

Cabinet Minutes **October 6, 2021**

Zoom 9:00 a.m.

<https://zoom.us/j/96209928014>

Participants: Ryan Gower, Zahi Atallah, Paul Bruinsma, Sheryl Childers, Alex Cline, Michael Conn, Robert Conn, Jay Edgren, Matt Fowler, Ryan Hawkins, Andrea Loll, Amber Malone, Andrea McDowell, Linda Monge, Rodney Ranes, Brent Todd.

Not Participating:

Guests: Tona Ambrose, Chris Forde, Cassandra Goldman, Sharmila Kakac, Alyssa Maglone, Brandon Weger

Welcome: Dr. Gower addressed the group and opened the meeting. The special guests were introduced. The group was asked for comments or corrections regarding the September minutes. No comments or corrections were recommended, so the group moved into new business.

Consent Agenda:

Cabinet approval was given for the consent agenda.

- 1. Grant Update (Gower)-** Cabinet was provided a monthly grant update.
- 2. Memorandum of Understanding WVC Small World/WADI (Fowler)-**
Approval was given for the MOU and will now be presented to the Board on October 19, 2021.
- 3. Distance Delivery Education Plan (Maglone)-** The Distance Delivery Education Plan was pulled from the consent agenda and moved for further discussion.
- 4. Policy 100.36 Sex Offender Registration (Maglone)-** Approval was given for Policy 100.36 and it will now be presented to the Board on October 19, 2021.
- 5. Procedure 100.36 Sex Offender Registration (Maglone)-** Approval was given for Procedure 100.36.
- 6. Procedure 500.11 FERPA (Maglone)-** Approval was given for Procedure 500.11.
- 7. Policy 500.8 Student Conduct Policy (Maglone)-** Approval was given for Policy 500.8 and it will now be presented to the Board on October 19, 2021.

8. **Policy 100.15 Tobacco/Smoke Free Campus (Maglone)**- Approval was given for Policy 100.15 and it will now be presented to the Board on October 19, 2021.
9. **Policy 500.20 Academic Standing (Maglone)**- Approval was given for Policy 500.20 and it will now be presented to the Board on October 19, 2021.
10. **Procedure 500.20 Academic Standing (Maglone)**- Approval was given for Procedure 500.20.
11. **Cabinet Annual Review of Student Complaints (Maglone)**- Approval was given for the review

New Business:

- **IECC Cabinet Presentation (Gower)**- Dr. Gower gave a presentation about Strategic Enrollment Planning and long-term planning for future growth. Discussion centered on the mission of IECC and better aligning our resources to serve our students and communities.

October Approval Items:

12. **College Life Specialist Positions (Loll, Malone, Gower)**- The group viewed and discussed the need for College Life Specialist to direct the implementation of the College Marketing and Recruiting Plans (MRP). Cabinet was supportive of the idea, and Dr. Gower, Dean Malone, and Andrea Loll will now seek input and direction from the College MRP teams how to best move from planning into implementation.
13. **Activity Fee Allocations (Hawkins)**- A copy of activity fee allocations was provided and approved by Cabinet.
14. **Juneteenth Observance Friday, June 17, 2022 (Malone)**- Amber Malone addressed Cabinet with a proposal to observe Juneteenth on Monday, June 20, 2022 in accordance with federal guidelines. The holiday was approved and will now be added to the district calendar.
15. **Distance Delivery Education Plan (Maglone)**- The Distance Delivery Education Plan was discussed and tabled for review by sub-committee.
16. **Open Call for Items (all)**- No additional items were brought forward.

October Informational/Discussion Items:

- EO Testing/Compliance (McDowell, Todd)- Andrea McDowell gave an update on the progress of obtaining and distributing COVID-19 testing kits. Each campus will make every effort to abide by the governor's executive

order that requires testing or proof of vaccination. Additional edits will be made to the guidelines for non-compliance and sent to the Cabinet for approval by voting buttons the week of 10/18.

- TABLED - Course/Program Fees (Bruinsma) – Dean Bruinsma reminded Cabinet that he needed feedback about the course/program fee guideline document that the Council of CAOs are developing. Cabinet will have until 10/15 to review and provide edits. Dean Bruinsma will bring the final edit to November cabinet.
- IECC Clinical Standard Affiliation Agreements- Burge House, Harsha Behavioral Center, Helia Healthcare, Jasper Co. Health Dept., ProRehab, Providence Medical Group, Richland Co. Health Dept., Richland Nursing & Rehab, Rachel A. Winters, M.D.
- Non-Standard Clinical Affiliation Agreements- Lawrence Co. Memorial Hospital, Encompass Health Deaconess Rehabilitation Hospital, Select Rehab, St. Anthony's Memorial Hospital, Union Hospital

Committee/Division Reports

- Faculty Advisory Committee Updates (Monge/Gower)- No update at this time.
- Business & Industry Updates (Edgren/Kakac)- Sharmila Kakac gave an update on the B&I.
- Admissions & Records Updates (Gower/Malone)- Amber Malone gave an update on the OAR.
- Enrollment Management Updates (Malone/Loll)- Andrea Loll gave an update on the Strategic Enrollment Planning committee. Following Cabinet she provided a PowerPoint and Report of Fall 22 student applicants.
- CETL Updates (Gower/Ambrose)- Tona Ambrose gave an update on the Center for Excellence in Teaching & Learning.
- International Program (Fowler/Goldman)- Cassandra Goldman gave an update on the International Student Program.

Open Call for Items:

Meeting adjourned: 1:04 p.m.