



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 13, 2023 to November 24, 2023

*** Submissions for the next update are due **Friday, December 8, 2023**
The first report of 2024 will be due on Friday, January 19, 2024*

Strategic Projects for 2023-2024 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, or 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?



Employee Appreciation /Recognition Event

Thursday, December 7th @ 3:00pm – 5:00pm

- ✦ The 2023 Employee Appreciation/Recognition Event will take place this Thursday, December 7th in the Ralph Phillips Conference Center, 3rd Floor of the Kehoe Center in Shelby, Ohio.
- ✦ Employees (both past and present) will be looking forward to seeing you!
- ✦ The social time will begin at 3:00pm with holiday music, appetizers, and social interaction.
- ✦ Appetizers will be served from 3:00pm – 5:00 p.m.
- ✦ We will pause around 4:00pm for Awards presentations to allow more time for continued merriment, congratulations and group photo opportunities.
- ✦ All Divisions and Departments are asked to close all offices to the fullest extent possible during this time to allow for maximum employee participation.
- ✦ Come share with fellow Faculty, Staff, Adjuncts, Retirees, and Guests in celebrating our accomplishments and contributions.

01_ ACADEMIC SERVICES

02_ Business, Industry, and Technology Division

Increase average section enrollment by 1%, and measure and increase the faculty usage of Watermark for student outreach on non-attendance, mid-term grades, and other academic alerts.

- + Goal 1 = completed
- + Goal 2 = collecting initial data set

03_ Health Sciences Division

For the success and retention of students in Health Science Programs there will be:

- a) A face to face meeting with all first-year advisees by week three of the term and with all second-year advisees by week four of the term. Notation will be provided in Aviso for every meeting and
- b) Personal contact every two weeks after initial contact to the end of the term with notation in Aviso for each meeting or contact.

- + Results are now 100% (12/12) of the full-time faculty with student advisees who had submitted/completed student documentation in Aviso.
- + Reminders will continue to be given at HS Division meetings. We will continue to monitor for success.

04_ Liberal Arts Division

Increase the pass rate in the Liberal Arts courses by 2%

- + Continue meeting with local technical High Schools to discuss articulation.
- + Working on division-wide assessment of programs.
- + Working on strategies to better promote HMSV Programs.

05_ Academic Quality and Compliance

Coordinating the transfer of all of my duties to a new ALO and adapting my current Academic Support Services Manual to an easy to reference tool, with supporting documentation.

- + New Videos have been added to the ALO and Assessment Tutorial Page
- + Quick question, what year did our Accounting program start? I will give you a hint- Ed Sullivan, mop tops.
 - o Why yes, it was 1965. That is what is displayed on our Academic Program File. But wait... wasn't our 50th anniversary in 2019? Yes, but before we were NCTC, then NCSC we were??? The Mansfield School of Technology.
- + One of the most recent videos added for our new ALO and for your viewing fun, delves into all of the information that can be found on our Academic Program Files, found under report manager. These include quick videos –7 minutes tutorials --- help you to know how to look up program information, how to see budget codes, course fees, program start dates ... You can find all of this at <https://ncstatecollege.edu/compliance-documents/>

06_ Title III

Monitor and report on Title III grant metrics (number and percent of courses converted/offered to

online and/or 8-week modalities, increase incorporation of OER, and faculty involvement in ACUE, QM and additional training programs) to support faculty in enhancing student success.

✚ Steering Committee was held on 14Nov

- Key agenda items included revising the schedule of programs and courses to undergo course conversion considerations (online and/or 8-week)
- Next meeting planned for late Q1 2024 after year 1. APR report has been submitted

✚ Held meeting with ACUE personnel on 13Nov regarding NCSC completion numbers

- Our employees on average have an approximate 92% completion rate of credential training in comparison to the national average of around 81%
- This highlights the dedication and hard work of our staff and faculty!

✚ Full cohort (33 NCSC employees) tentatively scheduled to complete ACUE FCB micro-credential during the Spring semester

✚ Assembly of Learning Glass Studio is underway, expected to be completed by 29Nov

- Awaiting one piece of equipment to allow faculty and staff to use their laptop to record and host meetings directly via Zoom
- Training material (videos, documents) to be developed and shared with faculty and staff
- Special kudos to Jeff and James for assisting with assembly and technical advice!! Topics have been selected and support books have been requisitioned

✚ Equity & Access Coordinator engagement:

- 1:1 Support sessions: 06 Faculty sessions: 05
- Student Groups: 0
- Events/workshops held: 11/02/23 – Navigating College from a Mental Health Perspective: 28

✚ Technology Success Coach engagement:

- Workshops Held: In-Person: 0 Zoom: 0 Video Hits: 7
- Student Support: Email: 11 Phone: 0 In-Person: 0
- Faculty Support: Email: 3 Phone: 0 In-Person: 1
- Staff Support: Email: 1 Phone: 0 In-Person: 0

07_ Center for Teaching Excellence

Continuation of NCSC Instructional Design Success/Retention Enhancement Program by:

1. Conducting monthly outreach to academic departments to move them through the defined engagement levels.
2. For previously non-participating departments, conduct outreach and activate 50% to Level 1 participation.
3. Increase participation to Level 2 by 25%.

✚ Number 2 – 150% complete

✚ Number 3 – 50% complete

○ **BIOS & MATH**

- Level 2 follow-up notifications by Dec 15: ACCT, BUSM, PTA, PNUR, RADS, RNUR, RESP & ENGL

Additional highlights to report:

- ✚ 1st Dept moved up to Level 3 ("Department **actively implementing** one or more specific technique(s) from Instruc Enhancement Recommendations to improve success/retention enhancements.") = **MATH**

08_ TRIO, Solutions, and Tutoring Support Services

A. TRIO:

1. Scheduling a minimum of two (2) activities per month; participation rate to be at least 10% of TRIO membership.

B. Tutoring Center

1. Conduct consistent “touch-point” meetings between tutors and faculty to expand the outreach to students. Tutors are to have intentional outreach with faculty three (3) times per session/semester: 1 week prior to start; 1 week prior to mid-term; 2 weeks prior to finals

🚩 Goal A#1

- Total Enrolled TRIO students on roster: 93

🚩 November 2023: TRIO Update

- Month of November: Giving Thanks Event, Partnership with James Davis
- Upcoming events: Fall follow-up, Family Feud with Trio. Date: 11/29/2023
- Destress with TRIO: movie night, Dec. 6.
- Destress Event, hosted by the TRC: 11/28, 29, 30

🚩 Goal B#1

- Total number of tutors on staff: 26
- FA23 Intentional outreach conducted & documented: 6 tutors participating in 10 meetings with faculty

09_ STUDENT SERVICES

High school senior applicants that have taken CCP register at a much greater rate than seniors that have not taken CCP. We will continue to improve coordination and adapt processes in all areas of Student Services to improve the flow of CCP students after high school to the College. The goal will be to improve former CCP applicants and eventual registrants by 3% over levels for the 2022 class (excludes CNOW), and improve the overall conversion yield from inquiry to registration to be over 40%

🚩 *Of 238 current high school seniors that have applied to NC State for Fall 2024, 50 have completed a CCP course with us.*

🚩 *We are sending messages to high school seniors to drive fall applications by linking spring CCP and Tuition Freedom. For example, we are messaging seniors that have some CCP but have not been given early offers for TFS, especially those that have already applied for Fall. We are encouraging them to consider taking a spring CCP course to potentially become TFS eligible.*

10_ Admissions and Enrollment Management

Improve the efficiency of the admissions process and recruitment of inquiries/prospective students focusing on the admission funnel and the steps students take in their enrollment journey. This will result in a 5% increase in overall general applications from area high school territory. It will also include a 1% increase in minority applications, a 2% increase in applications for CCP students who qualify for TFS, and a 2% increase in applications for other high school seniors

- ✚ *We are scheduling engagement events for spring of 2024*
- ✚ *The admission reps have scheduled meetings so far with liberal arts and BIT to talk about recruitment strategies for their programs.*
- ✚ *Admission reps are actively calling inquiries in Recruit on a daily basis and have kept up with those inquiries over the last week we made over 80 outbound phone calls in an effort to follow up with students then following up with an email.*
- ✚ *We will be at MSHS in December and will be featured on their Tyger Time News over the announcement system to briefly talk about NCSC, what we offer and who to contact.*

11_ Crawford Success Center

To identify new community partnerships and program opportunities in the community 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.

- ✚ *Visits at each Crawford County high school*
 - *Senior visits with Community Foundation for Crawford County (December)*
 - *Requesting visits for underclassmen presentations (Jan-May)*
 - *Requesting visits for NCSC Scholarship Month (Feb)*
- ✚ *Crawford Nursing Home Visits- Healthcare Pipeline*
 - *Follow-up with applicants and continued applicant support (Nov-Dec)*
- ✚ *Collaboration with Transition Specialist for spring 2024 registration*
 - *Generating appointments for Accuplacer & FAFSA*
 - *Driving engagement for transcript requests and applicant follow-up*
- ✚ *Collaboration with Crawford AdamH to host Peer Recovery Supporter program (April)*
 - *Opportunity for next steps at NCSC*

12_ Student Success Center and Retention Services

Improve student engagement and persistence by increasing student visits to the department by 5% through expanding awareness of career services, first year advising, and holistic student support.

- ✚ *Department visits from 11/01/2023 to 11/15/2023 = 133*
- ✚ *Next team meeting is on 11/29 to discuss “scorecard” activity in order to monitor progress toward the WIG (Purpose: ensure that everyone knows the score at all times)*
- ✚ *“Lead Measure” activity planning (Purpose: apply disproportionate energy to the behaviors and activities that lead to, or predict, achieving the WIG)*
 - *In-Person Orientations:*
 - *11/14 at 2 PM*
 - *11/30 at 10 AM*
 - *12/12 at 10 AM*
 - *Connect 4 Success Workshops:*
 - *12/4 at 2 PM*
 - *Tentatively planning a “Strong Start” event held in January on the Saturday(s) before the start of the term. The goal of the event is to help new students feel connected, supported, welcomed and excited for “Day 1” of spring term.*
- ✚ *Guiding statement for new student onboarding: “ensure that all new students receive, intentional, holistic, and timely support that helps them to successfully navigate the onboarding*

process". Creating an action plan based on ideas generated during October's PLT session. The plan focuses on three areas: 1) New Student Advising 2) Orientation 3) Day 1 of Term/Session.

- ✚ Currently drafting a "student experience" ethos for the department based on customer service best practices, student success research and student development theory.
- ✚ Dr. Sean Bridgen with [NACADA](#): The Global Community for Academic Advising and Kansas State University will be meeting with the team on 11/29 to discuss the foundational core values and competencies of academic advising. The primary focus of the discussion will be centered on the Core Competencies in the Relational component.

13_ College Credit Plus

Increase the number of CCP students that complete a minimum of 12 credit hours prior to high school graduation by 2%. This will be partly achieved by streamlining reports to more effectively support student enrollment and retention efforts.

- ✚ Fall 23 enrollment compared to Fall 19 (pre-COVID term):
 - 3% increase in credit hours over FA19
 - 3% down in enrolled students.
- ✚ Continued report streamlining in progress with students' cumulative credits for strategic goal listed below.
- ✚ Continued outreach to CCP students in class of 2024 for Spring enrollment and TFS potential. Continued outreach for CCP classes of 2025 and later. Topic of outreach to schedule advising follow up on pathway and/or credit transfer plans; review credential opportunities that align with students' goals and plan for Spring semester enrollment opportunities as vehicle to reach these opportunities.

14_ Registrar (Student Records)

Increase processing speed of College transcripts (in one week or less); and high school transcripts (in 24 business hours or less), as well as integrity/security of high school graduation records through tighter controls and use of SendSafely drop zone.

- ✚ Session B midterm grades were posted by 11/15 and midterm deficiency notices were sent to student.
- ✚ Session B students were dropped with WNP grades for non-participation.

15_ Financial Aid Office

The primary goal of the Financial Aid Office is to provide financial support and resources to help students achieve their educational goals. It will work on increasing FAFSA completion by 2% with various forms or outreach, while enhancing security through implementation of SendSafely.

- ✚ Attended in person new student orientations. Provided information to students on applying for Federal Aid as well as scholarship information.
- ✚ Attended Crawford FAFSA day (assisted five students with completing FAFSA)
- ✚ Worked the SP24 "dereg" list and contacted all students who owes a bill on their next steps to completing aid file or how to apply for aid

- ✚ *Worked the SP24 orientation lists and contacted all students on their next steps to completing aid file or how to apply for aid*
- ✚ *Reached out to all SP24 applicants on how to apply for financial aid.*
 - *We sent them an email as well as texted them the information.*
- ✚ *Reached out to all SP24 applicants who indicated they were veterans and sent them information on how to use benefits at NCSC as well as to apply for aid.*
- ✚ *Reached out to all SU24 applicants who indicated they were veterans and sent them information on how to use benefits at NCSC as well as to apply for aid.*

Comparison of FAFSA data from last year to this year.

- ✚ *FAFSA completion ending week of 11/17/23 vs week ending of 11/18/22 (34 vs 36)*
- ✚ *FAFSA completion ending week of 11/24/23 vs week ending of 11/22/22 (21 vs 5)*

16_ BUSINESS SERVICES

17_ Accounting Services

Monitor student accounts for business holds and collection holds to ensure proper reflection of student account status. Use FY2024 to establish a baseline for number of students that have financial holds on their account that block them from registering. Counts will be taken on Friday's during fall and spring semesters of students with Business Holds (BH) and Collections Holds (Coll). Will also report the number of students submitted to the AG for Summer, Fall and Spring split between balance type i.e. regular vs Title IV recalculation.

- ✚ *There are currently 131 business holds and 2,142 collections holds on student accounts.*

18_ Facilities Management

Boilers and Chillers in Fallerius and Kee Hall

- ✚ *Boilers and Chillers in Fallerius and Kee Hall*
 - *Timeline December 2023*
 - *Status update: Boilers & Chillers have been installed. Punch out list has begun. Time line is still December 2023*
- ✚ *Windows and Doors in Health Science and Child Development Center*
 - *Timeline December 2023*
 - *Windows are completed at the CDC, The Health & Science windows are about 80% completed working on completing the 2nd floor office windows currently*
- ✚ *Generator – Health Science, Child Development Center and Kee Hall*
 - *Timeline Generators ordered in June, 2023*
 - *Generators are ordered and shipped. We have received 3 of the 4 transfer switches and one Generator. BC&G was low bid at the bid selection*
- ✚ *Criminal Justice Move to Kehoe*
 - *Timeline March 2024*

- *Status Update Drawing and design phase has been approved. Knoch Construction was awarded the job coming in at with the low bid. Paperwork has been submitted to the state, and waiting on confirmation to proceed with the process*

✚ Fallerius Renovation Project

- *Timeline 2024 / 2025*
- *Status Update: RFQ has been completed waiting to submit to state board for approval*

19_ Child Development Center

Maintain full enrollment and update curriculum for education of children.

Date~ As of Week of 11.27.23				
Class (Room)	Maximum Enrollment	Available Slots	Filled Spots	Notes
Adventure (39)	8	1	8	
Imagination (21)	8	0	8	
Puddles (24)	8	0	8	
Fascination (27)	8	0	8	
Explorers (29)	20	0	21	Two Private Pay Parents Share a Spot
Sunshine (32)	20	2	18	Holding two spots for Toddler Transitions in December
Homebase	28	0	28	

Status of Updated Curriculum Role Out

Our staff held a Curriculum Night on November 16th. Children were able to engage in a play-based activity with their families. Teachers shared the importance of each content area and how it is related to the curriculum. Each classroom presented something different. Activities included the importance of: Cooking, Outdoor play, the Library, Block Play, Dramatic Play, Sand/Water Play, Music, and Art! We had 27 families attend from our center and home-based programs!

20_ Information Technology

✚ GreyCastle Project

- *Data classification and Asset Inventory: Initial asset inventory is complete. An executive summary is being prepared.*
- *External Penetration Testing: Testing is complete. A presentation of the results is being prepared for NCSC IT and will be presented by GreyCastle on 11-30-23.*

✚ Switch Project

- *Edge switches have arrived. ArubaOS training has been scheduled for our Network Systems Admin and will take place in early December. The cores will be configured with our partner in this project, Network Dynamics, in early December.*

+ Signage / Communications

- *Working on updating and simplifying our signage around the office and the communication that is published. Work continues.*

+ Staffing

- *We're getting approvals for the Kehoe job posting and hope to have it posted soon.*

+ Student MFA

- *We've taken the first steps towards eventually protecting our students' accounts with multi-factor authentication. We know **WHAT** we want to protect, **WHO** will be protected, and **WHY** we want to protect them. We're working with the rest of college leadership to determine the **HOW** and **WHEN**.*

21_ Information Services

IS-Report manager update of reports. Report Manager:

Total number of reports currently available

Total number of reports used

- + All but six reports have been moved from ODS to Production or Local-DB. Two new reports have been created to replace those six and are currently under review. Assuming all goes well with Penelope's review, we should have the entire report manager on Production and Local-DB and ODS going end-of-life will no longer be a concern.**
- + Also, all but two linked database reports have been patched to use only one database. The two remaining reports utilize the 15th day snapshot and term data from our Local-DB. We have created a linked service account that operates from our Local-DB to facilitate those two reports.**
- + There were a handful of reports that were hard coded with credentials that were also discovered and patched. All reports now rely solely on our service accounts and no longer use any personal credentials.**
- + With all of the impending hurdles taken care of, we can move back into auditing the code of the existing reports until the SaaS project goes into full swing in the coming weeks.**

22_ Institutional Research

Improve Data and Information Access by making data available, understood and used effectively to support better strategic decision making in a timely manner to achieve the goals of increased enrollment, retention, and graduation/transfer. This includes: holding regular meetings with the academic and student services departments; develop data dictionary to standardize definitions of commonly used metrics; revamp Report Manager reports; develop dashboards and website.

- + Meeting monthly with someone from student services to discuss data related to their area**
- + Gave presentation at the Dean's meeting on 11/15 around SU2023 course success and information on Fall program enrollment.**
- + Presented/discussed some CCSSE findings with the advisors' group, also on 11/15.**
- + Continuing testing BI tool**
 - *Learning associated necessary tools*
 - *Developing a test dashboard for our first 'guinea pig'*

- Working on a pilot dashboard that replicates a report manager report and improves it (adds visuals, filters....)
- ✚ Continued looking at examples of others' data dictionaries and IR websites for examples of best practices.
 - Working on draft of data dictionary
- ✚ Discussions with Matthew about several Report Manager reports and other potential reporting tools

23_ Human Resources

Reduce the recruiting/on-boarding process to 8-10 weeks by efficiently managing the search process immediately after the posting period through offer; and ensuring the hiring of quality faculty and staff that are focused on student success and representative of the diversity of our service region.

- ✚ New hires/new positions: 11/11/23 – 11/25/23
 - Philip Mata – Part-Time Custodian

24_ Development (Foundation, Government Relations, and Workforce)

The NCSC Development team will positively affect enrollment by meeting our FY24 financial target of \$450,000 for fundraising, implementing two new workforce development programs that will support a \$245,000 target, with the support of a foundation board taskforce, \$1 million in state and federal grants, and \$35,000 with rentals or other support programs.

✚ ***Emerald Club 2023/2024***

Goal: \$440,000, Total: \$245,000

- \$50,000 in Emerald Club gifts pledged and coming in December
- Richland Gives-A huge thank you to the Board and our success in generating \$20,100.
 - We are able to launch the scholarship being established, “Honoring the Legacy, Inspiring Future Leaders” through Richland Gives, in honor of our past Hall of Excellence honorees and for students seeking an education to continue building our community.
 - The Foundation increased our donations for the giving day by over 20%.
- Wrap up meeting of the 2023 Cedar Fair Charities meeting was held and expansion of the partnership for next year was determined.
 - This year's proceeds are going to Tina Husted's scholarship.
- Cedar Point new additions include:
 - The 2024 NCSC Foundation Scholarship campaign will have Cedar Point as our Scholarship program sponsor. And will be offering hiring opportunities to our students and internships.
 - A second painting is being created by Tina Husted of Cedar Point night lights and new products are planned to be made from the painting.
- Announced at the Ashland Chamber Annual meeting our first certificate program for Ashland area businesses.

- *NCSC Development team (5 team members) are blitzing the Ashland area and dropping off workforce training opportunity materials to 100 businesses in Ashland County.*
- *New ask - \$75,000 for LPN to RN – Black Fund/RCF*
- *New ask \$185,000 robotics for additional expansion of the AI and Virtual Lab - RCF*
- *\$61,000 IST lab needs (Engineering the Future - Slice Micro Data Acquisition Systems) – Family Foundation*
- *New \$10,000 scholarship in development with a Board member and a new Advancing Women in Leadership scholarship for \$10,000 (\$20,000).*
- *Request to submit a proposal is out to a family foundation for the rest of the Virtual Health Science Lab for approx. \$170,000 (depends on what they will fund).*

Events

- *Rentals has generated \$28,768 in revenue in YTD on a \$35,000 target*
- *Arts for Success-March 7, 2024, taking nominations for Leadership Award*
- *Hall of Excellence*
 - *FY24 date April 11, 2024, nominees are notified and will be shared in detail at the Board meeting.*
- *The Foundation and Workforce Development team will sponsor a summer workshop, targeting 6th through 9th grade students.*

Partnerships

- *Crawford County and Richland County Police and Fire Drone program, two grants outstanding.*
- *Program ribbon cutting is tentatively planned for Dec 11 at the Craig Smith RV in Galion, Ohio. If the Shelby Foundation funds for our Richland County request we will do a ribbon cutting at Kehoe.*
- *Our NCSC Foundation has submitted a request to fund an LPN to RN program with our hospitals.*

Workforce

- *\$110,000 in YTD*
- *Generated \$3,800 from the 1st Quick Book Training in partnership with Mizik & Miller*
- *80 students are going through training at Newman and building their staff's soft skills training.*
- *Continuing our leadership training series with RMC, Chris presenting to them Dec 15.*

25_ Marketing and Public Relations

Continue to find new prospects (1,000+ inquiries) for enrollment using web inquiry forms by employing segmentation tactics and targeted messaging (increasing social media content by 20% /maintain web users at 150,000+), and work with departments to improve communication with all prospects as we all strive to improve enrollment yield to at least 40%.

 28 total web inquiries sent to admissions and deans on Monday, 11-13-23

- ✚ *41 total web inquiries sent to admissions and deans on Monday, 11-20-23 (YTD 575)*
- ✚ *Using Ai in our messaging. Our team took part in a webinar presented by NCMPR. The promise of Ai is to increase our productivity as a tool to assist our team in completing our ever-expanding work load with finite budgets. This subject evolves daily in our brave new world.*
- ✚ *Web tracking – 63,063 users/58,958 new users since July 1, 2023.*

26_ Faculty Caucus

Continue communication between faculty and students, by increasing faculty usage of College systems (Aviso, Canvas...) by 6% for Aviso notes and 3% for Aviso alerts (to increase student success) and determine ways to increase faculty retention

- ✚ *Discussed/revisited the advising policy for each division to remind us the importance of student-faculty communication, charting notes in AVISO and the distinction between the advising requirements for each division as each division serves a different population of student and differing programs that require varying touch points throughout the semester*

27_ Staff Caucus

Each week, request that staff caucus representatives contact the staff they represent, and identify potential areas of improvement for customer service. Specifically, the areas for improvement for customer service would focus on areas that would benefit both internal and external stakeholders at the same time. In addition, as part of identifying areas for improvement in customer service, the staff caucus will also request possible solutions and recommendations for improvement. Customer service topics include: Customer Service Response Timeframes, Problems Solving/De-escalating Situations, Staff as Representatives for the Entire Organization, Cross Training Staff, Aesthetic Intelligence / Emotional Environment (Overall Campus Aesthetic Appearance).

- ✚ *Staff Caucus met again to discuss the strategic goal of customer service (internal/external) on November 14, 2023. Specifically, Staff Caucus discussed Staff Being Representatives for the Entire Organization. There was extensive discussion of possible issues, along with possible solutions. Among the issues discussed is potential apprehension among staff to answer questions outside of their own departments, and staff being unfamiliar with the inner workings of other departments and uncertainty on where to refer. Among the possible solutions discussed was providing a structured orientation to new hires at the college, to include visiting other buildings and departments. Additional discussion will occur for this topic at the next Staff Caucus meeting on Dec. 12.*
- ✚ *Staff Caucus also discussed surveying staff to inquire about possible ideas and suggestions to improve staff retention at the college.*