

**Cabinet Minutes**  
**West Richland Center**  
**November 2, 2022**

**2:00 p.m.**

**Participants:** Ryan Gower, Paul Bruinsma, Cyndi Boyce, Sheryl Childers, Alex Cline, Michael Conn, Robert Conn, Roger Eddy, Jay Edgren, Matt Fowler, Ryan Hawkins, Amie Mayhall, Amber Malone, Andrea McDowell.

**Not Participating:** None.

**Guests:** Alyssa Maglone.

**Welcome:** Dr. Gower opened the meeting and welcomed the participants. The cabinet was asked for comments or corrections regarding the October minutes. No comments or corrections were recommended, so the group moved into new business.

**New Business**

**Consent Agenda:**

*Cabinet approval was given for the consent agenda.*

1. **Articulation Agreements (Gower)**- Dr. Gower provided a copy of articulation agreements with EIU, ISU, SIU, and McKendree University.
2. **2023 Cabinet Meeting Schedule (Gower)**- Dr. Gower provided a copy of the Cabinet meeting schedule for 2023.
3. **2023 IECC Board of Trustees Schedule (Gower)**- Dr. Gower provided a copy of the Board of Trustees meeting schedule for 2023. The meeting schedule will now be presented to the Board on November 15, 2022.
4. **Grant Update (Gower)**- Dr. Gower provided a grant update for review.

*The Consent Agenda was approved.*

**November Approval Items:**

1. **Dual Credit Agreement for Private Schools (R. Conn)**- Robert Conn presented the IECC dual credit agreement, to be entered in to with private schools. The leadership team discussed how this agreement might serve as a pilot for other agreements with private schools and those who homeschool.

2. **Withdrawal of Allied Health Tech Policy (Gower)**- Dr. Gower recommended withdrawing the current Policy 200.6. Approval was given for the withdrawal and the recommendation will now be presented to the Board on November 15, 2022.
3. **Dual Credit Job Duties (Eddy)**- Mr. Eddy presented job duties for a centralized leadership position for IECC Dual Credit. The proposal detailed with dual credit functions would remain with the Deans of Instruction and the Directors of Instructional Services. Cabinet recommended that HR explore structures in use (i.e. Office of Dual Credit) at other Illinois Community Colleges and bring a recommended job title and salary range to the December cabinet meeting. This position will be fully funded by dual credit fees.
4. **Library Technician Special Assignment (McDowell)**- Ms. McDowell presented a request for a new special assignment for a centralized Library Technician to support the District Librarian. The special assignment was approved and will now be presented to the Board on November 15, 2022.
5. **Open Call for Items (all)**

#### **November Informational/Discussion Items:**

- **IECC Housing Policy (First review)**- Dr. Gower presented a draft of a policy for student housing. Cabinet discussed both challenges and opportunities in housing and the need for IECC to recruit students from new markets (out-of-state & internationally) to hit enrollment targets. The policy addresses the need for IECC to develop housing standards and preferred housing partners. Cabinet is considering a requirement for out-of-state/international students (with certain exceptions) to live on campus and in IECC approved housing. Cabinet will review the policy and the SEPC will revisit the issue in its first meeting of 2023.
- **ICCB Course and Curriculum Files (Maglone)**- Alyssa Maglone and Dr. Gower reviewed how IECC's 2019 OPEID merger is impacting the course and curriculum files with the Illinois Community College Board. The work is underway and should be complete by July 2023.
- **Forward Together Overview/Assignments (Gower)**- Dr. Gower assigned the first AY23 projects that are a part of the Forward Together Strategic Engagement Plan. Due to staff limitations, not all projects can be started simultaneously, so the projects will be started in an order that makes sense both chronologically and in terms of staff availability. Updates will be

made to the webpage ([www.iecc.edu/sep](http://www.iecc.edu/sep)) to inform the community of which projects are underway, who is leading, and when the project is expected to be complete.

- **Open call for items (all)-**
  - **Fowler – Equity in Athletics-** President Fowler informed the group that the Presidents had agreed upon roster expectations for athletics and were coming closer to establishing base funding recommendations (per capita) for each sport.
  - **Eddy – ACES Scholarships-** President Eddy and Chancellor Gower informed the group that one year tuition scholarships would be made available to high school seniors who are selected as winners in the ACES competition. The scholarships will be honored at all of the IECC locations.
  - **Hawkins – CTE & Furniture-** Ryan Hawkins gave an update on the priorities for purchases included in the Beautification plan. He asks that campus leaders utilize the consortium provided by the Purchasing Coordinator when utilizing funds for furniture.
  - **Pell Deadline update-** Ryan Hawkins reported that the Pell deadline will not be moved forward for Fall 2023. The Office of Admissions and Records is recommending an additional attendance check between 10-day and mid-term.

Meeting adjourned: 4:21 p.m.