



Institutional Outreach Leadership Meeting Minutes

Friday, August 8, 2025, 9:00 AM - 12:00 PM - FCC Mason Hall

- Members present: Angel Maguire, Curtis Miller, Carrie Halbert, Megan Black, Erin Volk, Chris Forde, Tona Ambrose
- Ex-officio members present: Brandon Weger, Amber Malone, Cassandra Goldman, Jamie Carman, Carrie Hallam

WELCOME - Tona Ambrose

- IECC Division Meeting Minutes Review
 - [Student Affairs](#)
 - [Business Ops](#)
 - [Academic Affairs](#)
- 2025-2026 Goals - in IO Shared Drive
- IO Processes - Each office submit one per month in 2025-2026
- October Divisional Workshop - October 10, 2025 - more details to follow

ADULT EDUCATION - Angel Maquire

- 85 total completers and 327 unduplicated students enrolled in FY25
- 59 active Summer Session students.
- 23 graduates walked in July, Chika Koker was the Alum speaker, Jeremy Brush from ROE 12 was the keynote speaker, and several teachers. Preparing for the FY26 Graduation, 8 completers already this fiscal year.
- The Office of Management and Budget (OMB) has released IELCE funding and Adult Education Federal Funding with a new look and expectations for AE this fiscal year and going forward
- Co-Enrollment/ICAPS focus for FY26 - goal is 25 students
- Focusing on employability and workforce skills, credential attainment, skilled workforce development, and economically sustainable futures. Industry recognized credentials are an expected outcome for adult education, via Integrated Education and Training (IET) and Pre-Apprenticeship Programs
- The Governor's Office and DCEO released the 2025 Illinois Works Pre-Apprenticeship Program NOFO (Illinois Department of Commerce and Economic Opportunity). Any community-based organization, community college, non-profit college, trade association, workforce development organization, school district, among others, can now apply using the information provided in the NOFO.
 - Focus on local partnerships and funding opportunities.

- Stay connected with State Partnerships.
- Department of Education (ED) and Department of Labor-(DOL) Workforce Development Partnership.
- Closing out the FY25 AEFLA Grants – Currently working on multiple close-out reports for FY25.
- Revision of the FY26 AEFLA Grants – complete and awaiting approval
- Angel would like to advertise Walk-in Wednesdays to Adult Ed students and be part of this next July 2026.
- Angel and the Adult Ed instructors are piloting the use of Canvas in their classes Fall 2025.
- 2025-2016 Goals/Process submitted

DUAL CREDIT - Erin Volk and Megan Black

- DC Fall Orientations - with online registration:
 - Aug. 5, 1:00 FCC - preregistered 10
 - Aug. 5, 6:00 LTC - preregistered 62
 - Aug. 7, 1:00 OCC - preregistered 35
 - Aug. 12, 10:00 VIRTUAL - preregistered 12
 - Aug. 12, 5:30 VIRTUAL - preregistered 13
- Brandon Weger created the DC Orientation registration process with Erin and Megan to track attendance and built a survey to be sent out after.
- DC Orientation onboarding letters sent to all DC students and parents
- Working on remaining – Type A courses and Entrata accounts
- All Model Partnership Agreements are signed by HS Admin and will go to the IECC BOT of Chancellor Gower's signature this month.
- 2025-2016 Goals/Process submitted

ENROLLMENT MANAGEMENT - Carrie Halbert and Curtis Miller

- New Surgical Tech 1+1 Articulation Program IECC/VU is going to BOT in August and will work with marketing to be ready to promote.
- Collaborative UB Tour of WRC/UB Tour of LTC Campus Update
- Student Ambassador Orientation and district workshop sessions next week
 - WVC (M), OCC (T) District Workshop (W), LTC (R), FCC(F)
- HS Counselors: List of 2025-2026 IECC events emailed out this week
- Recruiting Season (Fall 2026 semester) starts at the end of this month
- Lincoln HS Career Fair in Vincennes Aug 28 - second year to be invited

- Campus Based Recruiting Teams Update - Carrie meets with each college's team monthly with meeting minutes provided
- Walk-in Wednesday strategy was a great success:

2025 WALK IN WEDNESDAY SUMMARY

	2-Jul	9-Jul	16-Jul	23-Jul	30-Jul	Total
FCC	1	1	5	2	2	11
LTC	7	10	14	8	11	50
OCC	13	25	26	27	15	106
WVC	4	7	9	7	4	31
Total Attended	25	43	54	44	32	198
Total Enrolled	16	32	42	37	24	151

- Event Brite meeting to streamline registration for community ed and other misc. recruiting events, in particular the WVC Cadaver Day
- Community Ed Website is live and includes IECC Fall 2025 catalog <https://iecc.edu/communityed>
- Illinois One-Click Direct Admissions Law Update August 2025. See [website](#) for schools participating this year and schools being added next year - more information to follow.
- Current IECC Program Promo Push collaborative with Marketing:

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

- 2025-2016 Goals/Process submitted

MARKETING - Chris Forde

- Best Decision Ever Campaign up and running - including website with student, faculty, staff, alumni testimonial videos <https://iecc.edu/best>
- 2024-2025 Annual Reports - MarCom team working on individual college reports, with several uniform pages - targeted completion date, Sept 8

- NJCAA All Academic Student Athlete Process with Athletics/ADs - created a process to connect to Student Records and college ADs to unify announcing and promoting each semester/year
- Digital Advertising - specifically finishing up details for WTWO and WTHI to target identified Indiana areas with Best Decision Ever and other programs
- Return of IECC Virtual Marketing Mixers - these 30-minute Teams sessions were well attended last year, so will run a series again starting in Fall
- 2025-2016 Goals/Process submitted

TRIO UPWARD BOUND - Tiffany Cowger

- STEM Update:
 - Carrie Winter Grant – Received **\$10,000**. (requested \$19,400)
 - Mary Heath – Did not receive funding. (requested \$20,000)
 - Johnsie Fiock – Received **\$25,000**. (requested \$25,000)
 - Wolfe Foundation – Received **\$10,000**
 - Joe Johnson – Received **\$1,000**
 - First National Bank of Olney – Received **\$1,000**
 - T-Mobile grant – Awards announced in September (requested \$12,000)
 - Funds for remaining furniture and STEM kits
- Updated Quote – KI (\$53,591.38)
 - Removed some furniture (**\$5,739.88**)
 - Revised FINAL Quote (5/29) - \$46,459.24
- Delivery/installation begins – August 27, 2025, with Open house - TBA
- Senior Enrollment Update:
 - TRIO UB College-going rates: 88% of UB seniors 42/48 (was 43/48 = 90%)
 - 48% – Illinois college-going rate / 67% – National college-going rate
 1. IECC – 26/48 = **54%** increased to **27/48 56%**
 2. EIU – 4/48 = **8%**
 3. VU – 2/48 = **4%**
 4. Lakeland – 2/48 = **4%**
 5. Carolina Coastal University – 1/48 = 2%
 6. Belmont University – 1/48 = 2%
 7. Freed-Hardeman University – 1/48 = 2%
 8. Missouri University of Science and Technology – 1/48 = 2%
 9. ~~University of Kentucky – 1/48 = 2%~~ - **attending OCC**
 10. Maryville University – 1/48 = 2%
 11. University of Evansville – 1/48 = 2%
 12. Indiana University – 1/48 = 2%
- Upward Bound Academic Year: September 2, 2025 – May 8, 2026
 - College Prep Sessions
 - Monday - Thursday, Sept 2 - May 8
 - Recruiting

- September 2 - May 30
 - Freshman/sophomores English classes
 - Freshman Orientation
- 61 Total Vacancies:
 - LTC – 17 participants
 - OCC - 28 participants
 - WVC - 16 participants
- Staff Professional Development
 - August – Fall Staff Workshops
 - Compassion Fatigue – Avoiding Burnout
 - COE Annual Conference – Chicago (9/7-9/10)
 - One staff per grant attending
 - ISAC Training – October 3, 2025
 - TRIO UB
- TRIO Advocacy:
 - TRIO SSS received funding
 - Talent Search application notice – by Dec. 1
 - FY 26-27 budget level funded (still a win)
 - **Current focus – Request UB GANs ASAP**
- 2025-2016 Goals/Process submitted

EX-OFFICIO UPDATES:

- Brandon:
 - Data and Meta Majors updates
- Cassandra:
 - New Student Orientation - August 19 at all four college campuses
 - Tutor Me - new IECC tutoring system - promoting to all students
 - Weeks of Welcome - Curtis will send a CRM text reminder
- Amber:
 - Common App Update - upcoming webinar, more details soon

Next IO Leadership Meeting: Wed. Sept 10, 2025, 9-12 PM at LTC WH Main Office

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