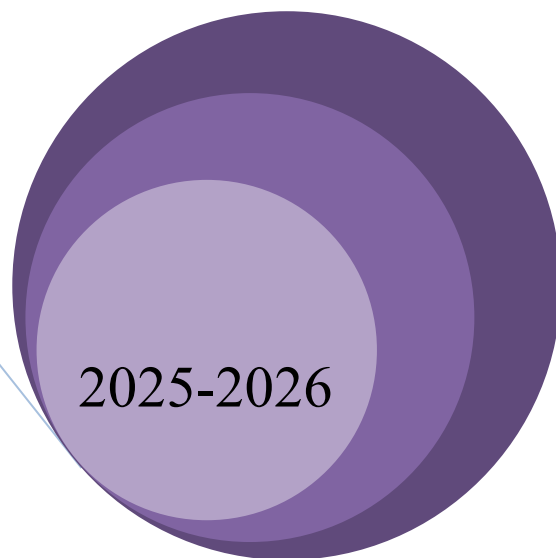




What are we doing to help students come and complete at the College?

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



President's Bi-Weekly Report

For period October 13, 2025 to October 24, 2025

*** Next Report is due Friday, November 7, 2025 "Pay Day"*

Strategic Projects for 2025-2026 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

Increase total applications by 6% by June 2026 through a 2% gain in general, non-traditional, and underrepresented student applications, supported by targeted communication and improved ISIR (Institutional Student Information Record) engagement.

✚ *We attended the following events giving out CCP information and also general information to students and adults*

- *Lucas*
- *Ehove*
- *Mt. Vernon*
- *Fredericktown*
- *Knox CCC*
- *East Knox*
- *YMCA Chili Cook Off*
- *YMCA Trunk Or Treat*

✚ *Training continues for our two new hires as they start to go out to events and also following up with applicants scheduling advising appointments. We also opened up the application for TFS 2026 last week.*

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

1) Achieve a 3% increase in student co-op, internship, and capstone placements by June 2026 through quarterly faculty tracking and employer outreach. 2) Reverse any individual program enrollment declines and achieve 3% division-wide growth by Fall 2026 by launching orientation videos, updating marketing, and expanding employer partnerships. 3) Relaunch the Manufacturing Maintenance Technician program by Fall 2026 with 10 enrolled students and three new employer partners for internships or apprenticeships.

✚ *Co-op/Internship Materials*

- *Brandel Supplied copies of the materials she uses to establish internships and co-ops with local employers.*

✚ *Work-Based Learning Manager*

- *Russell Lloyd, Work-Based Learning Manager started his new position on 10/13/2026.*

- *Russell will support expansion of co-ops, internships, capstone placements, and tracking initiatives.*
- *He brings many years of engineering and project management experience working for automotive industry tier-one suppliers and the sporting goods industry.*
- *He will spend his first couple of weeks introducing himself to the college and local employers along with orienting himself to the higher education side of Work-Based Learning.*
- *David Wright, Work-Based Learning Specialist starts his new position on 10/20/2026.*
 - *David currently serves as a part-time IST Lab technician.*
 - *In this new full-time position, he will continue to support the IST Lab and work on improving the electrical-mechanical maintenance technician curriculum and competency-based education processes and procedures.*
 - *David brings 30-plus years of experience working in the electrical mechanical world, starting in the Navy, as a small-business owner, and a supervisor for various manufacturers and contractors,*
- *The Work-Based Learning grant will provide additional focus of co-op, internships, and other earn-and-learn opportunities for the division. These positions are grant funded as part of the North Ohio Manufacturing Partnership the Strengthening Community Colleges 5 DOL grant.*

Regional Manufacturing Coalition:

- *Oct. 17 – Andrew presenting on co-ops, internships, and pre-apprenticeships. Opportunities for students to begin internships as juniors (part-time during year or full-time in summer).*
- *TechCred could support companies with mentoring and coordination needs.*

Goal 2: Reverse any individual program enrollment declines and achieve 3% division-wide growth by Fall 2026 by launching orientation videos, updating marketing, and expanding employer partnerships. Quantitative – Student Access

Student recruitment opportunities

Manufacturing Days Tours at Kehoe Center

-  *Occurred for October 2–3 at Kehoe Center.*
-  *Approx. 130 high school students toured Kehoe Center Thursday, and 120 high school students toured on Friday.*
-  *Tours covered manufacturing, engineering, IT, visual media, and other labs. Special thanks to Fisher Kalb and Christian Harriman for taking the time to introduce the students to engineering and manufacturing careers.*

Crawford Success Center:

-  *Similar Manufacturing Days tours occurred on Oct. 2*
-  *Oct. 16 Gave tours and spoke to eighth-grade students about CCP opportunities in EBC programs from Buckeye Central (25 students), Colonel Crawford (40 students), and Wynford (38 students)*

College Now

-  *Darcy has been working on several fronts to help promote the College-NOW program:*

- ✚ Reached out to Maggie Traynor to update the College-NOW recruiting video. She has already captured video of students working in Jonathan's ELET 1510 lab. She is scheduled to visit Alex's MECT 2905 class on Nov 14 to capture video of students testing their prototypes and doing some interviews.
- ✚ Working with Pioneer marketing department on updating College-NOW handouts.
- ✚ Spoke with Caleb DeVore who is a former College-NOW and current BASMET student. Caleb has agreed to interview with Richland Source regarding his College-NOW/BASMET experience.

Institute of Management Accountants (IMA) student chapter for accounting and business majors, led by Accounting Professor Donna Kittle, held its first meeting of the year on Thursday, September 25, 2025.

- ✚ Guest speaker Ali Craven from PricewaterhouseCoopers (PwC) focused on Microsoft Excel training and shared insight on how associates at PwC use Excel, including shortcut efficiencies and many of the popular formulas and functions that they use in their day-to-day work. Students learned tips and tricks for the popular spreadsheet application, but even more importantly, they learned how these skills are important for their future career and the need to master spreadsheet tools. The faculty of the Business & Accounting department also attended to show support to the students and the accounting program.
- ✚ The Institute of Management Accountants (IMA) is a global network of with more than 300 student and professional chapters and offers the CMA certification (Certified Management Accountant).
- ✚ The next event will be Financial Literacy Training on Thursday, November 4, 2025, at 11:30-1:00 in Kehoe room 164.
- ✚ A concern was raised that a lack of course content passed on to new faculty is causing extra time needed for course preparation potentially impacting the student experience. A summary of the discussion regarding the availability of archived course content for review by new faculty follows.

Course Repository & Access Issues

- Alex West shared via email that he had contacted Shella lack week and is working with her to gain access to engineering courses developed by previous faculty.
- Shella stated an interest in allowing Program Coordinators to have limited Canvas Admin access to only their program archived courses.
- She will work with Alex to assess the test case.
- Once Alex has access, he will be able to copy courses to "sandbox" course shells for program faculty to review and potentially replicate content into their current courses.

Goal 3: Relaunch the Manufacturing Maintenance Technician program by Fall 2026 with 10 enrolled students and three new employer partners for internships or apprenticeships. Quantitative – Student Access & Resources

- ✚ Andrew and Chris met on 10/8/2026 to review Syllabi and rework the advising plans for the Tool and Die and CNC Operator certificate. New prerequisites and advising plan course order will be prepared for Curriculum Committee. Andrew and Chris are scheduled to meet

each Wednesday to complete the submittals. Curriculum for manufacturing certificates were reviewed over the summer. Chris recommended mandatory OSHA 10 for students early on in all manufacturing programs.

Strategic Projects Update – AI Credential Pathway

- Current work on developing an **AI-focused credential**.
- Plan:
 - Begin with a **certificate** (business with IT components).
 - Expand toward an **associate degree**.
 - Potential for a **baccalaureate** long-term.
- Draft certificate plan due **October 3rd**. Most courses will come from existing offerings, with 1–2 new courses anticipated. Will review AI sourced course content for potential new courses.
- Business and ITEC faculty have continued to refine the certificate proposal based on feedback. After much discussion, they are working on updates of current courses to include AI content to minimize the creation of new unique courses. This is a better complement to current programs that strengthens the program curriculum and reduces the potential for low enrollment courses.
- Labor market analysis: limited regional demand, stronger results when including Franklin County.
- Discussion emphasized balance between local workforce needs and broader online reach.
- Dr. Diab highlighted long-term vision: stackable pathway like College Now Engineering, ideally low-cost and fully online.
- Focus will be on AI utilization in business/industry, with some technical background (e.g., SQL, IT) to add value.

Fall 2025, MECT 3910/ 4910

Mike Beebe has negotiated an AI software trial of Leo for his project-based courses. The students will use the software to assist in design, analysis, and evaluation of their project designs. A short description of the potential of the software follows.

Engineering education is evolving—and we are at the forefront of that change.

Students, meet Leo—the world's first engineering design co-pilot—coming to MECT 3910 & MECT 4910 to transform how we learn, design, and innovate in the classroom.

This semester, we will be learning with **Leo**, the world's first **engineering design co-pilot**. Leo is powered by the **Large Mechanical Model (LMM)**, a new type of artificial intelligence trained on millions of man-made products. Instead of using words as tokens like traditional language models, Leo uses **machine parts—bolts, bearings, gears, and assemblies as tokens**, enabling it to generate designs that are both **functional and DFMA-compliant**. Leo is built specifically for engineers and engineering students. It can interpret **multi-modal input** such as:

- Textual descriptions of design problems or requirements

- *Hand-drawn sketches and 2D diagrams*
- *3D CAD models and product images*

*This means Leo does not just process what we create, it understands our **design intent**, considers **real-world engineering constraints**, and helps us move from concept to product more efficiently.*

What Leo Brings to Our Classroom:

- **Instant concept generation** inside our CAD tools
- **Context-driven answers** to engineering questions
- **AI-assisted collaboration** to explore product design workflows
- **Time savings** on tedious tasks such as part searches, documentation, and drafting

*Leo transforms how future engineers learn. It's not just about making designs faster—it's about empowering us to innovate boldly, collaborate effectively, and graduate with next-generation skills. By integrating Leo into **MECT 3910** and **MECT 4910**, we are preparing to experience first-hand how **AI is reshaping engineering education**. Together, we will explore how humans and AI can work side by side to design smarter, faster, and with greater creativity.*

03_ Health Sciences Division

Increase Health Science program applications by 5% by May 1, 2026, and maintain first-year course completion rates at $\geq 90\%$ in Fall and $\geq 95\%$ in Spring.



Health Science	# day 14 enrollment	Course Goal	Students Enrolled	Retention %
<i>Course</i>	<i>8/25/2025</i>	<i>90% or greater</i>	<i>As of 10/9/25</i>	
<i>Chem 1030</i>	<i>47</i>	<i>43</i>	<i>44</i>	<i>93.6</i>
<i>BIOL-1230</i>	<i>62</i>	<i>56</i>	<i>59</i>	<i>95.2</i>
<i>BIOL-1550</i>	<i>92</i>	<i>83</i>	<i>89</i>	<i>96.7</i>
<i>BIOL-1730</i>	<i>28</i>	<i>23</i>	<i>28</i>	<i>100</i>
<i>BIOL-2751</i>	<i>156</i>	<i>141</i>	<i>152</i>	<i>97.4</i>
<i>PHTA-1070</i>	<i>17</i>	<i>16</i>	<i>Session A</i>	<i>100</i>
<i>PHTA-1040</i>	<i>13</i>	<i>12</i>	<i>13</i>	<i>100</i>
<i>PNUR-1012</i>	<i>20</i>	<i>18</i>	<i>20</i>	<i>100</i>
<i>RADS-1170</i>	<i>22</i>	<i>20</i>	<i>Session A</i>	<i>95.4</i>
<i>RADS-1175</i>	<i>21</i>	<i>21</i>	<i>21</i>	<i>100</i>
<i>RESP-1110</i>	<i>15</i>	<i>14</i>	<i>15</i>	<i>100</i>
<i>RNUR-1012</i>	<i>69</i>	<i>62</i>	<i>Session A</i>	<i>98.5</i>
<i>RNUR-1014</i>	<i>62</i>	<i>56</i>	<i>62</i>	<i>100</i>



We have just started to accept fall 2026 program applications. Will begin reports numbers in the upcoming weeks.

04_ Liberal Arts Division

- 1) Redesign 10 high-enrollment course shells by July 1, 2026, with structured layouts and AI-integrated components that strengthen course learning outcomes. 2) Increase the course completion rate in all Session B (second 8-week) courses by 1.0% over the 2024–2025 academic year baseline by implementing targeted early intervention and student support strategies.

- + Continuing meetings to discuss how to implement AI in Liberal Arts courses.
- + Have been meeting with area high schools to promote the new education program and further establish articulation.
- + Participating in the Ohio Articulation and Transfer Network Advisory Council Meeting.

05_ Assessment, Curriculum and Compliance

Submit NCSC's Quality Initiative Proposal to HLC by November 30, 2025, and implement aligned assessment improvements college-wide by May 2026 to enhance program review and student learning feedback cycles.

- + We had a total of 25 responses from the end of session A feedback survey. These responses were divided up and sent out to all program coordinators. All session B CWO rubrics have been confirmed or placed into classes.
- + The Quality Initiative Proposal draft has been shared with Kelly Gray, Travis Green, and Leesa Cox for their input and once this feedback is received, the draft will be edited accordingly. I am currently working on the calendar timeline for the implementation of the comprehensive assessment realignment, which is the final section of the QIP. Once the final draft is complete, it will be sent to Dr. Diab for review and any final edits before being submitted to HLC.

06_ Title III

Convert 50% of eligible courses to 8-week or online formats, increase OER use, and involve at least 75% of faculty in professional development by June 2026.

- + Under Alternative Course Delivery
 - Initial data from academic year 2024-2025 has been compiled by IR and is being analyzed."
- + Under Additional Updates Title III
 - New Project Director Title III Grant, Theresa Groth, started on November 14 with Jason Tucker facilitating orientation to this role.
- + Technology
 - Workshops Held: In-Person: 0 sessions Zoom: 0 sessions Video Hits: 6
 - Student Support: Email: 3 Phone: 4 In-Person: 0
 - Faculty Support: Email: 3 Phone: 1 In-Person: 0
 - Staff Support: Email: 0 Phone: 0 In-Person: 2
 - Additional Projects:
 - Fillable PDF requests: 0
 - Canvas Masters: New: 0 Modified: 5
 - Course Evaluation Setup: Preparing for Session B
 - CWO class setup: 20
- + Retention and Access Coordinator: (09/15/25 – 09/26/25)

- 1:1 Support Sessions: 20
 - Probation Students: 14
 - Aviso Referrals: 01
- Student Groups: 00
- Faculty Sessions: 08
- Events/workshops held: 02
 - 10/14/25: Ace That Exam Workshop In-Person. # of attendees: 06
 - 10/21/25: Ace That Exam Workshop Online. # of attendees: 02

07_ Registrar (Student Records)

Increase student usage of Colleague planning tools by 30% and reduce certificate processing time by 50% by June 2026, while improving satisfaction scores to $\geq 80\%$ (students) and $\geq 85\%$ (advisors).

- ✚ *All but one course has submitted first week attendance. Delay in reporting has caused downstream bottlenecks and delays*
- ✚ *Curriculum Track to assist students and advising is in process*
- ✚ *Self-Service FERPA form has been activated, roll-out will start within two weeks allowing for increased security as well as mitigating the need for trips to campus*

08_ Student Support Services

1) Raise TRIO retention to 70%, tutoring visits by 20%, career services visits by 15%, and Specialized Support Services visits by 25% through focused outreach and embedded services by May 2026. 2) Launch student survey in Fall 2025 and improve Spring 2026 satisfaction by 10%.

- ✚ *Currently finalizing enrollment numbers for 2024-25 performance period. The TRIO program is funded to serve 140 students. Ace That Exam: Test-Taking Strategies for Midterms/Finals Workshop held on 10/14 and 10/21 (virtual). A total of 7 TRIO students attended. Scheduling academic evaluation and advising meetings with FA25 students.*
- ✚ *For the time period of 10/11 to 10/24: Visits to tutoring = 13 ; Hours = 21.75; Unique students = 9 ; Referrals = 7 ; Top 3 Subject Areas: Chemistry, Nursing, English*
- ✚ *The office of Disability Services responded to 5 Alerts(s)/Referral(s) to the office; registered 1 new student(s) for accommodations for courses for FA25 during the time period of 10/11 to 10/24. Current active students registered with the office is 67.*
- ✚ *Ellie Jindra has been hired as the Career Pathway & Internship Coordinator. Her office is located in Fallerius 072B and her extension is #4786.*
- ✚ *A video focused on highlighting the college's NCSCares Pantry was filmed on 10/23 featuring a student who utilizes the resource. Calculators loaned for the term = 19; Computers currently loaned for the term = 73; Students receiving Weekend Food Boxes = 10 (during the reporting period).*

09_ College Credit Plus

1) Increase CCP student enrollment by 1% over the previous academic year and 2) ensure 50% of CCP students are on a documented pathway plan by May 2026.

- ✚ *Following the Fall Session B Non-Attendance drops, CCP Early College Enrollment for FA25 remains well above FA24 in all categories!*

Comparison Summary as of 10- 22-25:

- FA25 Applications (1,081): +5.57% over prior year
- FA25 Enrolled Students (1,360): +6.54% over prior year
- FA25 Credit Hours (9,763): +11.88% over prior year
- FA25 Avg. CH per student (7.18): +5.02% over prior year

✚ This massive village effort led to the College meeting the FA25 Semester Goal of 22,000 Total Credit Hours! Great job everyone!

Following Non-Attendance drops, the College has 21,857 credit hours and 2643 total students enrolled for FA25.

- CCP Early College students comprise **51.2% of our student body this term**
- CCP Early College students comprise **44.2% of our enrolled credit hours this term**

✚ Thank you to the committee for the CCP Advisor search. We had several solid candidates and are delighted to share that we've found our newest team member, who joins us October 27.

10_ Academic Support Services (Center for Teaching Excellence)

Increase Canvas Master Courses by 50% (from 37 to 56) and engage one program from each division in course design review by June 2026.

✚ CANVAS MASTER COURSES:

Courses completed to date:

- 50 Complete
- 6 In progress

Courses in progress:

ACCT-2050, HMSV-1020, EDUT-1010, EDUT-1370, EDUT-3090, EDUT-3090

✚ COMPLETED COURSE REVIEWS:

<u>EBC:</u>	<u>Health Science:</u>	<u>Liberal Arts</u>
•	• RADS-1121 • RADS-1151 • RADS-1170 • RADS-1175	•

Reviews in progress, not yet completed:

- RADS-1251, RADS-1270

Reviews planned for Fall 2025:

<u>EBC:</u>	<u>Health Science:</u>	<u>Liberal Arts</u>
•	• RADS-1275 • RNUR-1012 • RNUR-1014 • RNUR-1052 • RNUR-1054 • RNUR-1060	•

Additional Activities

✚ **Faculty Development:**

- **Opposite of Teaching: Teaching for Integrity in the Age of AI Faculty Book Clubs**
 - Co-author & leading academic integrity expert Dr. Tricia Bertram-Gallant (UC-San Diego) will be virtually joining NCSC book club 11/5 for Q&A +recording for a Facilitator podcast ep.
 - wk of 10/13/25 discussed Chapter 3 Designing Courses for Integrity (11 faculty)
 - wk of 10/20/25 – discussed Ch. 4 – Designing Assessments for Integrity (TBD)
- Consulted with Dr. Michael Reder at Connecticut College on adopting their peer-peer mentoring 1st year teaching seminar model as [published in To Improve the Academy journal.](#)
- New Faculty **Teaching Square** held final ‘SquareShare’ wrap 10/14
- **6 NCSC Teaching Skills Toolbox Badges earned 10/11-10/24:**
 - **Teri Brannum**, EDUT: Teaching Skill 4 Cognitive Load Mgmt. EXPLORER (10/17)
 - **Alicia Gobble**, HMSV: Teaching Skill 6 Tech Pedagogy EXPLORER (10/17)
 - **Heather Pohlabe**, COMM: Teaching Skill 6 Tech Pedagogy PRACTITIONER (10/17)
 - **Danielle Reith**, EDUT: Teaching Skill 4 Cognitive Load Mgmt. EXPLORER (10/17), Skill 5 Basic Tech PRACTITIONER (10/14) & Skill 6 Tech Pedagogy PRACTITIONER (10/14)
- **3 Teaching Skills Toolbox Faculty Workshops** offered 10/11-10/24 (6 participants)
- **1 Facilitator Teaching Tips Podcast episode** posted 10/11-10/24 – “AI Detector Tools” (9 downloads | 8 Listeners)

BUSINESS SERVICES

11_ Accounting Services

Collaboratively update 100% of financial aid and business office policies and procedures by June 2026 and complete a comprehensive policy manual to support compliance and reduce barriers to enrollment.

✚ *Accounting Services was busy getting year end financials done for the audit and the state.*

12_ Financial Aid Office

Collaboratively update 100% of financial aid and business office policies and procedures by June 2026 and complete a comprehensive policy manual to support compliance and reduce barriers to enrollment.

✚ *Office went to Pioneer Career Center for FAFSA assistance night. Assisted four students in completing FAFSA. Only one was interested in attending NCSC.*

- ✚ Office did financial aid presentation at Crestview high school. Only three families attended, none were planning on attending NCSC.
- ✚ Had meeting with folks at Ellucian on SAP process as it has not worked properly since conversion.
- ✚ Office did transmittal of "B" course aid.

13_ Facilities Management

Complete all listed capital repairs and renovations, including Fallerius and Health Sciences buildings, by June 30, 2026, ensuring physical campus readiness for instructional needs and safety.

✚ Fallerius Renovation Project

- *Timeline 2025 / 2026*
- **Status Update:** New floor plans and framing are in the process of completion, rough in electric and plumbing are ongoing. Phase one is ahead of schedule. Completion of phase one is set for February 2025

14_ Information Technology & Information Systems

Achieve and sustain a 60% call answer rate and respond to helpdesk tickets within an average of 3 work hours by June 2026 to improve internal and student-facing service.

- ✚ From 10-13-25 to 10-24-25
 - *Call Answer Rate: 65 completed out of 157 inbound calls - 41.4%*
 - *Ticket Response Time: 5 hours 09 minutes*

15_ Child Development Center

Maintain weekly enrollment tracking, document inquiries by funding source, and report on progress toward CDC expansion to support family access to on-campus childcare by June 2026.

Enrollment Tracking for week of October 10, 2025				
Class (Room)	Maximum Enrollment	Available Slots	Filled Spots	Notes
Adventure (39)	8	0	8	
Imagination (21)	8	0	7	One child moved to preschool. New student to begin in November
Puddles (24)	8	0	7	One Child Transitioned. New child begins in late Oct.
Fascination (27)	8	0	7	One child moved to preschool. New student to begin in November
Journey (29)	21	0	20	1 child will transition in Nov.

Sunshine (32)	21	0	21	
Homebase	28	0	28	

Inquiries by Funding Source		
From October 13th to October 24 th		
Private Pay 19 Families 2 Additional Families Called	PFCC/Voucher or Early Head Start or ODE Grant 7 Families 0 Additional Family Called New PFCC Rules have/will continue to impact PFCC family's eligibility.	Unknown 10 Families 0 Additional Families Called
	Waitlist Families: Families who have been on our waitlist for 1 Day to 2.5 yrs.	
Private Pay Infant/Toddler 26 Preschool 6	PFCC/Voucher or Early Head Start or ODE Grant Infant/Toddler 10 Preschool 9	N/A

Yellow Highlights show change in family inquiries about enrollment since the last report.

CDC Expansion Summary
Narrative~ No Updates

16 Development (Foundation, Major Gifts and Rentals)

1) Raise \$442,560 in Emerald Club funds, add 2 new scholarships, and secure 2% growth in major gifts by June 2026. 2) Generate \$37,000 in rentals by June 2026 and finalize Preferred Partner rental packages and marketing materials.

✚ \$152,000 YTD Emerald Club

✚ \$75,000 pledged to come in this quarter, along with \$50k of the new \$150,000 individual donor pledge

✚ Rentals income has \$38,000

✚ *Foundation Nursing program nursing students covered:*

- PN 24
- RN 20
- BSN 8

17_ Workforce Development

Grow Workforce revenue by 5% and credit apprenticeships by 5% by June 2026 through new programming in maximizing Tech Cred, AI, leadership, and Unmanned Aircraft Systems (UAS).

✚ *A Rapid Response Job and Educational fair is being held on Friday, November 7 with 20 employers*

✚ *A new potential partnership is being explored with an Amazon provider*

✚ *Phlebotomy – Community cohort is complete. TurboCert students are 50% completed.*

✚ *Drone Turbo Cert – A community cohort is planned for early 2026*

✚ *Excel 2.0 launched at the Crawford Success Center following strong demand for Excel 1.0.*

✚ *Eagle Crusher – Microsoft Suite Training finalized for Nov. 18–Dec. 9.*

✚ *Gorman-Rupp – Servant Leadership “The Rupp Way” begins Oct. 28.*

✚ *PSC Craning & Drilling developing an extensive company-wide training plan (scheduled).*

✚ *CNG exploring reinstatement of the Polymer Certification Program as a feeder pipeline.*

✚ *Ohio TechCred promotion underway ahead of Nov. 3–Dec. 2 round; new employer guides created and personal walk-throughs offered to simplify participation.*

✚ *Drone program sign-ups for January now active; 3 applicants received.*

18_ Crawford Success Center

Increase Crawford Center non-CCP headcount and credit hours by 5% each and raise \$35,000 in scholarships by June 2026.

✚ **Recruiting** – *Hosted 100+ 8th graders for Crawford County WAGE Tours on October 16 in collaboration with Leesa Cox & Andrew Shella, presented to Colonel Crawford seniors 20+ interested students, and hosted CCP info day at the CSC on October 21 with ~10 in attendance*

✚ **Scholarships for Success:** *Gathering auction items from the local community, determining sponsors and logistics for the event*

19_ Institutional Research

Promote a culture of data-informed decision-making across the College by launching annual academic data reports, publishing at least four “IR Quick Bytes,” and providing ongoing data literacy training through a minimum of 10 office hour sessions and targeted presentations. Aim to reach at least 50% of full-time employees through these efforts and achieve a minimum of 25 combined views on video-based training content by June 2026.

- ✚ *We have offered a few open house or office hours type sessions , but have had little response so far. We will be available 11/4/2025 from 9 am to 11 am here:*
- ✚ <https://ncsc.zoom.us/j/83717496493?pwd=t9QP9jgWa6nyva0ErkE4w9Eh5meBbV.1>
- ✚ *If we continue to have little participation, we will make some changes to the format before the next session (11/18/2025).*
- ✚ *We have started on the first edition of the IR newsletter and hope to send that out early in the week of 11/10/2025. It will focus on retention.*

20_ Grants

Submit and secure at least three competitive grants of \$100,000 or more by June 2026 from diverse state and foundation sources.

- ✚ *While not for external publication yet, we have been awarded an **Achieving the Dream/Gates Foundation grant** for \$500,000 to test a new cloud-based system to better ingest, store, align, and output data from Colleague, Canvas and Watermark. Many thanks to Information Technology, Information Services and Institutional Research, who contributed for a winning pitch. The 2-year award is intended to provide additional internal capacity during the project and fund project-related travel. Outside of this, the project will fund software/network consulting and development and direct coaching from ATD.*
- ✚ *We are working on a state grant to better integrate AI for instructional purposes, due Nov. 14. Thanks to the many contributors so far.*

21_ Human Resources

1) Conduct structured 30/60/90/6mo/1yr check-ins and two tenure-based focus groups to improve onboarding and employee engagement by June 2026. 2) Achieve at least a 90% completion rate for scheduled milestone check-ins with new hires. 3) Conduct 2 focus groups annually.

- ✚ *For the period of 10/12/25 – 10/25/25 100% of check-ins completed (1)*
- ✚ *New hires/new positions: 10/12/25 – 10/25/25*
 - *David Wright – Work-Based Learning Specialist*
 - *Russell Lloyd - Work-Based Learning Manager*
 - *Theresa Roth-Groth – Title III Project Director*
 - *Ellie Jindra – Career Pathway & Internship Coordinator*
 - *Becca Palmer – Staff Accountant*

22_ Marketing and Public Relations

Capture 1,320+ inquiries (10% increase), support app-like functionality on web, meet state/federal compliance (SB1), and maintain 100% timely updates of program info and responses by June 2026.

- ✚ *Inquiries through September 23rd: 883*
- ✚ *Compliance: Syllabi accessibility/SBI – Additional revisions in place for Session A, Session B and 16-week courses*
- ✚ *Program information updates: New employment and salary estimates for programs/degrees provided by Tom/IR – Thank you!*
- ✚ *Additional items of interest: BASMET 2+2 and You Belong Here are running.*

23_ Faculty Caucus

Increase faculty usage of Aviso notes by 8% and alerts by 5% by June 2026 and develop one small-scale faculty recruitment event pilot.

- ✚ *Faculty Caucus discussed AI and the new AI committee. We discussed the idea of having AI training at the college and more specific to our needs*
- ✚ *Faculty Caucus discussed the advising policy and using AVISO. Faculty can use the referral option within AVISO for students seeking tutoring or financial aid assistance*

24_ Staff Caucus

- 1) Host all scheduled caucus meetings, increase internal staff engagement (communication and participation) rates by 25%, 2) organize a joint discussion with Faculty Caucus to explore customer service improvement and retention ideas by Spring 2026.

- ✚ *Staff Caucus met on 10/22/25 for our 2nd meeting of the new academic year. We still want to increase participation rates by 25% moving forward. For the remainder of 2025, the plan is to continue holding meetings remotely via zoom.*
- ✚ *Staff in Service training ideas were again discussed, and a new idea was brought forward. One of our original two was possibly not doable, so we were tasked with doing more brainstorming.*
- ✚ *Microsoft Suite tips and tricks*
- ✚ *We plan to poll all of the staff via an email to get one more round of ideas.*
- ✚ *Next meeting will be held Wednesday 11/26 @ 10:00am on Zoom.*