

2025-2026

IT MASTER PLAN EXECUTIVE SUMMARY

SINCLAIR COLLEGE
SEPTEMBER 1, 2025



APPLICATIONS · OPERATIONS
SECURITY · SYSTEMS



SINCLAIR
COLLEGE

SINCLAIR COLLEGE

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WELCOME



Scott McCollum
Scott McCollum
Chief Information Officer (CIO)

As we embark on another transformative year at Sinclair, I'm pleased to present our IT Master Plan for 2025-26 - a roadmap that reflects both our commitment to innovation and our dedication to the students, faculty, and staff who make this institution exceptional.

This year's plan represents more than just technology upgrades; it's a strategic investment in our collective future. With a \$12.5 million operating budget and a seasoned team of IT professionals committed to excellence, we're positioned to deliver on the ambitious goals that align directly with Sinclair's vision of being the College of Choice, an Employer of Choice, a Dependable Partner, and an Innovator of Distinction.

Our comprehensive approach encompasses 120+ projects spanning every corner of campus—from implementing Canvas as our new learning management system to advancing AI operational improvements that will streamline processes across departments. We're not just maintaining systems; we're reimagining how technology can enhance the educational experience and operational efficiency.

The strategic priorities outlined in this plan reflect the rapidly evolving technological landscape. We're strengthening our cybersecurity through zero-trust architecture, advancing our cloud-first strategy, and establishing comprehensive AI governance frameworks. These aren't just IT initiatives—they're institutional enablers that will position Sinclair at the forefront of educational innovation.

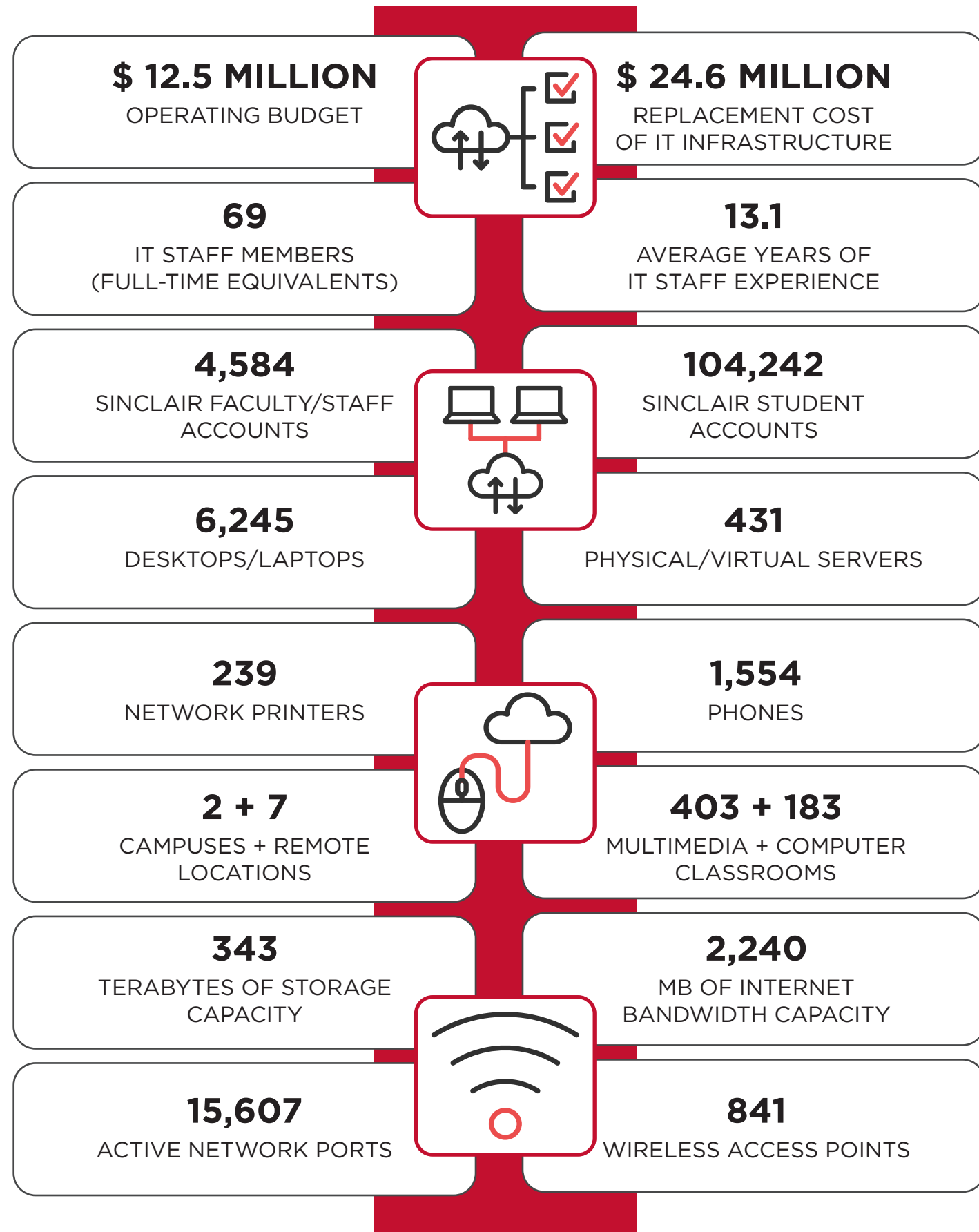
What excites me most about this plan is its collaborative nature. Every project listed here emerged from conversations with departments across campus, reflecting real needs and genuine opportunities to improve how we serve our community. Whether it's enhancing student services through improved portal functionality, supporting faculty with upgraded classroom technology, or streamlining administrative processes through automation, our technology investments are designed with people at the center.

As we look ahead, we're not just preparing for what we know is coming - we're building the foundation for possibilities we haven't yet imagined. The investments we make today in infrastructure, security, and innovation will serve our institution well into the future, ensuring that Sinclair remains a leader in higher education technology.

I want to thank our IT team for their expertise and dedication, and our campus partners for their collaboration and trust. Together, we're not just managing technology—we're shaping the future of education at Sinclair College.

Here's to a year of meaningful progress and continued innovation.

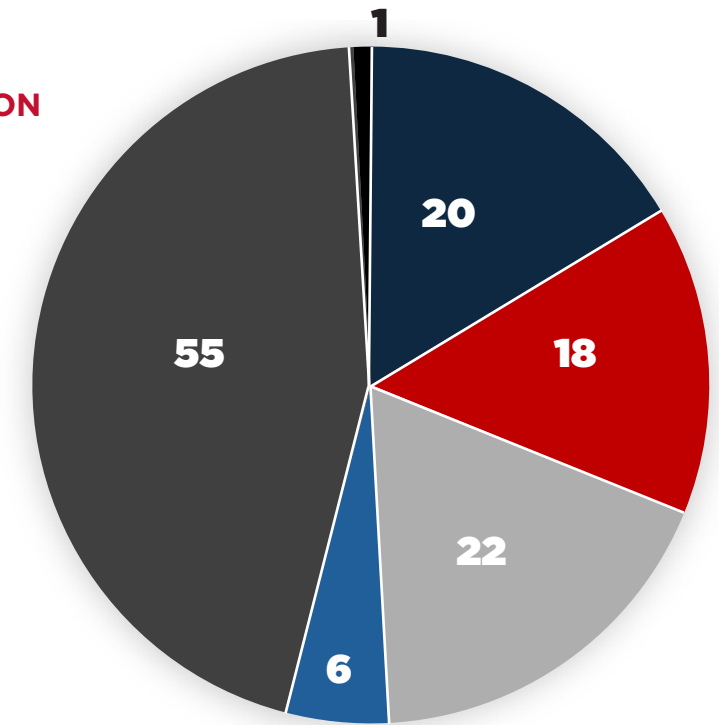
FAST FACTS



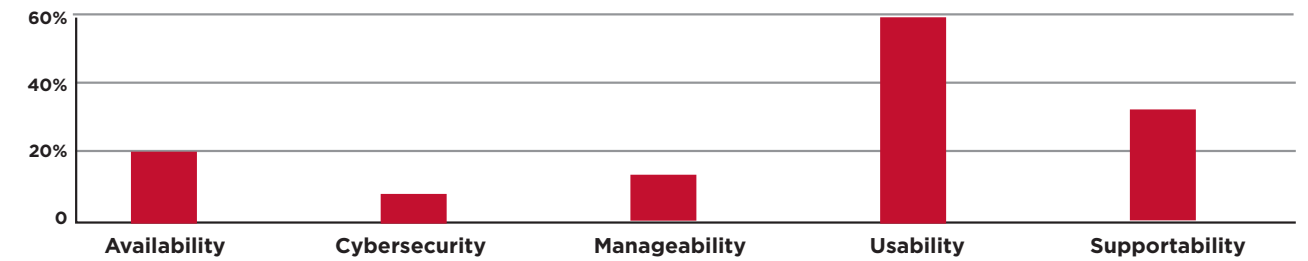
PLAN SUMMARY

PROJECT TOTALS BY COLLEGE DIVISION
EXCLUDES INTERNAL IT PROJECTS

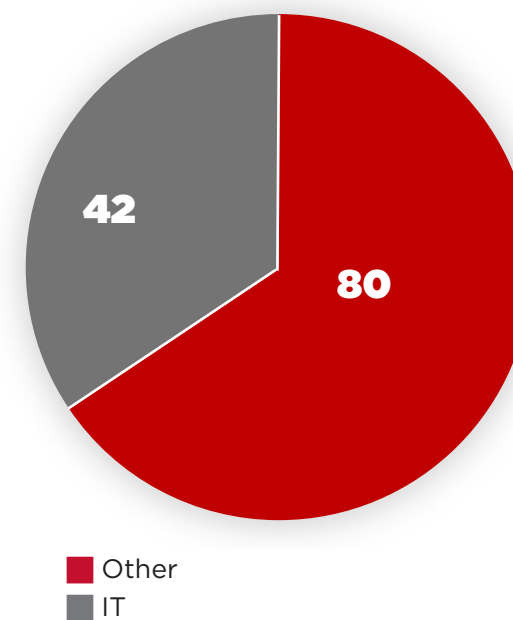
- Administration
- Chief Financial Officer
- Student Development
- Advancement & Regional Strategy
- Provost
- Workforce Development & Consulting



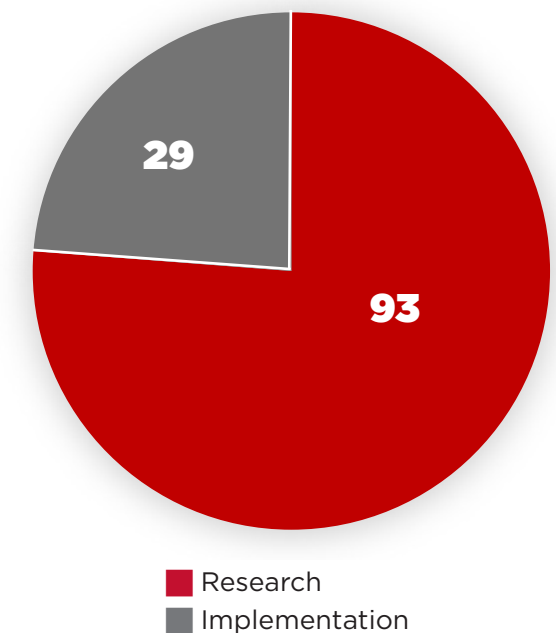
TECHNOLOGY IMPROVEMENTS FROM PROJECTS INCLUDE



INTERNAL IT VS. OTHER PROJECTS



PROJECTS BY TYPE

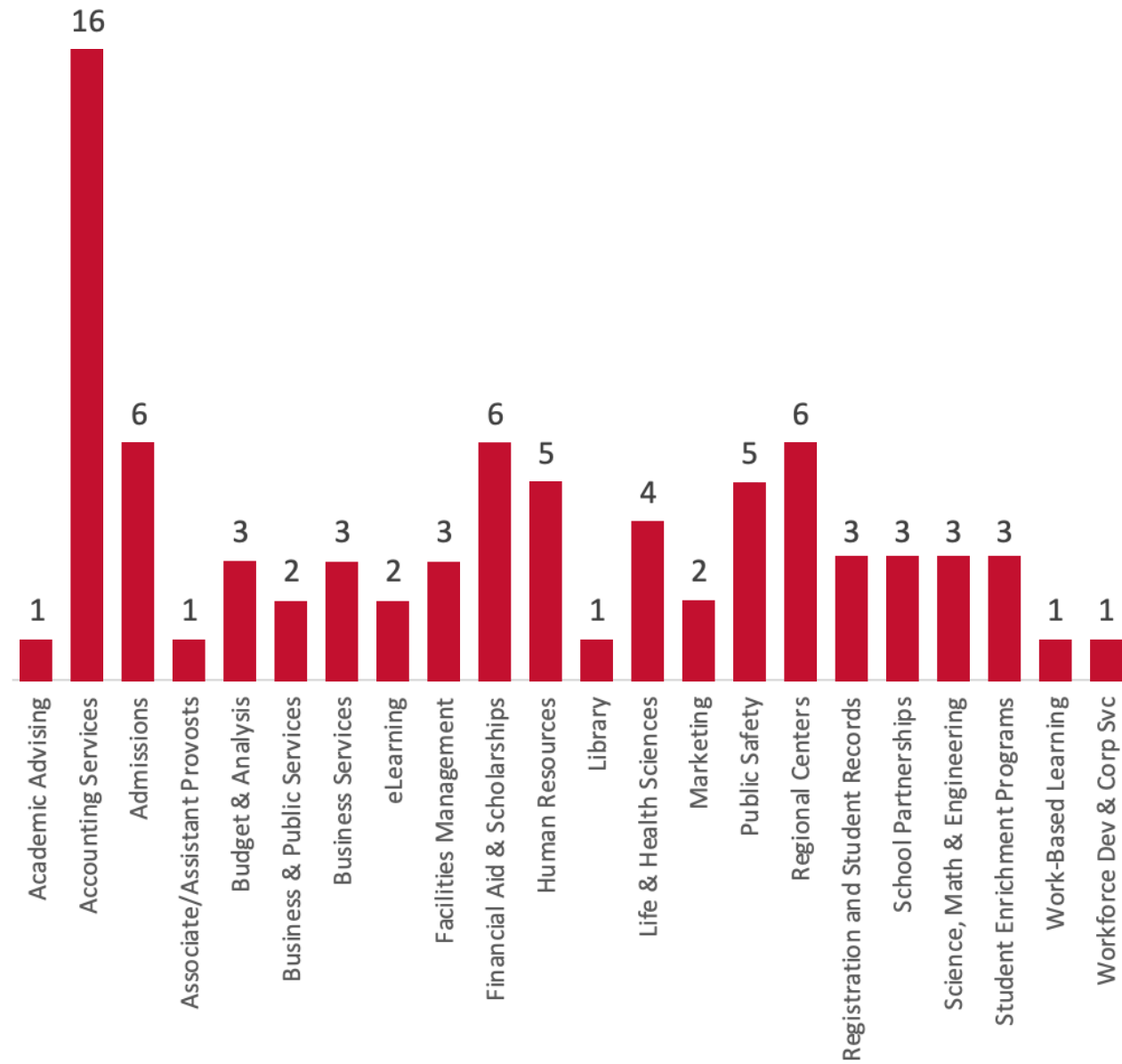


PROJECTS ALIGNED TO COLLEGE STRATEGY AND OBJECTIVES

STRATEGY	OBJECTIVES	PROJECTS
<p>Be the College of Choice</p>	<ol style="list-style-type: none"> 1. More students choose Sinclair as their preferred educational institution. 2. Ensure students advance toward their self-defined educational goals. 3. Sinclair graduates are well-prepared for careers that provide financial stability. 	<ul style="list-style-type: none"> • www.sinclair Update • Admissions Portal Tracker • Biomedical Lab Space • Canvas Implementation • Prior Learning Options
<p>Be an Employer of Choice</p>	<ol style="list-style-type: none"> 1. Maintain a culture of recognition, support, inclusivity, and increased employee engagement and satisfaction. 2. Develop a Talent Management Strategy. 3. Support a positive work-life balance. 	<ul style="list-style-type: none"> • Benefits Open Enrollment Improvement • Work-based Learning Faculty Tracking • Cloud Device Management • Enhance Employee Directory • Leave Request Improvement
<p>Be a Dependable Partner</p>	<ol style="list-style-type: none"> 1. Partners will demonstrate high satisfaction and value of Sinclair’s collaboration. 2. Demonstrate community support through the sponsorship of events at the college’s conference center. 3. Demonstrate regional engagement and support through college-wide involvement on regional boards and improving the structure of college-wide advisory boards. 4. Ensure regular and informed government relations through frequent public relations / civic engagements by leadership. 	<ul style="list-style-type: none"> • CCP Billing and Reporting • Grants Approval Workflow • Colleague and Reach Synchronization • Library System Integrations • School Partnerships Portal Enhancements
<p>Be an Innovator of Distinction</p>	<ol style="list-style-type: none"> 1. Sinclair will be a leader in adopting AI and innovative technologies. 2. Develop and expand innovation labs to enhance digital fluency and experiment with emerging education and workforce development technologies. 3. Sinclair will intentionally seek new ideas and partnerships that support continuous community alignment and student outcomes improvement. 	<ul style="list-style-type: none"> • AI Operational Improvements • Biomedical Lab Space • Centerville Conference Room • Centerville Science Class Space • Semiconductor Lab Space

PLAN DETAILS

PROJECTS BY DEPARTMENT SUMMARY (EXCLUDES INTERNAL IT PROJECTS)



Project List 2025-2026

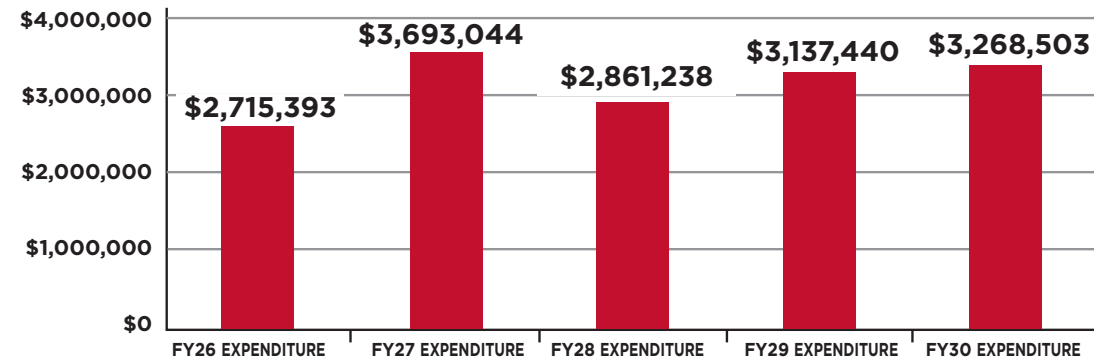
DEPARTMENT	PROJECT	ID	TYPE
Academic Advising	EAB Navigate Integrations	26-967	Implementation
Accounting Services	Automate Sponsor Billing	26-954	Research
	Bulk Vouchering Capability	26-1031	Research
	CCP Billing and Reporting	26-936	Implementation
	Concur Cost Object Approver	26-966	Implementation
	Enhance Past Due Statements	26-951	Research
	Expense Transfer Enhancements	26-961	Implementation
	Grants Approval Workflow	26-953	Implementation
	Invoicing Automation	26-952	Research
	Manage City Tax Rules	26-942	Research
	Payroll Document Retention	26-962	Research
	Payroll Integrations	26-963	Research
	Payroll New Hire Dashboard	26-955	Research
	Payroll Verification Reports	26-964	Implementation
	PERS Reporting Update	26-957	Implementation
	State Wage Reporting	26-940	Research
	Time Entry Improvements	26-965	Implementation
Admissions	Admissions Feature Wall Display	26-1026	Implementation
	Admissions Micro-site	26-916	Implementation
	Admissions Portal Tracker	26-925	Research
	AI Chatbot for Welcome Center	26-947	Implementation
	Colleague and Reach Synchronization	26-919	Research
	Lead Scoring Utility in Reach	26-917	Research
Associate/Assistant Provosts	Course Planning Guide	26-926	Implementation
Budget & Analysis	Enhance Budget Application	26-927	Implementation
	Operating Budget Application	26-949	Implementation
	Position Budget Hierarchy	26-950	Implementation
Business & Public Services	BPS Office Multi-Media	26-988	Implementation
	Support Fire Science Move to Commerce Park	26-1029	Implementation
Business Services	Centerville Campus Kitchen	26-989	Implementation
	Colleague POS Integration	26-1028	Research
	Replacement Copiers For Copy Center	26-1027	Implementation
eLearning	eLearning Digital Signage	26-984	Implementation
	Prior Learning Options	26-956	Implementation
Facilities Management	Facilities Alerts for Campus Police	26-978	Implementation
	Ivanti Mobile App	26-983	Implementation
	Upgrade Lighting Controls In Lot A Parking Garage	26-959	Implementation
Financial Aid & Scholarships	Applicant Fraud Prevention	26-968	Implementation
	C.A.M.P.U.S. Act	26-970	Implementation

	Colleague Self-Service for CAMPUS Act	26-948	Research
	Enhance Scholarship Universe Integration	26-972	Research
	Financial Aid Reporting	26-973	Implementation
	Non-Title IV Reporting	26-971	Implementation
Human Resources	Benefits Open Enrollment Improvement	26-1041	Implementation
	Employee Information Change Form	26-938	Implementation
	Enhance Employee Directory	26-960	Implementation
	HR Action Form Improvements	26-1044	Research
	Leave Request Improvement	26-1042	Research
Information Technology	AI Operational Improvements	26-977	Implementation
	Archival of Inactive Accounts	26-974	Research
	Blue Light Upgrades	26-1004	Implementation
	Canvas Implementation	26-990	Implementation
	Centerville Network Redesign	26-1003	Implementation
	Change Management	26-1034	Research
	Cloud Device Management	26-1019	Implementation
	Cloud Virtual Desktops	26-1013	Implementation
	Colleague Cloud Planning	26-1053	Research
	Data Loss Prevention	26-1051	Research
	Datacenter UPS Replacement	26-1025	Implementation
	Disaster Recovery Plan Update	26-1037	Implementation
	Endpoint Detection & Response	26-1017	Implementation
	Implement SNMP V3	26-1039	Implementation
	IT Service Management Improvements	26-1040	Research
	Migration of Dept Shares to OneDrive	26-992	Implementation
	My.Sinclair Mobile View	26-923	Implementation
	Open-Source ColdFusion	26-993	Research
	Physical Network Mapping	26-1038	Implementation
	Print Driver Modernization	26-1033	Research
	R&R - Backup Infrastructure	26-1023	Implementation
	R&R - Building UPSs	26-1008	Implementation
	R&R - Load Balancers	26-1000	Implementation
	R&R - Mac Desktops	26-1006	Implementation
	R&R - Mac Laptops	26-998	Implementation
	R&R - Multimedia Rooms	26-1018	Implementation
	R&R - Network Infrastructure	26-1020	Implementation
	R&R - PC Monitors	26-997	Implementation
	R&R - Phone Infrastructure	26-1022	Implementation
	R&R - Plotters	26-1010	Implementation
	R&R - Printers	26-1011	Implementation
	R&R - Satellite Copiers	26-1012	Implementation
	R&R - Servers	26-994	Implementation
	R&R - Televisions and Monitors	26-1015	Implementation

	R&R - Windows Desktop Replacement	26-995	Implementation
	R&R - Windows Laptops w/Dock	26-1007	Implementation
	R&R - Wireless Microphones	26-1016	Implementation
	R&R - Wireless Network Infrastructure	26-1021	Implementation
	R&R - Workstation Computers	26-996	Implementation
	Security/Network Operations Center	26-1035	Implementation
	Telephony Next Generation	26-999	Research
	Zero Trust Architecture	26-1052	Implementation
Library	Library System Integrations	26-1036	Implementation
Life & Health Sciences	Blood Chemistry Analyzer	26-1047	Implementation
	EMS Portal Enhancements	26-932	Implementation
	R&R - Video Capture Cameras	26-1009	Implementation
	RET Wireless Monitors	26-987	Implementation
Marketing	Install Digital Signage Kiosks	26-980	Implementation
	WWW Redesign	26-930	Implementation
Public Safety	Campus Police Communications	26-1048	Implementation
	Campus Police Scheduling	26-937	Implementation
	Emergency Alert Systems	26-979	Research
	Security Camera System Update	26-1049	Implementation
	Security Information Officer Request	26-1032	Implementation
Regional Centers	Centerville Conference Room	26-944	Implementation
	Centerville Conference Room 238	26-982	Implementation
	Centerville Director Office MultiMedia	26-985	Implementation
	Centerville Science Class Space	26-943	Implementation
	Mason Campus Portable Conferencing	26-945	Implementation
	Reconfigure Centerville Room 208	26-986	Implementation
Registration and Student Records	Registration Portal Enhancements	26-933	Research
	Self-Service for Students	26-975	Research
	Student Residency Change	26-969	Implementation
School Partnerships	“Send to EAB” in Outlook	26-935	Research
	CCP Re-Registration block	26-924	Implementation
	Tech Prep Portal Update	26-931	Implementation
Science, Math & Engineering	Automotive Training & Testing	26-1045	Implementation
	Biomedical Lab Space	26-958	Implementation
	Semiconductor Lab Space	26-1030	Implementation
Student Enrichment Programs	Coaching to Complete	26-928	Implementation
	School Partnerships Portal Enhancements	26-1043	Implementation
	Update Testing Management Tool	26-934	Implementation
Work-Based Learning	Work-based Learning Faculty Tracking	26-946	Implementation
Workforce Dev & Corp Svc	Workforce Dev eMail Marketing	26-1014	Implementation

RENEWAL/REPLACEMENT BUDGET

Summary



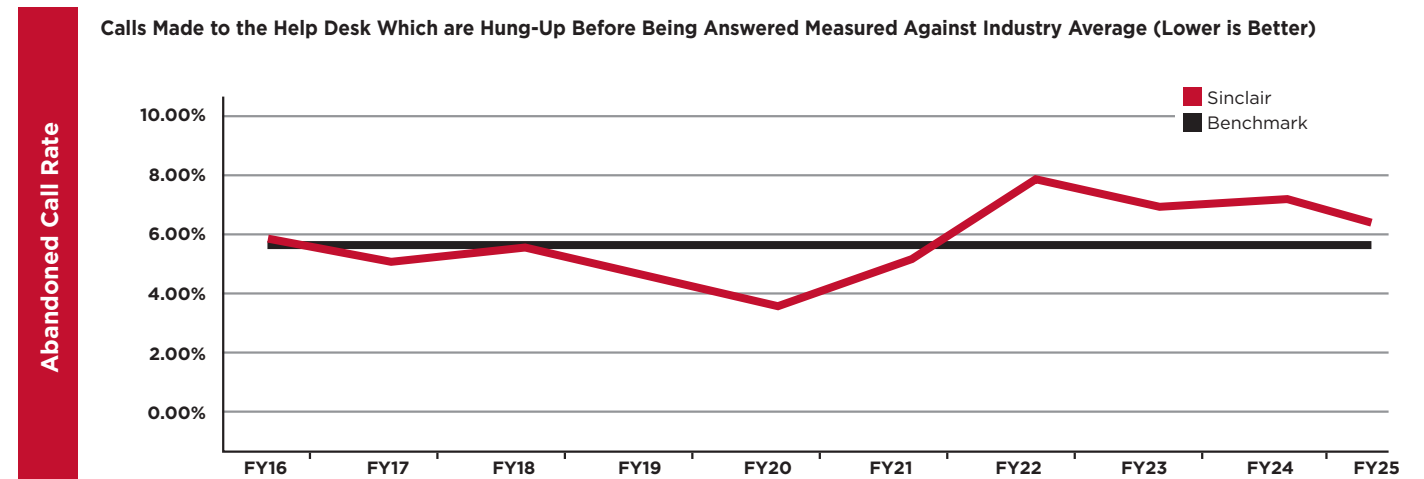
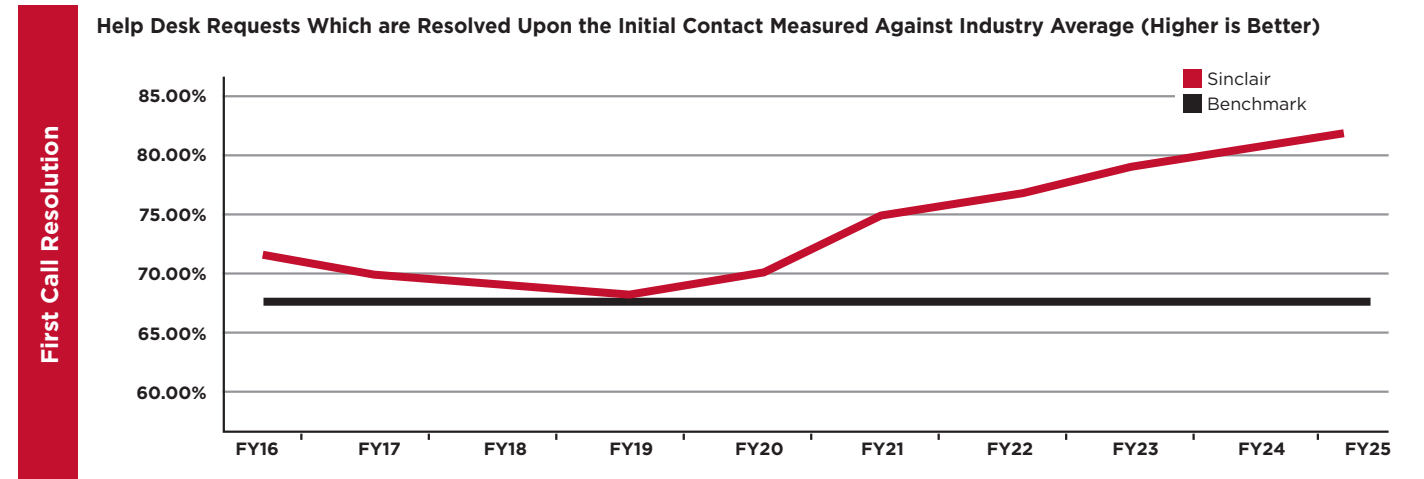
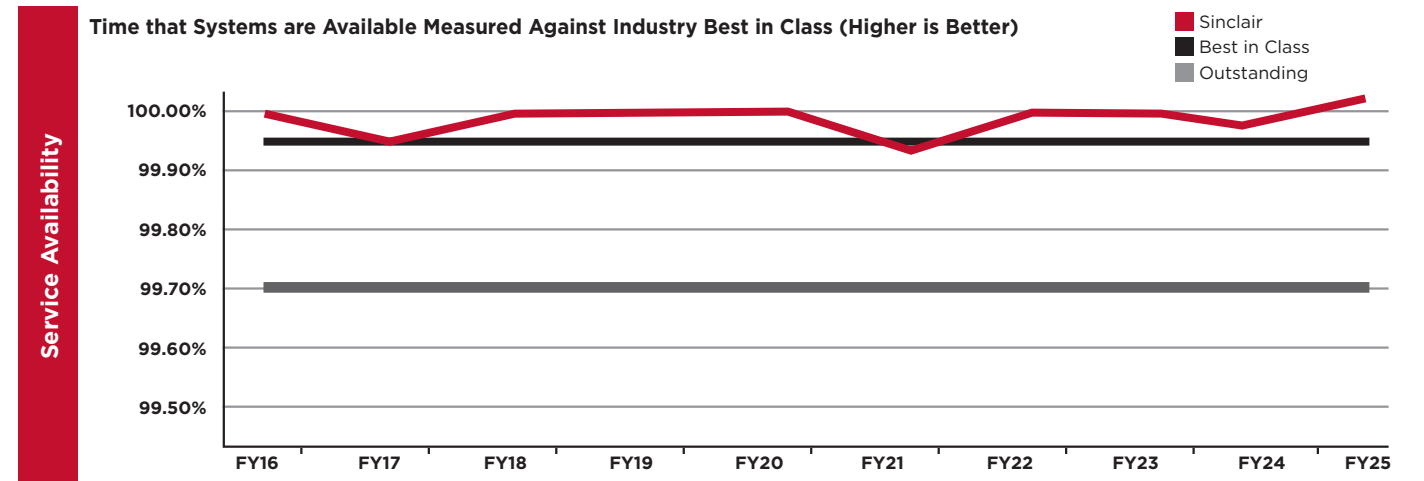
Detailed

Item	Total Investment	Annual Funding	FY26 Expenditure	FY27 Expenditure	FY28 Expenditure	FY29 Expenditure	FY30 Expenditure
Windows desktop replacement	\$3,310,550	\$551,758	\$300,030	\$451,870	\$244,550	\$540,421	\$540,421
Workstation computers	\$1,057,500	\$176,250	\$235,000	\$152,500	\$52,500	\$176,250	\$176,250
PC Monitors	\$945,200	\$94,520	\$66,859	\$19,700	\$102,716	\$143,726	\$13,360
Macs - laptops	\$333,000	\$55,500	\$37,000	\$51,000	\$51,000	\$51,000	\$51,000
Macs - desktops	\$929,600	\$154,933	\$252,000	\$188,920	\$154,933	\$154,933	\$154,933
Windows laptops w/dock	\$2,261,000	\$452,200	\$383,596	\$452,200	\$452,200	\$452,200	\$452,200
Plotters	\$40,000	\$5,714	\$5,714	\$5,714	\$5,714	\$5,714	\$5,714
Printers	\$278,400	\$39,771	\$39,600	\$32,429	\$38,914	\$39,771	\$39,771
Satellite copiers	\$1,034,000	\$147,714	\$143,000	\$143,000	\$143,000	\$147,714	\$147,714
Network Servers	\$2,150,000	\$430,000	\$250,000	\$339,800	\$369,800	\$369,800	\$369,800
Closet UPS's	\$244,800	\$48,960	\$48,960	\$48,960	\$48,960	\$48,960	\$48,960
Network Infrastructure	\$3,700,000	\$528,571	\$100,000	\$100,000	\$300,000	\$300,000	\$600,000
Wireless Network	\$585,000	\$117,000	\$50,000	\$183,000	\$100,000	\$100,000	\$100,000
UNIX Servers	\$261,000	\$52,200	\$0	\$261,000	\$0	\$0	\$0
Video Capture Cameras	\$79,200	\$15,840	\$15,600	\$15,840	\$15,840	\$15,840	\$15,840
Backup infrastructure	\$510,000	\$102,000	\$225,000	\$0	\$0	\$110,000	\$75,000
Phone infrastructure	\$1,020,000	\$145,714	\$45,000	\$145,000	\$145,000	\$145,000	\$145,000
Load Balancers	\$300,000	\$50,000	\$250,000	\$0	\$0	\$0	\$0
Library System	\$35,000	\$7,000	\$0	\$35,000	\$0	\$0	\$0
Firewall	\$250,000	\$50,000	\$0	\$10,000	\$250,000	\$0	\$0
Multimedia classrm/mtg room	\$4,062,000	\$338,500	\$241,034	\$300,000	\$300,000	\$300,000	\$300,000
Bldg 14 forum	\$375,000	\$41,667	\$0	\$375,000	\$0	\$0	\$0
Bldg 8 stage multimedia	\$125,000	\$15,625	\$0	\$125,000	\$0	\$0	\$0
Great Hall multimedia	\$63,000	\$6,300	\$0	\$0	\$0	\$0	\$0
Phone UPS	\$40,000	\$40,000	\$0	\$0	\$50,000	\$0	\$0
Cable TV System	\$250,000	\$25,000	\$0	\$100,000	\$0	\$0	\$0
Wireless Microphone System	\$100,000	\$11,111	\$12,000	\$11,111	\$11,111	\$11,111	\$11,111
Charity Earley multimedia	\$126,000	\$12,600	\$0	\$126,000	\$0	\$0	\$0
Televisions and Monitors	\$150,000	\$21,429	\$15,000	\$20,000	\$25,000	\$25,000	\$21,429
Total	\$24,615,250	\$3,737,879	\$2,715,393	\$3,693,044	\$2,861,238	\$3,137,440	\$3,268,503

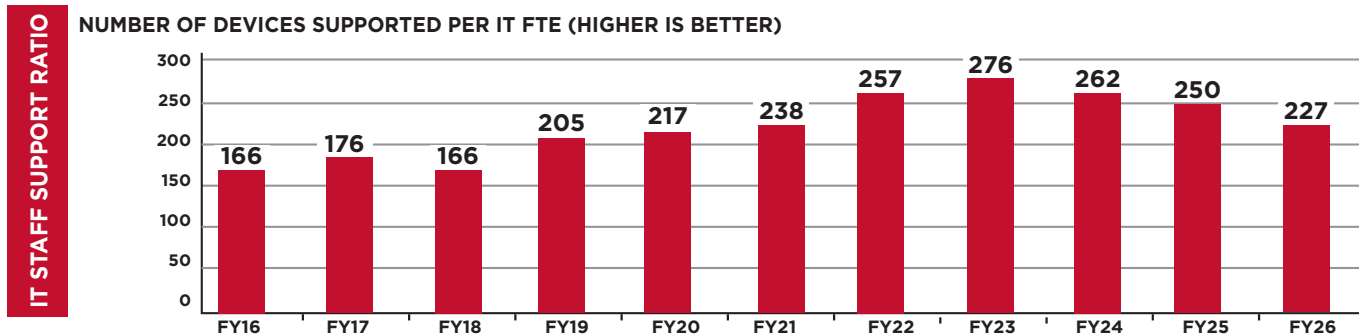
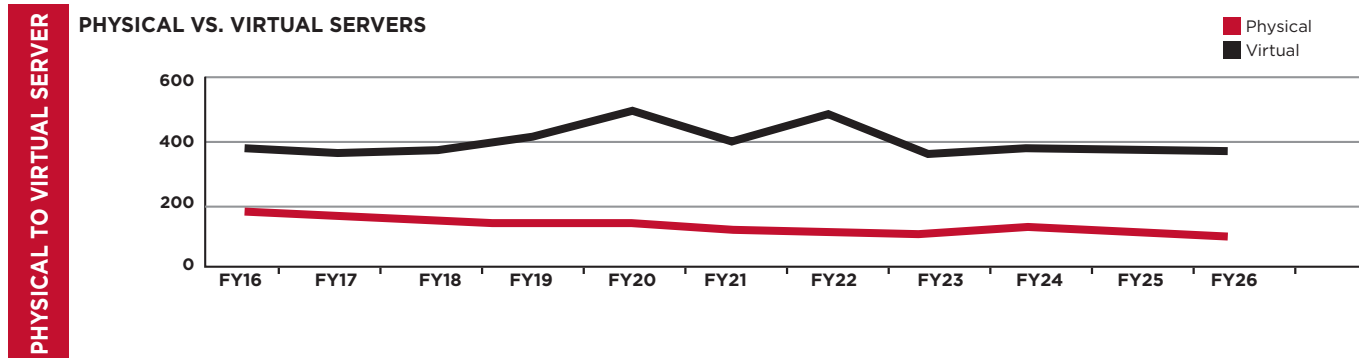
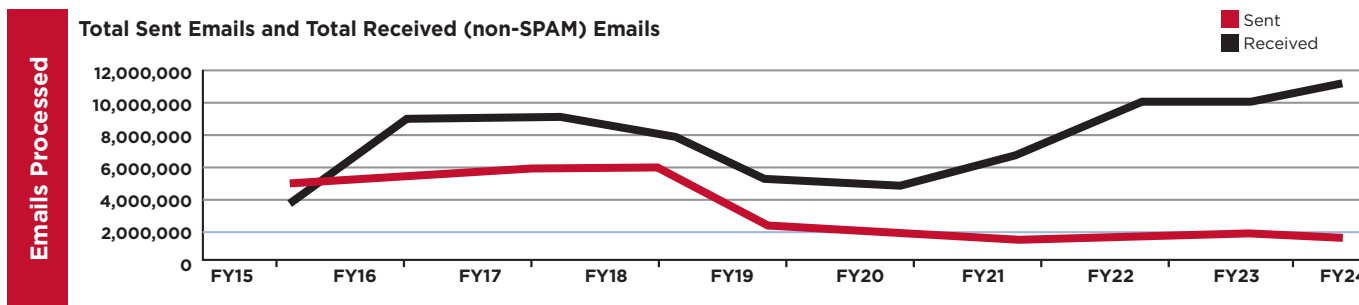
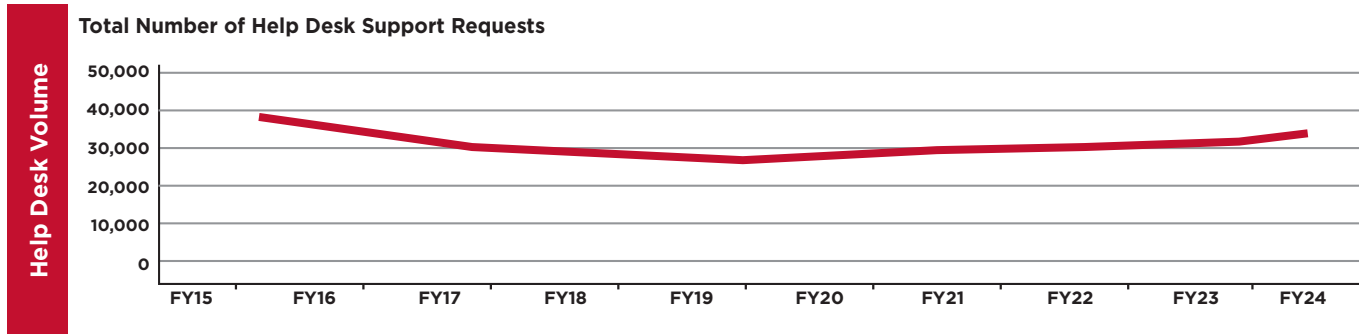
APPENDIX 1: SINCLAIR IT

Key Performance Measures Against Industry Benchmarks

Industry benchmark data provided by *Gartner*, the world's leading IT research and advisory company.



Additional Service/System Usage Charts



IT CHARTER

VISION

To be recognized as a trusted partner and catalyst for business innovation through effective technology leadership.

MISSION

The IT department is dedicated to providing students, faculty, staff, and stakeholders with the tools and services needed to enable efficient workflows, cooperation, and communication, supporting the achievement of organizational objectives.

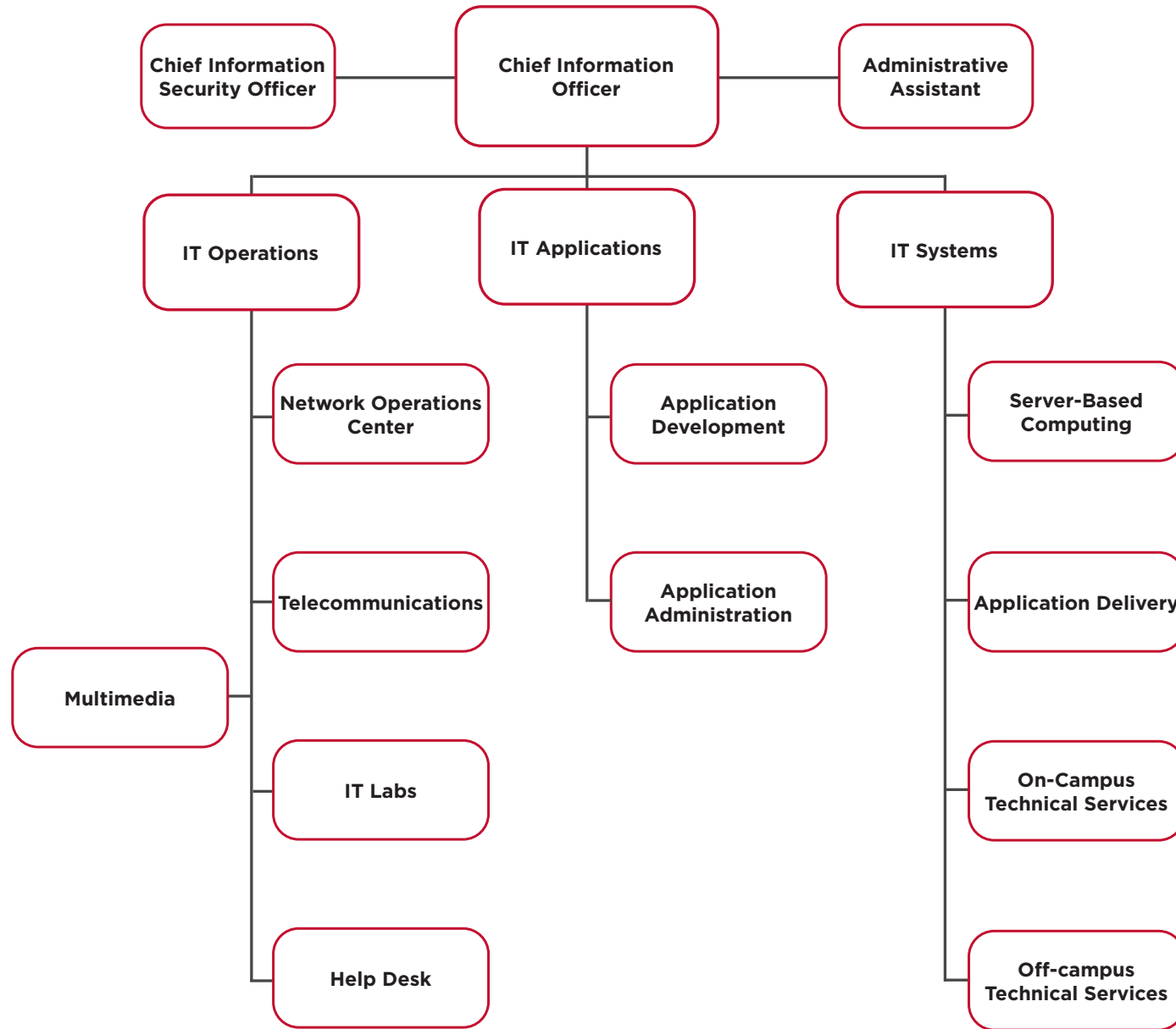
GUIDING PRINCIPLES

- **Enterprise Value** – Our goal is to deliver substantial long-term value to the college by providing solutions that are fit for purpose and that reduce operational complexity and cost of ownership.
- **Customer-Centric** – We provide solutions that empower students, faculty, staff, and stakeholders with the resources they need to learn and work from anywhere.
- **Integration First** – We evaluate, select, and integrate the best commercially available solutions to meet the needs of the college. We only consider custom solutions as a last resort.
- **Information Management** – We provide secure and timely access to college data assets through well managed systems integration and access control procedures.
- **Innovative** – We seek new and creative ways to utilize technology to advance college priorities.
- **Secure** – We protect enterprise assets by building and maintaining a stable and secure technology environment that reflects the college’s appetite for risk.
- **Collaborative** – We support teamwork that is fostered through mutual communication, collaboration, and a culture of respect across the organization.
- **Compliant** – We operate within the applicable regulatory and legal mandates.

HIGH-LEVEL RESPONSIBILITIES

- **Cybersecurity** – Ensuring strong systems security, data integrity, and privacy through proactive monitoring, continually improving systems protections, user awareness training, and incident response procedures.
- **Systems and Support** – Providing reliable, well-managed systems, and exceptional support.
- **Application Integration and Development** – Integrating, customizing, and maintaining applications that streamline college functions.
- **Solutions Advisory** – Helping departments evaluate, select, and implement solutions that address their needs and drive digital transformation.
- **Project and Change Management** – Managing technology projects and initiatives to success.
- **Governance** – Defining campus-wide technology standards and acceptable use policies.
- **Procurement and Fiscal Management** – Cost effective procurement of technology and overall budget management.

ORGANIZATION STRUCTURE



STRATEGY

STRATEGIC IT PRIORITIES

Our approach for the upcoming 3 to 5 years will be shaped by the following priorities, reflecting the rapidly evolving technological landscape and the critical need for institutional adaptability. Recognizing these pivotal areas for transformation, we have incorporated them into our strategy to ensure the college remains at the forefront of technological innovation while maintaining security and operational excellence.

Strengthening Cybersecurity Through Zero-Trust Architecture

In response to the exponential growth in sophisticated cyber-attacks and the complexity of multi-cloud security management, our cybersecurity approach is evolving from traditional perimeter-based defense to a comprehensive zero-trust architecture.

Advancing Cloud-First Architecture and Integration

Building on our cloud-centric approach, we will implement a comprehensive cloud-first strategy that focuses on strategic cloud adoption, seamless integration, and establishing the foundation for future scalability while optimizing performance, security, and cost management.

Establishing Comprehensive AI Governance and Innovation

Moving beyond experimental AI adoption, we are implementing production-ready AI governance frameworks while leveraging AI for institutional transformation:

Modernizing Legacy Systems and Infrastructure

Addressing the growing burden of technical debt while preparing for emerging technologies:

Transforming IT Organization and Capabilities

Restructuring IT operations to address evolving responsibilities and emerging technology demands:

Embracing Emerging Technologies for Enhanced Learning

Integrating cutting-edge technologies to transform educational delivery and campus operations:

These strategic priorities reflect our commitment to navigating the complex technological landscape while ensuring the college remains secure, innovative, and prepared for future challenges. Our focus on governance, integration, and strategic modernization will enable us to deliver exceptional value to students, faculty, and staff while maintaining fiscal responsibility and operational excellence.

