

**Student Affairs Leadership Team Meeting**  
**October 21, 2025**  
**2:00 p.m.**  
**Microsoft Teams**

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

**Absent:** Jamie Carman

**Approval Item:**

- A. Discussion:** Cassandra submitted the minutes of the IECC Student Advisory Board October meeting.
- B. Decision:** SALT approved the October minutes as presented, including approval of funding requests outlined therein.
- C. Action:** The ISAB meeting minutes are incorporated into these minutes in the attached document dated 10-21-2025.

**SALT Retreat:**

- A. Discussion:** SALT reflected on key takeaways from the October 10 retreat and discussed improvements for next year. Dr. Fowler noted the importance of divisional initiatives being documented in the minutes and progressing through SEPC. SALT should not only identify concerns but also contribute to solutions. How does Student Affairs, using the available tools – such as orientation, FYE, tutoring, and early alerts – mitigate some of the concerns about student success in online courses. SALT also discussed recommending the incorporation of introductory modules in online courses to cover some of the remedial “how to” skills.
- B. Decision:** None.
- C. Action:** None.

**Dean of Students Updates:**

- A. Discussion:** Cassandra shared that planning is underway for spring semester new student orientation, which will be held during the first week of classes for all four campuses. This will be a shortened version of new student orientation, offered in the Learning Commons at each campus. Cassandra also noted she has emailed recommendations for members of the TABIT team.
- B. Decision:** None.
- C. Action:** None.

### **Mapping Student Affairs Webpage:**

- A. Discussion:** A revised draft of the *Support & Engagement Road Map* outlining services available to students was distributed for review and feedback.
- B. Decision:** A couple of changes were noted.
- C. Action:** Revisions will be submitted to Lori Barger for posting on the IECC website.

### **District-Wide Newsletter – SALT Section:**

- A. Discussion:** SALT discussed the flow of topics to be shared in the IECC newsletter, possibly plotting out a monthly schedule of articles.
- B. Decision:** SALT agreed to submit an article about the October 10 divisional retreat.
- C. Action:** Dr. Fowler will submit the newsletter article to Jessica McDonald for inclusion in the IECC Newsletter.

### **Cybersecurity Training:**

- A. Discussion:** SALT was reminded of the required annual trainings – *Preventing Harassment and Discrimination* and *Cybersecurity Awareness* – due by October 31.
- B. Decision:** SALT members were asked to remind their staff to complete the trainings.
- C. Action:** Katie will email supervisors a list of employees who have not started or completed the training.

### **Communication Guide for Texting-CRM Advise:**

- A. Discussion:** The CRM Texting Guidelines, approved by the Communications Committee, were shared for review.
- B. Decision:** SALT approved the CRM Texting Guidelines as presented.
- C. Action:** The CRM Texting Guidelines will be submitted to SEPC as an informational item.

### **Outside Organization to Verify International Transcripts:**

- A. Discussion:** Amber presented two recommended organizations for verifying international high school diplomas: World Education Services (WES) and INcred, or any member of the National Association of Credential Evaluation Services (NACES), or Association of International Credential Evaluators (AICE). SALT noted the importance of communicating this recommendation to athletic directors and coaches.
- B. Decision:** SALT agreed with the recommendation.
- C. Action:** Amber will draft a procedure for inclusion in the college catalog and present it at next month's meeting.

### **AALT Update:**

- A. Discussion:** Amber reported on the AALT meeting, which included discussion on test score cut-offs for placement, including PreACT Secure for grade 10 students. There was

also discussion on changing the process for entering incomplete grades, requiring Dean approval before entering incomplete grades.

**B. Decision:** None.

**C. Action:** None.

#### **Remote Proctoring – Accuplacer Test:**

**A. Discussion:** Chad shared that he recently reviewed Pearson English Express Test, which includes proctoring services for \$70. He recommended not pursuing this service since the Directors and their staff are capable of proctoring the Accuplacer ESL test. At this point, the Learning Commons staff need to begin testing remote proctoring with students to develop a process.

**B. Decision:** Chad will identify students to help test the process.

**C. Action:** SALT will revisit this topic after testing is complete.

#### **TRIO Objectives:**

**A. Discussion:** Wain shared TRIO's objectives, including the number of participants served, persistence rates, good academic standing rate, graduation and transfer rates. He plans to provide regular updates to SALT for transparency and accountability.

**B. Decision:** None.

**C. Action:** Wain will report on TRIO progress at each meeting.

**Next Meeting:** The next SALT meeting will be held on Tuesday, November 18, at OCC.

**Adjournment:** The meeting adjourned at 3:13 p.m.

## **IECC Student Advisory Board Meeting**

**October 21, 2025**

**12:00 p.m.**

### **LTC Student Services Conference Room**

**Participating:** Kristine Lisy (OCC), Harper Taylor (WVC); Blake McDonald (WVC); Raeleigh Rusk (OCC); Amiya Rae (OCC), Mireya Rose (WVC), and Cassandra Goldman (Advisor)

**Funding Requests** - The following funding requests were considered:

#### **a. FCC**

##### **1. EDU 1101 Cultural Diversity Trip to Chicago 12/5-6/25 \$800**

Following discussion, a motion was made by Kristine Lisy (OCC) and seconded by Raeleigh Rusk (OCC) to recommend funding as presented. No further discussion was had. Motion was approved.

##### **2. Active Minds Semester Send-Off December 2025 \$400**

Following discussion, a motion was made by Blake McDonald (WVC) and seconded by Amiya Rae (OCC) to recommend funding as presented. No further discussion was had. Motion was approved.

##### **3. Student Senate/One Love Christian Club/PTK A Winter Evening at the Cider Barn Jan or Feb 2026 up to \$10/student (up to \$550)**

Following discussion, a motion was made by Raeleigh Rusk (OCC) and seconded by Harper Taylor (WVC) to recommend funding as presented. No further discussion was had. Motion was approved.

##### **4. Bobcat Den Student Lounge gaming center \$1589.46**

Following discussion, a motion was made by Harper Taylor (WVC) and seconded by Raeleigh Rusk (OCC) to recommend funding as presented. No further discussion was had. Motion was approved.

#### **b. LTC**

##### **1. Fall Fun Day 9/18/25 \$440.79**

##### **2. Pancake night 10/2/25 \$219.96**

##### **3. Pumpkin Night 10/16/25 \$517.50**

##### **4. Eagle Theater Movie Night 10/21/2025 \$400**

Following discussion, a motion was made by Harper Taylor (WVC) and seconded by Raeleigh Rusk (OCC) to recommend funding all four Student Senate requests as presented. No further discussion was had. Motion was approved.

#### **c. OCC**

##### **1. City of Olney Halloween Main Street Event 10/31/25 \$250**

Following discussion, a motion was made by Raeleigh Rusk (OCC) and seconded by Harper Taylor (WVC) to recommend funding as presented. No further discussion was had. Motion was approved.

#### **d. WVC**

##### **1. Midterm Meltdown 10/14/2025 \$71.37**

##### **2. Fishing Rodeo 10/16/25 \$75.00**

### **3. Movie and Game Night 10/22/2025 \$500.00**

Following discussion, a motion was made by Harper Taylor (WVC) and seconded by Raeleigh Rusk (OCC) to recommend funding all 3 WVC requests as presented. No further discussion was had. Motion was approved.

## **II. Mental Health Platform – Discussion with board members**

Mireya Rose lead a conversation with the board members regarding mental health issues and concerns on the campuses and among the student body. Discussion was had about ways to provide a voice and space for students to discuss mental health, and how to engage non-traditional students in these conversations. Some ideas included a student survey, forum/speaker on mental health, and a health and wellness fair.

## **III. Reports from members for each campus**

FCC: Food Drive, Fairfield Trunk or Treat

LTC: Food Drive, Trunk or Treat on the Trail, Movie night at Eagleson Theater

OCC: Student Senate Blooddride, Trunk or Treat and Halloween Costume, Food Drive

WVC: Games & Movie Night, Trunk or Treat, Social Services Club basket raffle, Food Drive

**Next Meeting:** Tuesday, November 18, 2025 at noon at OCC Student Services Conference Room