2025-2026

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 November 10, 2025 to November 21, 2025

*** Next Report is due Friday, December 5, 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*
  - *Ontario High School*
  - *Wooster High School*
  - *South Central High School*
- *We hosted the following events:*
  - *We also completed our Kehoe Open house on 11/13*
- *We averaged around 30 admission appointments phone/in-person over the last two weeks and scheduled 33 advising appointments.*
- *We sent out over 600 TFS flyers to CCP students who currently qualify for TFS inviting them to apply for the scholarship.*
- *We met with Ellie Jindra the new Career Services Specialist and discussed way we can integrate her more in our admissions process earlier to connect students who aren't sure about what program they want to study.*

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.

- ***Placements by June 2026***
  - *Metric: Quantitative – Student Success*
- ***Co-op/Internship Materials***

- o *Brandel Supplied copies of the materials she uses to establish internships and co-ops with local employers. Gathered and reviewed Career Services Co-op and internship forms and documentation.*
- ⊕ ***Work-Based Learning Manager***
  - o *Russell Lloyd, Work-Based Learning Manager, began his position on October 13, 2026. He brings extensive engineering and project management experience from tier-one automotive suppliers and the sporting goods industry. Russell will focus on expanding co-ops, internships, and tracking initiatives. His initial weeks involve meeting college stakeholders, orienting to higher education processes, and engaging with local employers. Engaged with employers in collaboration with Cory Monica at the following event.*
    - o *Ohio Manufacturers Association Workforce Summit*
    - o *Discover Richland Economic Development Tour*
    - o *Jay Industries scheduled visit.*
    - o *Charter Next Gen meeting and tour of IST lab and Machining Center*
  - o *David Wright, Work-Based Learning Specialist, began on October 20, 2026. Formerly a part-time IST Lab Technician, David will continue lab support while advancing the electrical-mechanical maintenance technician curriculum and competency-based education processes. He brings 30+ years of experience from the Navy, small business ownership, and industrial supervision.*
    David is reviewing and revising the EMMT and ELET course curriculum including the NEC, Microcontrollers, and Process Control courses. He endeavors to get all EMMT and ELET course shells uploaded into CANVAS to reduce the dependence on the Amatrol LMS.
    David is also reviewing and prioritizing equipment replacement, repair, and additions in the IST lab. He is focused on PLC, HMI, electrical panel wiring, and process control.
  - o *These positions are grant-funded through the North Ohio Manufacturing Partnership under the Strengthening Community Colleges 5 DOL Grant, supporting the expansion of earn-and-learn opportunities.*

- ⊕ ***Regional Manufacturing Coalition***:
  - o *On October 17, Andrew presented on the importance of experiential learning (co-ops, internships, and pre-apprenticeships). He promoted early internship opportunities for juniors, introduced Russell Lloyd as the new Work-Based Learning Manager, and noted TechCred as a resource for apprenticeship and mentoring support.*

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 and Outreach
- ⊕ *Kehoe Center Events*
  - ⊕ *October 2–3: Hosted approximately 220 sophomore students for Manufacturing Day from Crestview, Northmor, and Shelby High Schools. Students participated in demonstrations across the Machine Shop, Engineering Technology Shop, and IST Lab, and viewed the Integrated Engineering video. Special thanks to Chris Harriman, Fisher Kalb, Andrew Shella, Kevin Smith, Dave Boehler, and Darcy Tenney. Tour guides included Brooke Miller, Vickie Kissel, Sarah Grissom, Abby Crager, Jerry Bell, and Robert Wappner.*

- o *November 6: Upcoming tour for 63 Crestview 8th graders, hosted at Kehoe due to a CCP event on main campus. Includes an age-appropriate presentation introducing Liberal Arts, Health Sciences, and EBC programs, along with CollegeNow Business, Engineering, and Cybersecurity videos. Faculty participants include Dave Koepke (Police Academy), Morgan Baker (Digital Media), Dave Boehler, Kevin Smith (IST Lab), and Jerry Bell (Admissions). Tour guides include Brooke Miller, Vickie Kissel, Abby Crager, and Sarah Grissom.*
- o *November 13: Preview days. Jerry Bell and the Dean gave individual tours to a student interested in VCMT and a student interested in Criminal Justice. The students were accompanied by their parents and all seemed engaged.*
- o *February 2026: Kehoe will host approximately 188 Lexington Freshmen for an EBC-focused event, including program overviews, videos, and demonstrations in Criminal Justice, Engineering Technology, Digital Media, and IST Lab. Admissions will cover CCP opportunities.*
- *Crawford Success Center*
  - o *October 2: Hosted similar Manufacturing Day tours. October 16: Provided tours and CCP presentations for 25 Buckeye Central, 40 Colonel Crawford, and 38 Wynford eighth-grade students.*
- *College-NOW Program*
  - o *Darcy Tenney is collaborating with Maggie Traynor to update the College-NOW recruiting video. Footage was captured in Jonathan's ELET 1510 lab, with additional filming scheduled for Alex's MECT 2905 class on November 14. She is also working with Pioneer Marketing to update College-NOW handouts and coordinating with Caleb DeVore, a former College-NOW and current BASMET student, for a Richland Source feature interview.*
- *Institute of Management Accountants (IMA) Student Chapter*
  - o *First Meeting: September 25, 2025 – led by Professor Donna Kittle. Guest Speaker Ali Craven (PricewaterhouseCoopers) presented on Excel efficiency and professional use. Faculty attended in support of Business and Accounting students. The IMA is a global network of over 300 student and professional chapters offering the Certified Management Accountant (CMA) credential.*
  - o *Financial Literacy Training, November 4, 2025, 11:30–1:00, Kehoe Room 164.*
- *Course Repository and Access*
  - o *Concerns were raised regarding new faculty access to archived course content. Alex West contacted Shella to request access to prior engineering course materials. Shella proposed limited Canvas Admin access for Program Coordinators to their program's archived courses, with Alex as the test case. Once granted, Alex will copy courses to sandbox shells for faculty review and potential replication.*

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

- *October 8, 2026: Andrew and Chris met to revise syllabi and advising plans for Tool and Die and CNC Operator certificates. They are preparing new prerequisites and course sequences for Curriculum Committee review. Chris recommended mandatory OSHA 10 training early*

in all manufacturing programs. Documents for course changes and certificate changes being prepared for Curriculum Committee submission.

MTOM program review documented decline in enrollments and focused on the efforts above to revitalize the program. The Program Review Committee will meet again on December 5 to discuss the future of the program further.

The IST staff and David Wright have spoken to several students about continuing into the MTOM AAS from their apprenticeship/certificate program. The Dean and division academic staff will follow up with these potential students to engage them in the program. Brooke Miller developed an ATS plan for a student and showed him how he could be eligible for another AAS with only a few more classes before she left for vacation.

- *Apprenticeship and Employer Outreach*
  o *The EBC academic division has collaborated with Workforce development to meet with the following companies regarding current apprenticeships, scheduling, future cohorts, and expanding services: Arcelor Mittel, Gorman Rupp, Jay industries, Eagle Crusher, Hess Industries, and Lakepark Industries.*
  o *Meet with Jay Industries and Charter Next Gen to discuss past, current, and potential programs in the future. We will follow up over the next couple of weeks.*

- *Strategic Project: AI Credential Pathway*
  o *Development Plan: Initial phase includes an AI-focused certificate (Business with IT components). Long-term vision: stackable pathway toward associate and eventually bachelor's degree. Draft certificate due October 3. Most courses will draw from existing offerings, with 1–2 new AI-related courses under review.*
  o *Progress: Faculty refining curriculum to integrate AI across current courses. Labor market analysis shows limited regional demand but stronger results in Franklin County and online. Dr. Diab emphasized an affordable, fully online, stackable pathway modeled after College-NOW Engineering. Focus: practical AI applications in business/industry with foundational SQL and IT skills. Curriculum has been submitted for review at the December Curriculum Committee meeting.*

- *Fall 2025 – MECT 3910/4910: AI Integration Pilot*
  o *Instructor: Mike Beebe. Negotiated trial use of Leo, an AI engineering design co-pilot powered by the Large Mechanical Model (LMM). Leo interprets text, sketches, 2D/3D models, and product images to assist design, analysis, and documentation. Benefits include instant concept generation, context-driven responses, and AI-assisted collaboration. This prepares students to apply AI in engineering design and innovation, blending human creativity with AI-powered efficiency. The students will be presenting how they used the LEO AI software to design, build and test a popsicle bridge. They will be comparing the method they used with inventor vs. the one design with the help of the AI software. The meeting starts at 4:30 pm On November 24, 2025.*

03_ Health Sciences Division

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

Health Science	# day 14 enrollment	Course Goal	Students Enrolled	Retention %
Course	8/25/2025	90% or greater	As of 10/9/25	

Chem 1030	*47*	*43*	*44*	*93.6*
BIOL-1230	*62*	*56*	*59*	*95.2*
BIOL-1550	*92*	*83*	*89*	*93.5*
BIOL-1730	*28*	*23*	*28*	*96.4*
BIOL-2751	*156*	*141*	*130*	*83 %*
PHTA-1070	*17*	*16*	*Session A*	*100*
PHTA-1040	*13*	*12*	*13*	*100*
PNUR-1012	*20*	*18*	*20*	*80*
RADS-1170	*22*	*20*	*Session A*	*95.4*
RADS-1175	*21*	*21*	*21*	*100*
RESP-1110	*15*	*14*	*15*	*93.3*
RNUR-1012	*69*	*62*	*Session A*	*98.5*
RNUR-1014	*62*	*56*	*62*	*100*

HS Enrollment Goals						
HS Program	*Max #*	*Applications submitted*	*2025 % total and # of apps goal*			*to date*
		5/1/2025	*05/01/2026 Goal %*	*Goal # up 5%over last year*	*11/07/2026*	*% of max #*
LPN/RN ART	*32*	*30*	*100%*	*32*	*20*	*62.5%*
BSN	*FT 15*	*5*	*40%*	*6*	*0*	*0%*
RN	*88*	*71*	*85%*	*75*	*4*	*4.5%*
PN- PM/SU	*32*	*32*	*100%*	*32*	*39*	*122%*
PN-Trad/FA	*24*	*11*	*50%*	*12*	*3*	*12.5%*
PTA	*20*	*9*	*50%*	*10*	*0*	*0%*
RADS	*22*	*52*	*100%*	*22*	*13*	*59%*
RESP	*24*	*14*	*63%*	*15*	*3*	*8.3%*

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.

   + *Continued meetings with faculty to incorporate AI into Liberal Arts course.*
   + *Met with area technical high schools to discuss articulation agreements.*
   + *Met with Colonel Crawford High School to discuss possible offering of new CCP course.*

- *Attended Lightcast training to better understand the program's capabilities to help with program building..*

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.

- *The Quality Initiative Proposal for HLC has been submitted. Mr. Andrew Lootens-White responded to let me know that we should have a response from HLC within 2 months, but most likely within 1 month. I will be sending out the reminder to complete the CWO rubrics and the end of the session survey on Monday Nov. 24th. I have begun collecting the details on which Professional Soft Skills are being assessed and where from each program. Shella Seckel is assisting Program Coordinators if they would like specific PSS rubrics deployed in specific courses. I have run a test in Canvas and determined that I can pull this data and provide Pivot charts and graphs for PSS to give to Program Coordinators.*

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*
  - *Initiated analysis verifying conversion of courses to eight (8) week sessions to date.*
  - *Work with IR to identify additional data elements to measure student success for Years 1-3.*
  - *Fall 2025 Title III Steering Committee meeting completed. Identified opportunities for expanded OER integration into courses.*
  - *Initial planning for timeline related to Summer 2026 Faculty Projects Under Additional Updates Title III*
- *Under Additional Updates Title III*
  - *Presented proposal to College Leadership for Keynote Speaker at Convocation for Summer, 2026.*
  - *Initiated process to secure additional laptops for Laptop Loaner Program*
  - *Received communication related to transition of Title III Grant program from Department of Education to Department of Labor*
  - *Validated Year 4 Title III Grant funds and budget*
- *Technology*
  - *Workshops Held: In-Person: 0 sessions   Zoom: 0 sessions   Video Hits: 4*
  - *Student Support: Email: 0   Phone: 1   In-Person: 0*
  - *Faculty Support: Email: 2   Phone: 0   In-Person: 0*
  - *Staff Support: Email: 5   Phone: 1   In-Person: 3*
  - *Additional Projects:*
    - *Fillable PDF requests: 0*
    - *Canvas Masters: New: 0   Modified: 10*
    - *Course Evaluation Setup: Session B In-Process*
    - *Syllabi Upload: Most of Fall 2025 complete*

- ▪ *CWO class setup: 0*
- ➕ *Retention and Access Coordinator: (09/15/25 – 09/26/25)*
  - ○ *1:1 Support Sessions: 08*
    - ▪ *Probation Students: 22*
    - ▪ *Aviso Referrals: 03*
  - ○ *Student Groups:*
    - ▪ *Group Name: # of attendees:00*
  - ○ *Faculty Sessions: 10*
  - ○ *Events/workshops held: 02*
    - ▪ *11/10/25: Registration Only Workshop Online #of attendees: 01*
    - ▪ *11/19/25: New Student Orientation Workshop In Person # of attendees: 16*
    - ▪ *11/19/25: TRIO Event: 19*

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 ≥80% (students) and ≥85% (advisors).

- ➕ *All Session B midterms accounted for*
- ➕ *New Scanning account set-up near completion, details to follow once demo is finished*
- ➕ *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%.

- ➕ *First Gen Celebration scheduled for Thursday, November 20! Currently finalizing enrollment numbers for 2024-25 performance period. The TRIO program is funded to serve 140 students. Accepting students for 2025-2026 performance year.*
- ➕ *For the time period of 11/08 to 11/21: Visits to tutoring = 15 ; Hours = 15.75; Unique students = 12 ; Referrals = 5 ; Top 3 Subject Areas: Chemistry, Radiology, Nursing*
- ➕ *The office of Disability Services responded to 3 Alerts(s)/Referral(s) to the office; registered 0 new student(s) for accommodations for courses for FA25 during the time period of 11/08 to 11/21. Current active students registered with the office is 69.*
- ➕ *Christine Lynch, Sr. Vocational Rehabilitation Counselor (VRC) and College 2 Careers Counselor (C2C) with Opportunities for Ohioans with Disabilities (OOD), is located in the Health Sciences building, room 124. She can be reached at Christine.Lynch@ood.ohio.gov or Office- 419-747-3000/Cell- 419-989-3084*
- ➕ *The college provides free career assessments to students through Career Coach (click here). Ellie Jindra is available to meet with current students to discuss results from these assessments.*
- ➕ *A Daily-Living Needs survey was recently launched to help identify students who may be at risk of not having certain areas of basic needs met. The survey asked students to categorize 10 areas as "no risk, some risk and big-time risk". Based on responses, interventions and a communication campaign were set into action. One of the goals is to better connect students, who may be at risk related to basic needs, with the college's Resource Navigator. 16 surveys*

have been completed. Calculators loaned for the term = 16; Computers currently loaned for the term = 72; 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.

- ~~*The CCP Team recently welcomed a new CCP Advisor – please welcome Rachel Kral to NCSC! Rachel is jumping in and doing a great job.*~~
- ~~*CCP Information Sessions have started, toward 26-27 CCP Enrollment. We recently participated in Pioneer Career Technology Center's night.*~~
- ~~*Following 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 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*~~

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:
  - *52 Complete (ACCT-2050)   (BUSM-1260)*
  - *6 In progress*

  Courses in progress:
  HMSV-1020, EDUT-1010, EDUT-1370, EDUT-2080, EDUT-2090, HIST-1070

  Courses in review process:
  HMSV-1150, HMSV-2050, RNUR-4040, RNUR-4030, HIST-1055, SPAN-1010

- *COMPLETED COURSE REVIEWS:*

EBC:	Health Science:	Liberal Arts
•	• *RADS-1121*	•

	• *RADS-1151* • *RADS-1170* • *RADS-1175*	

Reviews in progress, not yet completed:
- o *RADS-1251, RADS-1270*
- o *RNUR-1012, RNUR-1052*

Reviews planned for Fall 2025:

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

Additional Activities

- **Faculty Development:**
  - o [**Opposite of Teaching: Teaching for Integrity in the Age of AI**](#) **Faculty Book Clubs**
    - *wk of 11/10/25 discussed Chapter 6 "Protecting Assessment Integrity"*
    - *wk of 11/17/25 concluded with final meetings on Chapter 7 & Conclusion + Take Aways*
    - *Proposal sent to admin to book co-author Dr Bertram Gallant for Aug 7, 2026 Teaching Exchange remote keynote*
  - o **5 Teaching Skills Toolbox Faculty Workshops** *offered 11/8-11/14 (3 participants)*
  - o **0** [**Facilitator Teaching Tips Podcast**](#) **episode** *posted 11/8-11/14*
    4 downloads | 4 Listeners
  - o **Facilitator All Faculty tips e-newsletter** *sent 11/14 to All Adjunct & FT Faculty*
  - o **1ˢᵗ Year Faculty Teaching Peer-Peer Mentoring Seminar (based on CT College model)** *proposal approved by CTE-Steering Committee and sent to Faculty Caucus for Input*
  - o **EBC Division Teaching Circle** *Recruitment launched for Spring.*
  - o *New faculty resource module pushed to Spring 2026 courses*
  - o *AI Usage Survey sent to all faculty & staff to continue to gather feedback*
  - o *AI Minute Monday activities reviewed & approved to begin in January 2026*
  - o *AI Policy in final stages of approval to go to cabinet*
  - o *AI User Group approval to begin building resources & approval*

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.

- *Policy 17-151 and policy form 17-151a were reviewed and no changes were necessary.*

- *Audit requests are still coming in and they should be finishing up by the end of November.*

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.

- *Worked the spring 2026 dereg list from the cashier. Reached out to students on next steps*

- *Followed up with TFS who are not registered FT in SP2026*

- *Attended New Student Orientation*

- *Worked NSO file and reached out to all student who don't have FAFSA or still need documents*

- *Trained a new employee at the college on FA basics*

- *Worked on the Financial Aid Policy and Procedure manual*

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:*** *Demolition is 90% completed, 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 2026*

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 11-10-25 to 11-21-25*
  - *Call Answer Rate: **57 completed out of 113 inbound calls - 50.4%***

- *Ticket Response Time: **4 hours 37 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 the period ending November 21, 2025				
Class (Room)	Maximum Enrollment	Available Slots	Filled Spots	Notes
Adventure (39)	8	0	8	
Imagination (21)	8	0	8	
Puddles (24)	8	0	7	One child moved to preschool. New student to begin in November.
Fascination (27)	8	0	8	
Journey (29)	21	0	21	
Sunshine (32)	21	0	21	
Homebase	28	0	28	

Inquiries by Funding Source From November 10th to November 14th		
Private Pay 19 Families 5 Additional Families Called	**PFCC/Voucher or Early Head Start or ODE Grant** 7 Families 3 Additional Family Called New PFCC Rules have/will continue to impact PFCC family's eligibility.	**Unknown** 10 Families 2 Additional Family Called
	Waitlist Families: Families who have been on our waitlist for 1 Day to 2.5 yrs.	
Private Pay Infant/Toddler 29 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 to Report.

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.

- *$182,864.04 in on a $442,560 goal (FY26 plan to increase donations by 5% YOY)*

  - *Increase annual gifts – New gifts Requested - $75k for OB mannequin, $75k for Respiratory Therapy , $50,000 for criminal justice scholarship, $27,884 for Lathe equipment, $20,000 for foundation nursing support, $15,000 for LPN to RN*

  - *Increased the results of Richland Gives by 5%, plan is in motion*

  - *Increased scholarships by 5%, met this metric with the new Innovation Grant, making Criminal Justice scholarship ask.*

  - *Implemented phlebotomy program*

  - *Grant funded 10 workforce laptops*

  - *Next community drone program launches in January 2026*

  - *Holiday gifts going to major and principal gift donors*

  - *Rapid Response job and education fair resulted in 22 business partner, 78 job seekers signed in, and Avita hired three individuals per our partner, alone. Nate helped register some potential students at NCSC. Evaluating doing this again in 2026 in response to job downsizing.*

Rentals income FY26 $36,704.00 on a $38,000 target FY27 $3,475.00
Foundation Nursing program nursing students covered Fall 25:
- PN 24
- RN 20
- BSN 8

17_ Workforce Development
Grow Workforce revenue by 5% and credit apprenticeships by 5% by June 2026 through new pro-gramming in maximizing Tech Cred, AI, leadership, and Unmanned Aircraft Systems (UAS).

- *CNG (Charter Next Generation Films) – Early-stage discussions on apprenticeships, CollegeNow/CCP pipelines, and plastics/advanced materials pathways. Strong employer interest and expanding opportunity.*

- *Ohio TechCred outreach has accelerated significantly; Workforce created simple step-by-step guides and is providing direct employer walk-throughs. Increased traction with Eagle Crusher, Ohio Tool Works, Taylor Metal Products, Stoneridge, and others.*

- *Eagle Crusher continues to serve as a major advocate due to repeated success with TechCred; highlighting up to $120,000/year reimbursement potential for employers.*

- *Timken Lab – AC/DC Electrical course demand continues rising; 7 applications already received for December. Taking steps toward monthly offerings and preparing an employer needs survey for additional technical courses (PLCs, motors, pneumatics, industrial safety).*
- *Drone Program – January 2026 community cohort building strong momentum with 5 confirmed applicants; program positioned as a strategic training pillar with FAA Part 107 alignment.*

- *Leadership & Supervision series in development for monthly community offerings, complementing employer-specific leadership programs delivered across Kehoe, Ashland, and Crawford.*

- *Microsoft Excel training demand remains strong; Excel 2.0 scheduled for Dec. 11 at CSC and Excel 1.0 set for back-to-back sessions at Richland and Crawford.*

- *Expanding employer partnerships across the region, generating new training opportunities and supporting workforce recruitment.*

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 – Facilitated application day for high school TurboCert students at the CSC, established December visits to all 6 Crawford County high schools in tandem with Community Foundation for Crawford County*

- *Scholarships for Success: Gathering auction items and working with table sponsors, committee has selected a leadership award winner*

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.

The first edition of the IR newsletter was published to our public SharePoint & is available here: QuickBytes 2025-26 Vol. 1.docx. The topic is preliminary retention and included the following chart and a discussion of some gaps in retention rates.

Preliminary Retention Rates by Cohort
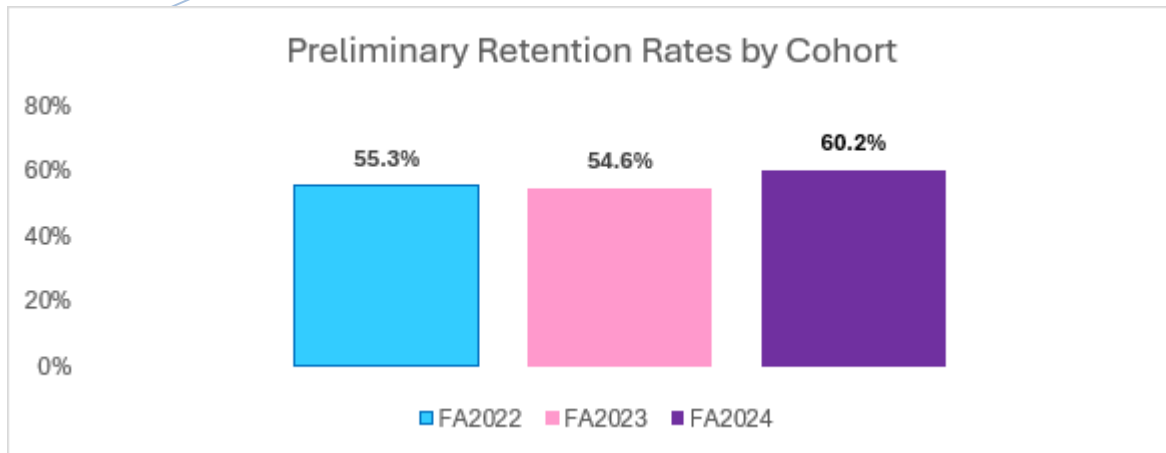
We have begun producing and distributing registration comparison reports for SP2026. They are available here: ☐ SP2026. As of 11-23-2025, we are up over a comparable date for SP2025.

We have offered a few open house or office hours type sessions but have had little response so far. We will be available 12/02/2025 from 9 am to 11 am here:
https://ncsc.zoom.us/j/83717496493?pwd=t9QP9jgWa6nyva0ErkE4w9Eh5meBbV.1
If attendance does not pick up, we will change the format or timing for next term. If you think you might be interested, but have not attended, please let us know what has kept you from attending and/or what might persuade you to attend.

20_Grants
Submit and secure at least three competitive grants of $100,000 or more by June 2026 from diverse state and foundation sources.

- ***Submitted State AI Integration Community Colleges Pilot Grant, ODHE, ($100K, will announce in December)***
  - *ODHE will issue five awards (16-month period) this fall and another five in spring.*

  - *We have proposed ACUE training and stipends for 75 faculty (including CCP teachers), non-credit AI training licenses for businesses, stipends for faculty summer projects, AI curriculum development and additional engineering AI software licenses.*

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 11/9/25 – 11/22/25 100% of check-ins completed (5)*

- *New hires/new positions: 11/9/25 – 11/22/25*
  - *NA*

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 November 6th: 1,196*

- *Compliance: Meeting to update work on ADA compliance of website.*

- *Program information updates: College-NOW brochure updated for spring recruitment. All program sheets updated with employment and salary data supplied by Tom and Penelope.*

- *Additional items of interest: Kudos to the CSC for the social activity surrounding the emergency job fair at the Center in November. Day/week/month of giving is in full swing. Spring enrollment campaigns include "2+2=0" and "You belong here."*

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 reviewed the field policy and forms associated with it*

- *Faculty Caucus reviewed the incomplete grade policy and form, and provided feedback*

- *Faculty Caucus reviewed the new faculty evaluation form per SB1 and asked preliminary questions*

- *Faculty Caucus will review a CTE document for a faculty mentorship program and offer feedback*

- *Continue to encourage using AVISO for notes and alerts*

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.

- *Next meeting will be held Wednesday 11/26 @ 10:00am on Zoom.*