

Meeting Minutes

Student Affairs Leadership Team Meeting

February 17, 2026

2:00 p.m.

OCC Learning Commons Conference Room

Attendees: Matt Fowler, Cassandra Goldman, Libby McVicker, Jamie Carman, Chad Groves, Levi Johnson, Amber Malone, and Katie Hinderliter (Recorder)

Absent: Wain Davis

Guest: Brandon Weger

1. CRM Advise/Athletics Report

- A. Discussion: The team reviewed ongoing challenges with accurately identifying and tracking student-athletes across systems, which affects accurate reporting and compliance with state and NJCAA requirements. Brandon Weger demonstrated a working prototype of a CRM-style tool that pulls data from the Banner screen SGASPRT and could provide Athletic Directors and coaches with roster visibility. The tool requires minimal cost, uses inexpensive data storage, and is connected to Banner data.
- B. Decision: None.
- C. Action: Dr. Fowler will request a meeting with the Athletic Directors first to review and discuss components.

2. ISAB Update

- A. Discussion: Cassandra submitted the minutes from the IECC Student Advisory Board's February meeting. A new student club application was approved for an E-Sports Club at OCC. Funding requests were approved for the LTC Student Senate Movie Night on February 10, WVC Student Senate Homecoming 2026, WVC Student Nurses Association White Coat Ceremony on May 14, and FCC Active Minds Take What You Need and Spring Egg Hunt events. Next month will be Mireya Rose's final meeting as Student Trustee. The search continues for qualified and interested FCC students to fill the position.
- B. Decision: SALT approved the February meeting minutes as presented, including approval of funding requests outlined therein.
- C. Action: The February ISAB meeting minutes are incorporated into these minutes in the attached document dated February 17, 2026.

3. Grant Update

- A. Discussion: Libby provided an update on current grant applications. IECC has been awarded the ICCB Supporting Students Facing Homelessness grant, written by Cassandra, in the amount of \$25,000. This grant program is to develop and expand programs to assist students experiencing homelessness or housing insecurity.
- B. Decision: None.
- C. Action: None.

4. Academic Advising Restructure

- A. Discussion: Jamie reported that she has resumed Director responsibilities after onboarding a new part-time advisor at LTC. She can be reached in her office on the north campus.
- B. Decision: None.
- C. Action: None.

5. Common Student Affairs Goals

- A. Discussion: SALT discussed beginning development of a 2–3-page divisional narrative outlining Student Affairs’ work for AY27-28. The narrative should help connect our daily operations to institutional priorities and provide a clear, cohesive story of how Student Affairs advances student success.
- B. Decision: A draft document was provided as a starting point. Dr. Fowler requested that team members begin making edits and additions over the next week.
- C. Action: A working document will be prepared for review at the next meeting.

6. Student Organizations and Clubs

- A. Discussion: The team discussed next steps for categorizing student organizations and clubs and the need to establish clear definitions for both.
- B. Decision: The next step is to define what constitutes a club and what constitutes an organization.
- C. Action: Cassandra will share a draft of proposed definitions with the team.

7. Student Affairs Data Request

- A. Discussion: Dr. Fowler provided an overview of student-athlete grade distributions in online classes.
- B. Decision: None.

- C. Action: Athletic Directors will be asked to meet as a group to discuss online class procedural recommendations for the Athletic Handbook.

8. Online Scheduling Advising Appointment

- A. Discussion: Dr. Fowler met virtually with the Ellucian representative regarding implementation of online advising appointment scheduling, noting that Ellucian has plans to move from a one-hour minimum to a 24-hour minimum appointment booking to ensure the College has time for student ID creation and advisor assignment.
- B. Decision: None.
- C. Action: Jamie recommended implementation in October 2026 for January 2027 registration.

9. Adjournment & Next Meeting

The meeting adjourned at 3:38 p.m. The next meeting will be held on Tuesday, March 17, at WVC.

Student Advisory Board Meeting

February 17, 2026

12:00 p.m.

OCC – Learning Commons

1. **Attendance:** Sally Shelton (LTC), Kristine Lisy (OCC), Blake McDonald (WVC), Mireya Rose (WVC), and Cassandra Goldman (Advisor)
- I. **ISAB Membership for the 2026-2027 Academic Year:** Returning members are Kristine Lisy, Liam Ryden, and Raeleigh Rusk.
- II. **New Student Club Application** for OCC E-Sports Club was discussed. Motion made by Blake McDonald (WVC) and seconded by Sally Shelton (LTC) to approve the application. Motion carried.
- III. **New Funding Requests**

LTC Student Senate Movie Night (2/10/26) - \$450 Motion made by Sally Shelton (LTC) and seconded by Blake McDonald (WVC) to approve the request. Motion carried.

WVC Student Senate Homecoming 2026 - \$2,000 Motion made by Blake McDonald (WVC) and seconded by Kristine Lisy (OCC) to approve the request. Motion carried.

WVC Student Nurses Association (5/14/26) White Coat Ceremony - \$650 Motion made by Kristine Lisy (OCC) and seconded by Blake McDonald (WVC) to approve the request. Motion carried.

FCC Active Minds Take What You Need (\$40) and Spring Egg Hunt (\$200) - Motion made by Sally Shelton (LTC) and seconded by Blake McDonald (WVC) to approve the request. Motion carried.

- IV. **Old Business** - none

- V. **Student Organization/Campus Updates**

- a. FCC – All campuses are hosting a ping pong tournament. The winning team from each campus will compete in the District-wide ping pong tournament at OCC on March 2nd
- b. LTC – Recent activities on campus included a movie night, pancake night, and bingo and board games
- c. OCC – District wide College and Career Fair 2/18 and STEM Lab open house on 2/27
- d. WVC – Activities on campus include Homecoming game and Foundation chili supper on 2/28, Homecoming inflatables on March 4th, and Health Professions Day

Next Meeting: March 17, 2026 at Noon at WVC in SB41 - Cassandra will provide pizza for those attending in person.