Institutional Outreach Leadership Team Meeting Minutes

Division Meeting Minutes

Date: October 14, 2026, 9AM – 12PM at WVC Student Services Conference Room

Facilitator: Tona Ambrose - Vice Chancellor of Institutional Outreach

Attendees: (Members) Carrie Halbert, Curtis Miller, Tiffany Cowger, Erin Volk, Megan Black, Chris Forde. (Ex-officio Members) Amber Malone, Brandon Weger, Carrie Hallum, and Libby McVicker. Angel Maguire was absent – she was attending a conference.

Key IO Focus Areas

- IOLT Workshop October 9 Recap
- 2026-2027 Institutional Outreach Goal Updates **Dec 8 Mtg** (Teams folder)
- Cross Division monthly meeting minutes/collaborative opportunities
  - Institutional Outreach
  - Student Affairs WVC Council (Lunch) Meeting: 1st Thurs/mo.
  - Business Ops
  - Academic Affairs
- Ongoing process documentation (add to binders – one more by **Dec 8th**)
- Review September Action Items

Items

1. Adult Education – Tona Ambrose for Angel Maguire

Agenda Items:

Discussion

- FY27 Number of Completers and number of currently enrolled:
  - 12 total completers
  - 69 unduplicated enrolled Fall 2026 to date
  - 128 total enrolled FY27
- CEFS Consortium Meeting Update
- WIOA partnerships and Dual Enrollment Presentation Oct 13
- Upcoming APC Meeting and Community Employment Workshops
- FY27 IBT Grant Update
- 2027 Graduation committee – looking for IO volunteers

Action Items

- Set date for upcoming AE Grad committee meeting

2. Dual Credit – Erin Volk and Megan Black

Agenda Items:

Discussion

- Homeschool Early College Waiver rollout, marketing, and numbers
- MPA Updates
- E- Campus issues
- SBDC – CEO Pitch Competition, Oct 22 at WRC
- Dual Credit Billing updates

Action Items

- Homeschool webpage – live next week, Oct 19
- Press Release live Oct 20, same day as IECC registration opens
- Send information to college's front desk receptionists for FAQs
- Brandon is working with Jay Zwilling on finalizing tracking data details
- Amber working with Erin/Megan to add attributes for tracking purposes

3. Enrollment Management – Carrie Halbert and Curtis Miller

Agenda Items:

Discussion

- IECC Campus Visit page online overhaul – new webpage coming soon, students and parents will be able to register online for tours.
- Community Ed update for spring 2027
- Robinson U of I extension office meeting/partnering to offer classes at LTC
- Course Storm (pilot) online registration system is up and running for B&I
    - Curtis working on writing processes for Course Storm usage
- Eventbrite is going well for registering high school events this fall
- CRM Communication plans – and adding TRIO UB and Adult Ed students to the CRM – Amber and Carrie Hallum addressed attributes in Banner.
- Fall recruiting event list – see page 4

Action Items

- Camus Visit page ready to go live on Nov 2

4. Marketing – Chris Forde

Agenda Items:

Discussion

- Digital Advertising proposal and new rubric used by MarCom team
- Meta One for Business – FB limiting number of links posted, Chris is researching solutions and new fee structure
- Alumni Software Foundation Partnership Update
- Work with Dual Credit - Ag & Homeschool
- Meta Major Website Phase 2
- ADA Title II Rule Compliance Deadline - April 26, 2027
- Social Media Strategies Summit for Higher Ed, end of October, Chris is presenting and all IECC MarCom coordinators are attending virtually

- Annual Reports – draft ready last week of October
- IECC Application campaign starts on social media Oct 19

Action Items

- Do an IECC social media FB page inventory due to new Meta restrictions
- Finalize IECC Annual Report and send to print by mid-November, ready for December BOT

5. TRIO Upward Bound – Tiffany Cowger

Agenda Items:

Discussion

- LTC Academic Counselor Vacancy – please share post and JD
- Recruitment Goals (September 1 – December 1)
  - LTC – met
  - OCC & WVC – need 6 more students
- Grant Preparation – November Grant Writing Proposal
- Annual Performance Report – ALL objectives met! See attachment
- Saturday Workshop at OCC 10/17 with 95 students registered
- Fall College Visits

Action Items

- Explore STEM Lab at LTC, like the one installed last year at OCC

6. Ex-Officio Members:

Agenda Items:

Discussion

- Brandon: Enrollment report, with a request by EM to filter B&I data out
- Associate Dean Malone: Working on new/updated admitted letter
- Libby: Mental Health ICCB Grant FY 27 - $88K to continue funding IECC Cares Hub and also continuing to fund Timely Care

Next Meeting (Date/Time/Location):

- TUESDAY November 10, 1-3:30, at OCC – Banquet Room
- TUESDAY December 8, 12-3 at LTC – Christmas Lunch Meeting

• October: • • 14 Edwards County College Fair • 14 RHS Career Fair	• November: • 2 Load for JA Job Spark • 3 JA Job Spark • 4 JA Job Spark • 5 RHS College Fair & Engineering Competition

- 14 U of I Ext Tech Fest at FCC - EDS program highlighted
- 15 U of I Ext Tech Fest at FCC
- 15 WVC Diesel Day
- 16 Richland Co. HS College Fair
- 16 LTC Boys and Girls Club
- 16 WVC Fist Bump Friday Elem
- 17 Trio UB Workshop OCC
- 19 FCC Flora College Fair
- 22 LTC Trick or Treat at the Trail
- 23 Cisne College Fair 1:30 - 3:00
- 23 LTC High Five Friday Oblong
- 30 FCHS Sessions
- 30 FCC Fairfield HS College Fair
- 30 FCC Fairfield Trunk or Treat
- 31 LTC Oblong Fall Follies Parade
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- 5 FCC SPIN
- 6 FCC High Five Friday Jasper Grade School
- 6 WVC Fist Bump Fri Grade Sch
- 7 FCC Fairfield Vets Day Parade
- 7 LTC Scholar Bowl
- 9 OCC SPIN
- 12 LTC SPIN
- 13 LTC Boys and Girls Club
- 14 Trio Upward Bound Workshop
- 17 WVC SPIN
- 19 WVC Radio TV Day
- 19 FCC North Clay College Fair
- 20 LTC High Five Friday Palestine
- 20 FCC Preview Day

TRIO Upward Bound LTC
Illinois Eastern Community Colleges
UB/UBMS PE Points

Funded to Serve Ratio

LTC 67 Funded to serve

Outcome: 67 / 67 = 100.00%

Eligibility Criteria

66.67% of all UB participants served must be Low Income and First Generation.

(7)

Outcome: 45 / 67 = 67.16%

Academic Performance-Grade Point Average (GPA)

40% of participants served during the project year will have a cumulative GPA of 2.5 or better on a four-point scale at the end of the school year.

Outcome: 50 / 67 = 74.63%

Academic Performance on Standardized Test

35% of UB seniors served during the project year will have achieved at the proficient level on state assessments in reading/language arts and math.

Outcome: 9 / 18 = 50.00%

Secondary School Retention and Graduation

86% of project participants served during the project year will continue in school for the next academic year, at the next grade level, or will have graduated from secondary school with a regular secondary school diploma.

Outcome: 66 / 67 = 98.51%

Secondary School Graduation (Rigorous Secondary School Program of Study)

30% of all current and prior-year UB participants who graduated from high school during the school year with a regular secondary school diploma will complete a rigorous secondary school program of study.

Outcome: 8 / 22 = 36.36%

Postsecondary Enrollment

56% of all current and prior-year UB participants who graduated from high school during the school year with a regular secondary school diploma will enroll in a program of postsecondary education by the fall term immediately following high school graduation, or will have received notification by the fall term immediately following high school from an institution of higher education of acceptance but deferred enrollment until the next academic semester (e.g., spring semester).

Outcome: 15 / 22 = 68.18%

Postsecondary Completion

36% of participants who enrolled in a program of postsecondary education, by the fall term immediatelyfollowing high school graduation or by the next academic term (e.g., spring term) as a result of acceptance but deferred enrollment, will attain either an associate or bachelor's degree within six years following graduation from high school.

Outcome: 10 / 17 = 58.82%

Illinois Eastern Comm. Colleges
OCC TRIO Upward Bound
UB/UBMS PE Points

Funded to Serve Ratio

OCC 77 Funded to serve

Outcome: 80 / 77 = 103.90%

Eligibility Criteria

66.67% of all UB participants served must be Low Income and First Generation.

Outcome: 54 / 80 = 67.50%

Academic Performance-Grade Point Average (GPA)

75% of participants served during the project year will have a cumulative GPA of 2.5 or better on a four-point scale at the end of the school year.

Outcome: 70 / 80 = 87.50%

Academic Performance on Standardized Test

40% of UB seniors served during the project year will have achieved at the proficient level on state assessments in reading/language arts and math.

Outcome: 14 / 22 = 63.64%

Secondary School Retention and Graduation

80% of project participants served during the project year will continue in school for the next academic year, at the next grade level, or will have graduated from secondary school with a regular secondary school diploma.

Outcome: 80 / 80 = 100.00%

Secondary School Graduation (Rigorous Secondary School Program of Study)

42% of all current and prior-year UB participants who graduated from high school during the school year with a regular secondary school diploma will complete a rigorous secondary school program of study.

Outcome: 12 / 25 = 48.00%

Postsecondary Enrollment

65% of all current and prior-year UB participants who graduated from high school during the school year with a regular secondary school diploma will enroll in a program of postsecondary education by the fall term immediately following high school graduation, or will have received notification by the fall term immediately following high school from an institution of higher education of acceptance but deferred enrollment until the next academic semester (e.g., spring semester).

Outcome: 18 / 25 = 72.00%

Postsecondary Completion

36% of participants who enrolled in a program of postsecondary education, by the fall term immediatelyfollowing high school graduation or by the next academic term (e.g., spring term) as a result of acceptance but deferred enrollment, will attain either an associate or bachelor's degree within six years following graduation from high school.

Outcome: 6 / 12 = 50.00%

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Illinois Eastern Comm. Colleges
WVC TRIO Upward Bound
UB/UBMS PE Points

WVC

Funded to Serve Ratio

65 Funded to serve

Outcome: 65 / 65 = 100.00%

Eligibility Criteria

66.67% of all UB participants served must be Low Income and First Generation.

Outcome: 48 / 65 = 73.85%

Academic Performance-Grade Point Average (GPA)

40% of participants served during the project year will have a cumulative GPA of 2.5 or better on a four-point scale at the end of the school year.

Outcome: 53 / 65 = 81.54%

Academic Performance on Standardized Test

38% of UB seniors served during the project year will have achieved at the proficient level on state assessments in reading/language arts and math.

Outcome: 9 / 14 = 64.29%

Secondary School Retention and Graduation

86% of project participants served during the project year will continue in school for the next academic year, at the next grade level, or will have graduated from secondary school with a regular secondary school diploma.

Outcome: 64 / 65 = 98.46%

Secondary School Graduation (Rigorous Secondary School Program of Study)

30% of all current and prior-year UB participants who graduated from high school during the school year with a regular secondary school diploma will complete a rigorous secondary school program of study.

Outcome: 6 / 20 = 30.00%

4

Postsecondary Enrollment

65% of all current and prior-year UB participants who graduated from high school during the school year with a regular secondary school diploma will enroll in a program of postsecondary education by the fall term immediately following high school graduation, or will have received notification by the fall term immediately following high school from an institution of higher education of acceptance but deferred enrollment until the next academic semester (e.g., spring semester).

Outcome: 14 / 20 = 70.00%

4

Postsecondary Completion

36% of participants who enrolled in a program of postsecondary education, by the fall term immediatelyfollowing high school graduation or by the next academic term (e.g., spring term) as a result of acceptance but deferred enrollment, will attain either an associate or bachelor's degree within six years following graduation from high school.

Outcome: 7 / 15 = 46.67%

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