

Student Affairs Leadership Team Meeting
January 20, 2026
2:00 p.m.
LTC Williams Hall Conference Room

Participating: Matt Fowler, Cassandra Goldman, Libby McVicker, Chad Groves, Wain Davis, Jamie Carman, Amber Malone, Levi Johnson (Teams), and Katie Hinderliter (Teams-Recorder)

Common Student Affairs Goals/Staff Evaluations:

- A. Discussion:** The current Strategic Engagement Plan is ending, shifting to a two-year operational plan to measure the health of the institution. Dr. Fowler provided the KPI Framework handout, which aligns to four pillars (Pillar 1: Transform Lives; Pillar 2: Faculty & Staff; Pillar 3 Steward Resources; and Pillar 4 Impact Communities), with 16 primary questions.

A key change emerging from this process is moving the staff evaluation cycle from February to May to better support division-wide goal alignment and annual planning. The team also discussed the importance of ensuring that individual and divisional goals remain linked, consistent, and clearly tied to what the Board expects the institution to accomplish.

The team explored the four pillars, agreeing that Pillar 1 captures much of the essence of the team's work, and identifying processes rather than creating new goals.

- B. Decision:** None.
- C. Action:** Dr. Fowler will have discussions with members in individual meetings to further discuss, and the team will continue to flesh out plans at the next meeting. The timeframe to formulate a plan is May to go to the Board in June.

ISAB Update:

- A. Discussion:** Cassandra submitted the minutes from the IECC Student Advisory Board's January meeting. She provided a budget update, noting that approximately \$8,000 remains to be spent through the end of the year. The following funding requests were approved: 2026 Lineman Rodeo (FCC); 2026 Spring GradFest at each campus; 2026 Spring Cookout at each campus; 2026 Fall New Student Orientation at each campus; 2026 Fall IECC Weeks of Welcome activities at each campus; and TRIO Policy Seminar funding. Cassandra also reminded the group that students interested in serving as the IECC Student Trustee for the 2026-27 academic year must submit their Application and Declaration of Candidacy to her by February 9. The campaign period will run from February 10-23, and student voting will take place February 24-26. Mireya Rose's term as Student Trustee and ISAB President concludes in March 2026.
- B. Decision:** SALT approved the January meeting minutes as presented, including approval of funding requests outlined therein.

- C. **Action:** The January ISAB meeting minutes are incorporated into these minutes in the attached document dated 1-20-26.

Grant Update:

- A. **Discussion:** Libby provided an update on the status of current grant applications. She noted that with the updated grant application process, there is an increased emphasis on ensuring that grant proposals are well thought out and appropriately vetted, as the effective use of grant funds is essential.
- B. **Decision:** None.
- C. **Action:** None.

2027-2027 Academic Calendar:

- A. **Discussion:** Amber shared the draft 2027-2029 Academic Calendar for review. She noted that for Fall 2027, orientation is scheduled for Monday with classes beginning on Thursday. For Fall 2028, orientation is scheduled to begin on Monday, with classes starting the following day. She also explained that the draft schedule is also being reviewed by Advising, HR, Financial Aid, Bonnie Chaplin and Ryan Hawkins. Amber added that workshop dates may need to fluctuate.
- B. **Decision:** SALT approved the draft 2027-2029 Academic Calendar, pending any changes from the District Office and Human Resources.
- C. **Action:** None.

TRIO Objectives:

- A. **Discussion:** Wain announced that the Annual Performance Report (APR) portal has recently opened for reporting on Fiscal Year 2024-25. The report requires the submission of detailed data on participants, including demographics, services, academic progress, outcomes such as persistence and graduation. He noted that TRIO is currently meeting all required benchmarks, with enrollment at 190 students, which is the exact number of students needed to serve.
- B. **Decision:** None.
- C. **Action:** Wain will report at each meeting.

Academic Advising Restructure:

- A. **Discussion:** Jamie announced that the part-time advisor position at LTC has been filled, and this individual will assume her advising caseload of 97 students. This transition will allow Jamie additional time to update the academic advising syllabus. She also plans to develop an academic advising handbook and a campus-specific manual for each campus. Jamie will seek input from SALT on information that should be included in these materials.
- B. **Decision:** None.
- C. **Action:** None.

Student Organizations and Clubs:

- A. Discussion:** SALT reviewed the current list of student clubs and organizations and identified which student organizations should include a stipend, and which student clubs should not receive a stipend. There was majority consensus, with a few outliers.
- B. Decision:** SALT agreed that the next step is to develop a set of criteria that clearly defines what constitutes a student organization eligible for a stipend versus a student club that is not.
- C. Action:** Further discussion regarding qualifications and criteria will take place at next month's meeting.

Student Affairs Data Request:

- A. Discussion:** No additional data requests have been submitted beyond those previously shared. Dr. Fowler is seeking data on student-athletes enrolled in online classes. SALT discussed the possibility of establishing limits on the number of online courses student-athletes may register for. Dr. Fowler noted that he needs this data before the fall semester, which places the deadline for collecting and reviewing the information in March, prior to summer/fall registration.
- B. Decision:** None.
- C. Action:** Follow-up discussion at next month's meeting.

Online Course Shell Wrap Around Services:

- A. Discussion:** SALT ranked the top five student support materials to prioritize in the initial CETL discussions on January 27. The top rankings were as follows: 1) Troubleshooting Guide; 2) "Who to Contact for What" Directory; 3) Step-by-Step Online Learning Orientation; 4) Counseling & Mental Health Information; and 5) Frequently Asked Questions for Adding/Dropping/Withdrawing from Classes. The goal is for this content to be included in each online course shell so that information is readily accessible without requiring students to navigate elsewhere.
- B. Decision:** None.
- C. Action:** Follow up discussion at next month's meeting.

Immigration Enforcement:

- D. Discussion:** Amber stated that the immigration enforcement information is posted on the [IECC website](#) to provide guidance to administrators and employees regarding requests from law enforcement agencies, including immigration enforcement agencies, for access to IECC nonpublic property, records, students, or employees.
- E. Decision:** None.
- F. Action:** None.

Next Meeting: The next SALT meeting will be held on Tuesday, February 17, at OCC.

Adjournment: The meeting adjourned at 4:18 p.m.

**Student Advisory Board Meeting
January 20, 2026 at 12:00 p.m.
LTC– Student Services Conference Room**

1. **Attendance:** Sally Shelton (LTC), Kristine Lisy (OCC), Liam Ryden (OCC), Blake McDonald (WVC), Caesyn Nelson (WVC), Mireya Rose (WVC), and Cassandra Goldman
2. **New Student Organization Applications:** none to report
3. **TRIO Report to ISAB:** Wain Davis attended the meeting to provide more information about the upcoming trip to Washington, D.C.
4. **Funding Requests:** All new funding requests were approved.
 - a. 2026 Lineman Rodeo (FCC) = \$2,500 Motion made by Blake McDonald (WVC) and seconded by Sally Shelton (LTC).
 - b. 2026 Spring GradFest = \$1200 (\$300/campus) Motion made by Liam Ryden (OCC) and seconded by Blake McDonald (WVC).
 - c. 2026 Spring Cookout = \$2,000 (\$500/campus) Motion made by Blake McDonald (WVC) and seconded by Sally Shelton (LTC).
 - d. 2026 Fall New Student Orientation \$11,500.00 (\$1500/campus and \$5,500 for t-shirts) Motion made by Liam Ryden (OCC) and seconded by Black McDonald (WVC).
 - e. 2026 Fall IECC Weeks of Welcome activities = \$8,000.00 (\$2,000/campus) Motion made by Sally Shelton (LTC) and seconded by Blake McDonald (WVC)
5. **Old Business** – TRIO Funding Request TRIO Policy Seminar March 7-12, 2026 \$7248.00 requested for the December 9th meeting – this request was continued for further consideration at the January 20th ISAB meeting. Members at the December 9th meeting discussed funding up to ½ of the cost for the trip (\$3,624) if TRIO is able to fundraise or find funding for the other half of the trip. After receiving further information from Wain Davis and considering the funds available, ISAB approved providing matching funding for up to ½ of the trip expenses presented for up to \$3,624. Motion made by Kristine Lisy (OCC) and seconded by Sally Shelton (OCC).
6. **Reports from members:**
 - FCC: Students interested in serving as the Student Trustee for the 2026-2027 academic year need to submit their Application and Declaration of Candidacy by 3pm on February 9th. Completed applications (including the Declaration of Candidacy) should be emailed to goldmanc@iecc.edu
Campaign period - promoting the candidate(s) - from February 10 through 23, 2026. Election - voting will be open from February 24 - 26th. Term: April 2026 Board Meeting - March 2027 Board of Trustees meeting.
 - LTC: Several spring events are happening on campus. Student clubs are encourage to apply to ISAB for funding activities for this semester.
 - OCC: Active Minds next meeting is 01/23/26; College & Career Fair is on February 18th with 37 businesses/Universities in attendance and over 150 high school students registered to attend.
 - WVC: Seekers Club has an event planned for April. Mireya has a little more than 2 months remaining to serve as student trustee.

Next Meeting: Tuesday, February 17th at NOON at OCC