Operational Assembly: Hilary Meyer provided these highlights from the Operational Assembly. IT reported that 20 new flat panels have been installed in classrooms. Research reported that the 2024 Factbook is being finalized. Student Life shared about the Welcome Squad, Toy Drive, Troy Mart, and Troy Ride initiatives. Adult Education needs additional teachers to match the high number of ESL students registering. FY 25 budget presentations were held December 5.

Student Success: Director of Advising & New Student Orientation Brandon Marks presented on services offered by Academic Advising including registration, transferring, withdrawing, advising, and other services. Ideas are being brainstormed to make New Student Orientation more engaging.

Paid Leave for all Workers Act: Joe Klinger presented on the new law allowing Paid Time Off (PTO) for part-time employees. He reviewed how time accruement works, including that employees will accrue one hour of PTO for every 40 hours worked starting in 2024, and these employees will be able to take 40 hours of PTO during a 12-month period.

Strategic Plan Goal 1 Mid-Year Progress: Goal 1 reads, "*Assure quality and innovation in teaching and learning to increase student recruitment, retention, and completion*".

Action Plan 1 is, "*Equip faculty with knowledge and resources to improve persistence and completion rates across all areas of study,*" and progress includes the development of professional development for faculty on using institutional data, individual student data, and surveys to improve retention rates.

Action Plan 2 is, "*Identify and replicate successful practices across all departments to solidify students' progress on their guided pathway,*" and the committee is looking at best practices and using college resources.

Action Plan 3 is, "*Deliver an 8-week course format to accommodate students' schedules,*" and that group is discussing the benefits of 8-week courses and how to support students who feel accelerated courses area overwhelming.

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