



## Institutional Outreach Leadership Meeting Minutes

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### **Wed, July 9, 2025, 9:00 AM - 12:00 PM @ WVC Student Services Conference Room**

- Members present: Angel Maguire, Curtis Miller, Carrie Halbert, Megan Black, Erin Volk, Chris Forde, Tona Ambrose. (Tiffany was on the UB trip.)
- Ex-officio members present: Brandon Weger, Amber Malone, Cassandra Goldman, Ryan Wilborn, Jamie Carman, Carrie Hallam

### **WELCOME - Tona Ambrose**

- IECC Division Meeting Minutes Review
  - [Student Affairs](#)
  - [Business Ops](#)
  - [Academic Affairs](#)
- 2025-2026 Goals/Processes
  - August 8 IO Meeting: Submit one process and goal updates

### **ADULT EDUCATION - Angel Maquire**

- Program Review – submitted review to Mandy Grapares this morning.
- Number of Completers: 78
- Number Enrolled: 329 unduplicated individuals were enrolled in FY25.
- Summer Session began on Monday, July 7
  - 56 active summer students. This number will increase this week.
- Summer Graduation - July TLBWRC – July 18th, 6 – 8 pm
  - 80 grad applications, Derek Dunn will be there to take pictures, Allen Simpson helping with tech/sound/ slide show, Jeremy Brush (ROE 21) speaking, along with a recent AE Grad. Every graduate who has RSVP'd is bringing more than five guests - expecting a large turnout. Invites were sent out to graduates, teachers, support staff, admin, trustees, and legislators.
- New ESL Instructor hired for Flora ESL classes.
- Closing out FY25 AEFLA Grant – working on multiple FY25 close-out reports.
- Awaiting response from the Office of Management and Budget (OMB) Director Russel Vought to release IELCE funding and Adult Education Federal Funding. Staying up to date with appropriate information and current call-to-action campaigns from COABE and IACEA. Spoke with Rupa Sameer, our ICCB representative, on Monday - she said we are doing very well and to stay the course.
- The Department of Ed sent the following notification to states regarding FY25 funds for the Adult Education State Grant and Integrated English Language and Civics Education (IELCE) program: "The Department will

not be issuing Grant Award Notifications obligating funds for these programs on July 1. The Department remains committed to ensuring taxpayer resources are spent in accordance with the President's priorities and the Department's statutory responsibilities."

- This delays the states from beginning the drawing down of funds on July 1, enabling appropriate budgeting.
- Links to take action: <https://app.oneclickpolitics.com/campaign-page?cid=TS2-zJcB9s0rxFL0uyZ4&lang=en>
- <https://app.oneclickpolitics.com/campaign-page?cid=gWxix5cBbXOkFlaXHH6F&lang=en>
- Campaign: #FundFutures, #FundAdultEd

### **DUAL CREDIT - Erin Volk and Megan Black**

- DC Fall Orientations - will offer online registration:
  - Aug. 5, 1:00 FCC and 6:00 pm LTC
  - Aug. 7, 1:00 pm OCC
  - Aug. 12, 10:00 am & 5:30 pm Virtual
- Summer mailings – orientation post cards & fall info letters going out
- 2025-2027 Model Partnership Agreements (MPA) meeting updates - taking all MPAs to the August board meeting.
- DC Instructor onboarding class being offered

### **ENROLLMENT MANAGEMENT - Carrie Halbert and Curtis Miller**

- TRIO Upward Bound Tours of WRC & LTC went well
- Creating IECC 2025-2026 Events in CRM - will be ready in August
- Campus Tour/Visit Page - working on a webpage for prospective students to register online on pre-set dates.
- -Walk in Wednesdays - July 2, **9, 16, 23** - first one taking place today
- Campus Based Recruiting Teams Update - Carrie is going to each college once a month to meet with the CBRTs for upcoming events and recruitment/enrollment strategies.
- Illinois One-Click Direct Admissions Law Update/Strategy Planning:
  - Committee Meeting: Amber, Carrie, Curtis, Tona
  - Amber explained the new Illinois One Click Admit Law, its potential challenges, and the need for clear communication and marketing.
    - The Law allows students to be admitted to any Illinois university or community college with a single click, starting August 2025. See [website](#) for schools participating this year and schools being added next year.
    - The law presents challenges, including the need for clear communication and marketing to ensure students understand the process and requirements.

- Priority Deadline: Amber suggested implementing a priority deadline for sophomores to lock in tuition discounts, encouraging early applications. The committee will meet next week to discuss this new law/initiative.
- Community Education:
  - Worked with B&I to curate *ED to Go* online classes
  - Working on a Fall IECC Community Ed schedule/promo material
  - Creating an IECC Community Ed website
  - Summer Camps: Various IECC summer classes are still taking place, including Kids in Motion at FCC for K-8, as well as a visit/class to the Boys and Girls Club in Robinson on July 22.
- IECC Program Promo Push collaborative with Marketing:

<b><u>FCC:</u></b> <ul style="list-style-type: none"> <li>● Graphic Arts</li> <li>● Phlebotomy</li> </ul>	<b><u>LTC:</u></b> <ul style="list-style-type: none"> <li>● Process-tech</li> <li>● Broadband/Telecom</li> <li>● Welding</li> </ul>
<b><u>OCC:</u></b> <ul style="list-style-type: none"> <li>● Automotive</li> <li>● Industrial Maintenance</li> <li>● Welding</li> </ul>	<b><u>WVC:</u></b> <ul style="list-style-type: none"> <li>● Broadcasting Radio/TV</li> <li>● Early Childhood Education</li> <li>● Human Behavioral Health</li> </ul>

### **MARKETING - Chris Forde**

- Updated (awesome) virtual campus visit/tour page on [website](#)
- Program push for fall - see above - collab with EM
- Digital Annual Advertising Update - including general marketing, program-specific campaigns, social media campaigns, and strategically targeting Indiana. Working on new goals to aid in collaboration.
- Annual Report Retreat - Friday at WRC to collaborate with the MarCom team and kick off the 2024-2025 IECC campus annual reports together.
- 60th Anniversary of Illinois Community College Act (ICCA): Chris shared that the 60th anniversary of the ICCA will be celebrated with various activities, including a speech by the governor and a selfie station at the State Fair. IECC will make social media posts about this.
- E-Bills Implementation: Chris provided details about the new e-bill process, which replaces paper statements with electronic invoices available in Entrata and he and his MarCom team created promo materials to share.
- Social Media Strategy Summit: Chris announced that he will be speaking again at the Social Media Strategy Summit on a panel with representatives from Harvard and Purdue Northwest.

### **TRIO UPWARD BOUND – Tona gave a report for Tiffany Cowger**

- STEM Room Project Update - Received \$47,000 total grant funding:
  - Updated Quote – KI (\$53,591.38)
    - Removed some furniture (\$5,739.88)
  - Revised FINAL Quote (5/29) - \$46,459.24
  - Requisition complete.
- Senior Enrollment Update/College-going rates:
  - 88% of IECC UB seniors enrolled 42/48
  - 48% – Illinois college-going rate
  - 67% – National college-going rate
    - IECC – 26/48 = **54%**
    - EIU – 4/48 = **8%**
    - VU – 2/48 = **4%**
    - Lakeland – 2/48 = **4%**
    - Carolina Coastal University – 1/48 = 2%
    - Belmont University – 1/48 = 2%
    - Freed-Hardeman University – 1/48 = 2%
    - Missouri University of Science and Tech – 1/48 = 2%
    - University of Kentucky – 1/48 = 2%
    - Maryville University – 1/48 = 2%
    - University of Evansville – 1/48 = 2%
    - Indiana University – 1/48 = 2%
  - Upward Bound Summer Program June 2 – July 11, 2025
    - 80 students (daily)
      - Collaboration w/ Health Career Camp (8)
    - Summer Trip – July, Cincinnati, OH
      - 79 students
- FY 26 Proposal
  - Advocacy – Contact members of Congress/**Request UB September start GANs ASAP** - Toolkit – [www.coenet.org](http://www.coenet.org)

#### EX-OFFICIO UPDATES:

- Brandon:
  - Data update - applications/targets/other
  - Meta Majors update
- Cassandra:
  - University Tours and Articulation Agreements: Cassandra discussed the importance of university tours and the need for better articulation agreements and marketing materials to support student transfers. She and her team are taking three tours this summer and working to improve the AA webpage.

- Cassandra provided an update on the implementation of Net Tutor, the new tutoring service, and the need to remove references to the old service, Tutor Me - she is working with Jeff G. to do this.
- Weeks of Welcome: Rebrand the first 10-day activities as "Weeks of Welcome" and update all relevant materials.
- Amber:
  - Common App: IECC is moving towards the common app, but it probably won't go live until April of next year. More info to come.
- Jamie Carman: CRM Advise coming along, not able to use texting yet
- Ryan/Carrie: No report

Carrie: **Next IO Leadership Meeting: FRIDAY** August 8, 2025, 9-12 PM at FCC

- **Important Dates:**
  - Aug 13 IECC Workshop
  - Aug 14 Faculty Workshops
  - Aug 19 NSO
  - Aug 21 First Day of Classes
- September 10, 2025, 9-12PM at LTC
- October 8, 2025, 9-12PM at OCC
- November 12, 2025, 9-12PM at WVC
- December 3, 2025, 9-12PM at FCC? TBD Christmas Party :)


COUNCIL for OPPORTUNITY in EDUCATION

GOVERNMENT RELATIONS

CONTACT YOUR CONGRESSMEMBERS NOW



Sample Letter  
from a **Current  
Students**



Sample Letter  
from **Parents of  
Current Students**



Sample Letter  
from **TRIO  
Alumni**



Sample Letter in  
**General Support  
of TRIO**

You may also contact your Members of Congress by calling **(202) 224-3121** for the U.S. congressional switchboard operator.

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