Futty.*
- ✚ *Michael brings 30+ years of corrections experience with adult and juvenile populations.*
- ✚ *Evaluated Department of Youth Services training for CJ course credit.*

Information Technology and Networking

- ✚ *Evaluating information regarding AI program information forwarded by Dr. Diab from AACC conference sessions*
 - ✚ *Initial discussion with Faculty and Dean regarding capacity and IT approach vs the Computer Science programming degree examples given*
 - ✚ *Amazon Academy AI certification process investigated as possible roadmap for IT program*
 - ✚ *Initial meeting with college IT confirms server and support capacity limited*
- ✚ *Ohio Semi-Conductor Network and OACC wrapping up Intel grant activities and campus implementation of curriculum through SkillsCommon CoLab Plans.*

⊖ *Timeline of Activities*

<i>Activity Description</i>	<i>Expected Date of Completion</i>	<i>Person Responsible</i>
<i>Establish an inter-department taskforce for the Semiconductor Network Initiative</i>	<i>March 20, 2025</i>	<i>Chief Academic Officer</i>
<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,</i>	<i>August 1, 2025</i>	<i>Campus Coordinator</i>

<i>Robotics, and Smart Manufacturing system</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 & 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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Spring Courses Retention Goals			# day 12	current	% of retention
<i>Course</i>	<i>Spring 2024%</i>	<i>% goal for 2025</i>	<i>1/28/2025</i>	<i>04/25/2025</i>	
<i>BIOL-1550</i>	<i>97%</i>	<i>97%</i>	<i>91</i>	<i>91</i>	<i>100%</i>
<i>BIOL-1730</i>	<i>88%</i>	<i>90%</i>	<i>32</i>	<i>32</i>	<i>100%</i>
<i>BIOL-2752</i>	<i>80%</i>	<i>85%</i>	<i>135</i>	<i>122</i>	<i>90.4%</i>
<i>PHTA-1090</i>	<i>NA</i>	<i>88%</i>	<i>Session A</i>	<i>3</i>	<i>100%</i>
<i>PHTA-1110</i>	<i>NA</i>	<i>88%</i>	<i>3</i>	<i>3</i>	<i>100%</i>
<i>PNUR-2012</i>	<i>100%</i>	<i>95%</i>	<i>Session A</i>	<i>26</i>	<i>100%</i>

President's Bi-Weekly Report

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 1st 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 #
			5/1/2024	4/1/2025 Goal %	Goal #	
LPN/RN ART	32	24	95% of max	30	30	93.7
BSN	FT 15	9	80	12	5	33%
RN	88	72	90	79	71	80.6
PN- PM/SU	32	32	100	32	32	100%
PN- Trad/FA	24	9	63	15	11	33.3%
PTA	20	NA	75	15	9	45%
RADS	22	24	100%	22	52	100% +
RESP	24	11	78	11	14	45.8

04_ Liberal Arts Division

Increase Liberal Arts program recruitment events to two per semester.

- ✚ *Many members of division participated in the adult learner grant meeting which discussed strengths and weaknesses relating to the recruitment and retention of adult learners.*
- ✚ *Continuing the effort to submit courses for Ohio 36 renewals.*
- ✚ *Continued having discussions concerning education program and how to expand and strengthen the program.*

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.

- ✚ *Title III grant steering committee meeting was held on Monday, April 21st*
 - *Special thanks to James, Jeff, and Shella for providing me with a short synopsis of their current work and future projects!*
- ✚ *Laptop loaner program update*
 - *16 new laptops for the program arrived on April 14th to be added to the student circulation*
 - *Going to work with Katy and Monica on a small survey (2-3 questions max) for students to complete when they return the laptops*
 - *This will allow us to capture our students' voice on the impacts of the program.*
- ✚ *The summer project program was discussed at the April faculty division meeting in Health Sciences.*
 - *Six proposals were received and the review team (Jason, Dr. Johnson, and Dr. Gray) will meet on the 29th to discuss funding amounts)*
- ✚ *The Learning Glass studio will temporarily be moving to the bottom level of Fallerius when the renovation project starts in a few weeks*
 - *If folks are interested in getting some practice with recording and editing videos in the studio, just let Jason know. He will be working on site two days a week during the summer to help interested faculty members.*

✚ **Equity & Access Coordinator engagement:**

- *1:1 Support sessions: 20* *Faculty sessions: 8*
- *Student Groups: 00*
- *Events/Workshops held: None*

✚ **Technology Success Coach engagement:**

- *Workshops Held: In-Person: 0 Zoom: 0 Video Hits: 3*
- *Student Support: Email: 1 Phone: 0 In-Person: 0*
- *Faculty Support: Email: 2 Phone: 0 In-Person: 0*
- *Staff Support: Email: 3 Phone: 0 In-Person: 0*

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*

- ✚ *Colleague will be down beginning at roughly 5pm on 5/8, and set to run through the weekend. All grades not submitted by 5/8 at 5:00 will have to be hand-entered which may delay final grades being posted.*

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 = 43*
- ✚ *Tuesdays with Tickhill – 8 students in attendance during reporting period*
- ✚ *Annual TRIO Awards & Graduation Celebration scheduled for 4/30/25*

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 4/06 to 4/19: Visits = 61; Hours = 98.46; Unique students = 61*
- ✚ *Number of referrals to Tutoring via Aviso Engage since start of term = 46*
- ✚ *“Chill Out It's Only Finals” scheduled for 5/1/25*
- ✚ *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*
- ✚ *44 student appointments completed since start of term*
- ✚ *23 employer contacts this semester*
- ✚ *Grad Survey and table at Grad Picnic scheduled for 5/08/25*

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 15 with a focus on preparing for final exams: “Make a Plan, Don't Cram”*

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 2 Alerts/Referrals for the time period of 4/06 to 4/19*
- ✚ *Registered 0 new students for accommodations for the time period of 4/06 to 4/19*

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 = 28 / Number of calculators lent out = 10*
- ✚ *Number of referrals to Resource Navigator via Aviso since start of spring term = 14*
- ✚ *Weekend Food Box program resumed on 1/30/25; 52 served since this date*

08_College Credit Plus

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

SP2025 CCP Enrollment:

- ✚ *SP2025 Final enrollment – 1280 students (+1.5% compared to PY 1261) and 8411 credit hours (-2% compared to PY 8630)*
- ✚ *Wrapped - B Session registrations*
- ✚ *B Session launch completed: 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.*
- ✚ *Continued – Verification of enrollment records and grades reporting with CCP partner schools*

FA2025 Enrollment Update:

- *FA2025 Applications to Date – 797 Applications (+20% compared to PY snapshot of same week)*
- *FA2025 Registration Totals to Date – 177 Students Registered and 1701 Credit Hours (+15% in Registered students and +10.4% in Credit Hours compared to PY 5/8/24 snapshot)*

CCP Recruitment and Academic Advising Activity toward 25-26 cycle

- ✚ *Completed – Annual CCP Information Session meetings (leading up to April 1 state deadline) held 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.*
- ✚ *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 pivotal enrollment milestones, facilitated in in 3 targeted visits, over a 7-14-day timeframe)*
 - *Colonel Crawford HS (CCP Accuplacer proctoring)*
 - *Shelby HS (CCP Accuplacer and Advising)*
 - *Ontario HS (ACCUPLACER for CCP and Ontario Business Pathways Cohort)*

- *Hillsdale HS (CCP Accuplacer proctoring)*
- *Mapleton HS (CCP Advising and Registration for FA)*

- ✚ *Commenced – SU25 and 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.

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-1090	ITEC-1610*
ACCT-1090*	BUSM-2090	HMSV-1150	ITEC-2701
ACCT-2030*	OER*	HMSV-2110	MECT-2910
ACCT-2031*	COMM-2030	HMSV-2050	RNUR-2070
ACCT-2060*	EDUT-2110	HMSV-2090	RNUR-2050*
ACCT-2092*	EDUT-2130	HMSV-2160	SPAN-1010
	ENGL-1010	HMSV-1170	SPAN-1020
	(8W)		
	ENGL-1030		

- ✦ **Courses in progress:**

ACCT-1030	COMM-1010	HMSV-1020
ACCT-1052	OER	HMSV-2030*
ACCT-2050	COMM-2030	RNUR-4030*
BIOL-1101	OER	
OER*	ECON-1510*	
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.

- ✦ *Procedures for the Cashier's office and Accounts Payable are still being reviewed and any necessary changes/updates are being made.*

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.

- ✦ *Continues to draw down all 25/26 FAFSA applications. Unlinked files are saved in FA public drive for those departments who wish to work them. Unlinked files are students who completed a FAFSA but have not applied to the college.*
- ✦ *Emailed all SU2025 & FA2025 admission applicants who have not completed a 25/26 FAFSA*
 - *Sent follow up texts to all applicants to complete FAFSA*
- ✦ *Emailed all current TFS and reminded them about the TFS rules, doing a FAFSA etc.*
- ✦ *Reached out to all TFS who need to take summer hours and CC'ed their advisors.*
- ✦ *Reached out to summer registrations without FAFSA/financial aid.*
- ✦ *Currently following up with all new TFS who accepted and their next steps.*
- ✦ *Sent out all foundation scholarship offers via postal mail*

12_ Facilities Management

Fallerius Renovation

VR Lab Health & Science

- ✦ *Timeline : 2025*

- ✚ *Applesseed Builders have been awarded the project as of 4/2/25*
- ✚ *Timeline: Project will start once the purchase order is completed*

Fallerius Renovation Project

- ✚ *Timeline 2025 / 2026*
- ✚ *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. Bid selection was rewarded to ACI Construction on April 22nd*

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 7.01K users pulled into the Duo admin panel. Of those 4.55K have yet to either register their phones or pick up a hardware token. After this term ends the number of folks not enrolled is expected to plummet due to the retirement of older accounts.*

IS Update

- ✚ *The SaaS migration is almost here. Work continues on the project and we thank everyone for their continued support!*

Security Snippet:

- ✚ *New Threat – Slopsquatting*
A new cyber threat called slopsquatting is emerging due to errors in AI-generated code. When AI tools like ChatGPT suggest non-existent software packages (a phenomenon known as "hallucination"), attackers create malicious packages with similar names. Developers may unknowingly install these harmful packages, compromising systems. This threat is amplified by the widespread use of open-source software and centralized package repositories. Research shows that about 20% of AI-generated code from models like GPT-4 includes these hallucinations. Cybercriminals can exploit this to spread malware.

14_ Child Development Center

Maintain full enrollment.

<i>Date~ Week of 4.25.25</i>				
<i>Class (Room)</i>	<i>Class (Room)</i>	<i>Class (Room)</i>	<i>Class (Room)</i>	<i>Class (Room)</i>
<i>Adventure (39)</i>	<i>Adventure (39)</i>	<i>Adventure (39)</i>	<i>Adventure (39)</i>	<i>Adventure (39)</i>

<i>Imagination</i> (21)				
<i>Puddles</i> (24)				
<i>Fascination</i> (27)				
<i>Explorers</i> (29)				
<i>Sunshine</i> (32)				
<i>Homebase</i>	<i>Homebase</i>	<i>Homebase</i>	<i>Homebase</i>	<i>Homebase</i>

15_ Development (Foundation and Workforce)

Increase Enrollment and Retention by delivering on 5% increase targets

Foundation-Emerald Club - Major Gifts-

-  \$650,000 in YTD
-  An ask has been approved for the Kehoe conference room upgrade.
-  Completed the non-credit to for credit lean project and recommendations have been sent to the CAO for review.
-  Phlebotomy Equipment is being ordered.
-  The clinical contracts are being reviewed and signed.

Workforce-\$257,250 Target in Revenue, \$158,305 YTD.

-  Trainings continue for the restaurant cohort.
-  Monday Timken trainings are occurring weekly.
-  Launched Intro to AI and preparing for the next step in the pathway.

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.

-  Second interviews are being added for a new specialist at the CSC
-  High school award nights are happening and being attended by NCSC staff.

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 and potential opportunities, continued coordination with IS. Focus right now on converting programs and reports so we can continue to provide information in the new system.*
- ✦ **Data Access:** *We are now sharing the registration comparison reports on the Public IR Sharepoint [Registration Comparison Reports](#). New reports will be posted weekly through the 15th day of the term, usually on Monday morning barring a holiday or unforeseen circumstances.*
- ✦ **Other Data Literacy Efforts:** *Ongoing work with OACC Coalition of Practice for collaboration on best practices, increasing awareness about public data, creating standardized definitions helping people ask the right questions.*

18_ Grants

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

Grants recently submitted

- ✦ **Congressionally Directed Spending Request through Senator Husted – (\$700,000)**
 - *This is an “earmark” request. First request we have done in 15 years.*
 - *This would fund improvements at the CDC that would represent “Phase 1” toward building physical capacity for regional childcare. Improvements would include a new roof, storefront and outdoor play area focused more toward infant/toddler.*
- ✦ **Ohio Association of Community Colleges/ECMC Foundation. Reducing Student Financial Barriers (\$40,000)**
 - *Strategies to build on efforts to help take away financial challenges leading to stopping out.*
 - *Includes increasing awareness and willingness to seek help from the moment of onboarding, such as adopting a short basic needs self-assessment.*
- ✦ **Ohio Department of Higher Education. Campus Student Safety Grant (\$18,926)**
 - *Funding to install pole-mounted security cameras in the Kehoe Center parking and road exit areas.*

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: 4/13/25 – 4/26/25

✦ *Jessica Gast – Custodian*

✦ *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 44 web form inquiries since the last report. **Total is now 1,551 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*
 - *Campaign is in place to begin May 1st. Will complete June 30th.*
 - *Viewbooks, pocket folders, die cut "NC" handouts encumbered.*
 - *Two of three meetings are scheduled for week of April 21st*
- ✚ *Spring promotion and materials are in process supporting, in part:*
 - *Congrats to the Foundation Team for a wonderful Hall of Excellence Event!*
 - *New signage being developed for Kehoe (Ramtec sign)*
 - *Ontario college signage **layouts are included below***
 - *Adult learner grant continues to be promotion is underway*
 - *Traditional enrollment campaign is underway*
 - *End of year events are being supported, i.e. graduation, grand prix at Mid-Ohio*
 - *Temporary signage for offices in Fallerius are up!*
 - *Thanks to Anthony for installing*
 - *Additional signage will be required during construction*
 - *Additional summer signage is being developed for operating times*
 - *Layouts are with Lori in the business office*

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.

- ✚ *Toni Johnson joined faculty caucus to discuss the e-campus bookstore*
- ✚ *We discussed OER materials and 8-week classes*
- ✚ *Toni shared that Mike Welker and Shella Seckel will have a rotating schedule (between the three buildings) during the summer for faculty to receive assistance with their class design or re-redesign*

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 did not meet in April.*