

Student Affairs Leadership Team Meeting
February 18, 2025
2:00 p.m.
Teams

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

Guest: Chris Forde

Approval Items:

- A. Discussion:** Cassandra submitted the minutes of the IECC Student Advisory Board February meeting.
- B. Decision:** SALT approved the February 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 2-18-2025.

IECC Virtual Visit Presentation:

- A. Discussion:** Chris Forde provided an overview of the IECC Virtual Visits webpages, which aim to offer prospective students an accessible and convenient way to explore our campuses and programs. Key features of the virtual visits include detailed campus maps, 360° images of areas on campus, and interactive hotspots that uncover videos, photos, and additional details about specific spaces and programs. The general landing page to access the IECC Virtual Tours is <https://iecc.edu/tours>.
- B. Decision:** None.
- C. Action:** SALT was encouraged to share within their individual departments key features of the virtual tours and ways to promote usage. It was noted that the Athletics and International departments are well positioned to benefit from these virtual tours.

Student Satisfaction Survey:

- A. Discussion:** Brandon Weger provided a list of services/functions for SALT to review and provide input on for inclusion in the student satisfaction survey. SALT discussed what types of services to include in the survey and how best to measure and utilize this data going forward.
- B. Decision:** SALT recommended measuring awareness, frequency of usage, and satisfaction of services. Additionally, they suggested distinguishing online versus in-person tutoring; classifying Student Activities in place of Student Life; and identifying Timely Care as part of the Health & Wellness Services. SALT agreed that it would be helpful to identify the College & Career Specialists when referencing Student Success & Retention Programs.
- C. Action:** Dr. Fowler will request last year's Student Satisfaction Survey from Brandon Weger for SALT to review.

SALT Vision:

- A. Discussion:** Dr. Fowler provided an overview of the vision for SALT moving forward. He has met with most staff during annual evaluations. The “Look & Listen Tour” was the initial phase of the reorganization, followed by pulling together departments within the Division. For FY26, the goal is to begin integrating the departments and fostering collaboration rather than functioning as individuals. The challenge lies in understanding how each department interplays and identifying opportunities to generate qualitative data that can be actionable.
- B. Decision:** Dr. Fowler recommended that Jamie allocate time to educate SALT on things this group needs to know, see, and some basis by which we’re measuring if the efficacy is right, and the tools being used within CRM Advise.
- C. Action:** The goal of FY26 is to engage more components and get processes moving to better serve students. This includes deeper discussions on advising, the Learning Commons, tutoring, the admissions process, and ensuring these components have efficacy across Student Affairs instead of one-off components.

IECC Hazing Policy 500.28:

- A. Discussion:** Libby submitted a revised version of the Hazing Policy (500.28) for review and approval. Historically, IECC’s Hazing Policy (500.28) was removed with Board approval on June 18, 2019, at the recommendation of administration and due to the introduction of the Student Code of Conduct. A determination was made to reverse that action and reinstate Policy 500.28 with revisions on March 21, 2023. On December 23, 2024, the Stop Campus Hazing Act was signed into law, amending the Clery Act, which is part of the Higher Education Act. The updated federal guidelines now require all colleges and universities that receive federal funding to track and disclose hazing incidents in their annual security reports, implement campus-wide prevention programs and primary prevention strategies, and compile and publish a Campus Hazing Transparency Report.
- B. Decision:** SALT approved the revisions as presented.
- C. Action:** The revised Hazing Policy (500.28) will be submitted to SEPC for approval at the March meeting.

New Student Orientation:

- A. Discussion:** Chad reported that the New Student Orientation committees are scheduled to begin meeting soon to plan the fall orientation slated for August 19, 2025. The committees are looking to add returning students to provide student perspective and ownership.
- B. Decision:** Dr. Fowler recommended asking the committees to determine if there are items that students need to handle prior to the date of orientation to allow for more focused time during orientation. Cassandra suggested improving student check-in and ensuring easy accessibility of student schedules, whether in hard copy or electronically through Entrata.
- C. Action:** Chad will report to SALT at a future meeting each campus committee’s blueprint for fall orientation.

Student Trustee Election:

- A. Discussion:** Cassandra reported that there is one candidate formally seeking election as an IECC Student Trustee, namely Mireya Rose. Ms. Rose is a WVC student, a member of the softball team, a work-study student tutor in the Learning Commons, and an active participant in the Active Minds chapter at WVC. The student trustee election is ongoing through February 21, and as of today, 63 electronic ballots have been cast. The online ballot emailed to WVC students includes the student trustee election, the homecoming court ballot, and the faculty of the year awards. Mireya Rose has applied to join the IECC Student Advisory Board, which requires SALT approval.
- B. Decision:** SALT approved Mireya Rose's application to join the IECC Student Advisory Board.
- C. Action:** Online ballots will be counted on February 21.

Student Activity Fee Procedure:

- A. Discussion:** A revised Student Activity Fee (300.3.2) procedure was presented for review, outlining a method of funding student activities. Any student club or organization seeking funding must complete a Funding Request form. Completed Funding Request forms are then presented to ISAB for review and determination to recommend funding. ISAB recommendations are submitted to SALT for approval, in accordance with IECC business procedures. Changes were made to the Funding Request form to request that clubs and organizations provide documentation to show that the funds were expended as approved. Additionally, clubs and organizations are requested to provide pictures for the annual reporting of funding requests.
- B. Decision:** SALT approved the revisions as presented and suggested that students from clubs and organizations be invited to share their experiences from approved activities with SALT.
- C. Action:** The revised Student Activity Fee (300.3.2) procedure will be submitted to SEPC for approval at the March meeting.

Residency Procedure 500.15:

- A. Discussion:** Amber submitted a revised Residency (500.15) procedure describing the various residency classifications which include qualifications, special provisions, and required documentation to serve as proof of residency.
- B. Decision:** SALT approved the revisions as presented.
- C. Action:** The revised Residency (500.15) procedure will be re-submitted to SEPC for approval at the March meeting.

Academic Calendar:

- A. Discussion:** SALT reviewed the latest draft of the 2026-27 Academic Calendar as prepared by the Admissions & Records committee. The 2026 fall semester final exams are scheduled over four days on a Friday/Monday/Tuesday/Wednesday split-schedule

format, allowing for the Thursday/Friday prior to Winter Break for processing final grades. The committee is evaluating the four-day scheduling of finals in addition to the final exam schedule for health professions. Amber sought suggestions from SALT regarding adding the dates for drops and withdrawals within the academic calendar.

- B. Decision:** SALT recommended full transparency in adding drop and withdrawal deadlines to the academic calendar, noting the possibility of adding a QR code within the academic calendar to enable students to add dates to their personal calendars.
- C. Action:** Submit any further suggestions to Amber.

SALT FY26 Budget:

- A. Discussion:** The FY26 budget workbooks have been sent out by Ryan Hawkins. Budget cuts for FY26 will impact SALT, leading to vacant positions remaining unfilled (Student Services Specialist-FCC; Advisor-LTC; Mental Health Specialist-DO), the dismissal of an Office Assistant-WVC, and reductions in departmental line-item expenses.
- B. Decision:** SALT will collectively review the budgets at the March meeting.
- C. Action:** None.

Next Meeting: Tuesday, March 18, 2025, at OCC

Adjournment: The meeting adjourned at 4:00 p.m.

Student Advisory Board Meeting

February 18, 2025

12:00 p.m.

LTC Learning Commons

Participating: Aubrey Churchill (FCC) Eliah West (FCC), Kylee Hosman (LTC), Sean Stone (LTC), Courtney Crawford (OCC), Bree Holdren (OCC), Leslie Burtis (WVC), Caesyn Nelson (WVC), and Cassandra Goldman (Advisor)

IECC Student Trustee Election Update and Candidate Introduction: Mireya Rose is the candidate for IECC Student Trustee from the WVC campus. The election is this week, February 18-21st. The ballots have been emailed to WVC students and students can vote online. The ballot includes voting for the Student Trustee position, Homecoming court, and Faculty of the Year awards. As of noon today, 63 ballots were cast.

ISAB Membership for the 2025-2026 Academic Year:

- a. Caesyn Nelson (WVC) will be a returning ISAB member in the 2025-2026 academic year.
- b. Advertising for applications for membership in ISAB will begin after Spring Break
- c. Current members are encouraged to promote this opportunity to current students and incoming students.

Funding Requests: Several funding requests were considered this month.

- a. PTK (OCC Chapter) funding was recommended for up to \$2,955 for the registration, lodging, and transportation costs to attend Catalyst (PTK Annual Convention)
 1. Motion: Leslie Burtis (WVC)
 2. 2nd: Sean Stone (LTC)
- b. PTK (LTC Chapter) funding was recommended for up to \$2,955 for the registration, lodging, and transportation costs to attend Catalyst (PTK Annual Convention)
 1. Motion: Leslie Burtis (WVC)
 2. 2nd: Sean Stone (LTC)
- c. LTC Student Senate funding was recommended for \$1600 for sponsoring four (4) movie nights at the Eagleson Theater in Robinson as free events for students
 1. Motion: Sean Stone (LTC)
 2. 2nd: Leslie Burtis (WVC)
- d. FCC Active Minds Chapter funding was recommended for \$130 for sponsoring 2 events that are free for students (Chalk Walk and Spring Egg Hunt)
 1. Motion: Leslie Burtis (WVC)
 2. 2nd: Bree Holdren (LTC)
- e. ISAB funding was recommended for \$400 (\$100 per campus) for Midterm Meltdown ice cream socials on each campus as a free event for students next week during Midterms
 1. Motion: Bree Holdren (OCC)
 2. 2nd: Sean Stone (LTC)

- f. ISAB funding was recommended for \$3000 (\$750 per campus) for the GradFest event on each campus as a free event for graduating students
 1. Motion: Sean Stone (LTC)
 2. 2nd: Aubrey Churchill (FCC)

Theme Nights Update: Theme nights have had a slow start. Discussion was had and a decision was made to continue to promote these events. Increasing student engagement remains a priority and there are opportunities to continue these events in the Fall with volleyball season, which is a sport offered on all 4 campuses. A suggested theme is “Represent Your Roots”. Discussion was had about promoting student engagement activities during baseball games next spring 2026.

Student Organization/Campus Updates

- b. FCC – Active Minds chapter is sponsoring a Chalk Walk event with positive messaging around campus and a Spring egg hunt with prizes
- c. LTC – Vice-Chancellor Tona Ambrose is being recognized with a Hallmark Award at the PTK Catalyst Convention; Trivia night this Thursday; midterm social on Feb. 26th, Spring Egg Hunt (TBA)
- d. OCC – PTK Bluey movie night on Feb. 25th open to all students and staff with giveaways, photo opps, character meet and greet, and more; PTK Induction ceremony 3/13/25 5:30pm
- e. WVC – Homecoming is this Saturday, SpringFest in April

Millikin University Transfer Visit: IECC has coordinated a February 27th visit to Millikin University. All IECC students are invited. Sign up online by scanning the QR code you see on campus marketing materials for the event. Transportation is available. Free dinner and show!

Next Meeting: March 18, 2025 at noon at OCC Learning Commons. This will be Jorri Vandyke’s last meeting as President of ISAB.