Illinois Eastern Community Colleges
Strategic Engagement Planning Council (SEPC) Minutes
August 5, 2026 | 9:00 - 11:30 a.m. | TLB West Richland Center

Attendees: Cathy Robb, Sheryl Childers, Tona Ambrose, Andrea McDowell, Matt Fowler, Cassandra Goldman, Ryan Hawkins, Amber Malone, Jessica McDonald, Chris Simpson, Paul Tait, Brandon Weger.

Absent: Sharmila Kakac

Guests: Chris Forde (via Teams), Cameron Ireland (via Teams), Chad Weaver (joined at 10:11am)

Welcome & Opening Remarks

Dr. Robb called the meeting to order and provided an overview of the agenda. She gave an update on a recently held Operational Planning meeting on August 29th and reported on next steps. The next meeting will be held on August 11, 2026, at the TLB WRC. An update on First Year Experience (FYE 1198) class enrollment was provided.

Recognition of Visitors and Guests

- **Pathways Website Demo (Forde/Ireland)-** Chris Forde and Cameron Ireland joined the meeting via Teams and provided a demonstration on the new webpage designed to feature IECC's pathways. The webpage is intended to simplify navigating available pathways and programs. The pathways page is designed to assist students when determining what programs align with their areas of interest. The webpage is organized where students can browse by Department, Meta Major, Pathways or All Programs. As revisions in the pathways occur Deans are being directed to alert Marketing and Communications to ensure accuracy of the webpage.

Reports

None.

Consent Agenda

Approved items included:

- **July 2026 SEPC Meeting Minutes (Robb)**
- **Divisional Meeting Minutes (Robb)**
- **Early Dismissal Schedule (Robb) –** A copy of the Early Dismissal Schedule was provided and reviewed. Feedback was given. Sheryl Childers will work with HR to finalize the schedule and distribute it to campus presidents for reference.
- **Identity Theft Prevention Plan and Report (Hawkins) –** A copy of the report was provided for review. The report outlines the activities, effectiveness, incidents, and changes related to Identity Theft Prevention.
- **PREVAIL MOU (Goldman)-** A copy of the MOU was provided for review. The MOU will be presented to the Board for approval.
- **SAFE MOU (Goldman) -** A copy of the MOU was provided for review. The MOU will be presented to the Board for approval.
- **Log of Student Complaints (Goldman)-** A copy of the log was provided for review.
- **FY26 Program Review (Robb) –** A copy of the document was provided for review and will be presented to the Board for approval.
- **Telecommunications Course Fees (Robb) –** Approval was given and the fee will be presented to the Board for approval.
- **Clinical Education Agreement USI (Robb) –** A copy of the agreement was provided for review. Approval was given and the item will now be presented to the Board.
- **Affiliation Agreements (Robb)**
  - Peak Physical Therapy and Wellness
  - ROE #12 Storybrooke Pre-K

- **Grant Update (Hawkins)**

All Consent Agenda items were approved.

<u>Policies & Procedures</u>

Reviewed for administrative action:

a. **Procedure 500.5.2 Credit for Prior Learning (Robb)-** A minor revision removing two ASE Light Vehicle Diesel courses following inactivation of the courses. Approved.
b. **Policy 400.4 Holiday Leave and Benefit Non-Bargaining Unit (McDowell)-** Compliance revisions only. Approval was given and the policy will now be presented to the Board.

All policies and procedures were approved as presented.

Staff Recommendations for Approval

- **Apprenticeship Fee Removal (Kakac)-** Approval was given and removal of the fee will now be presented to the Board.
- **Annual Athletics Report (Presidents)-** Dr. Robb addressed the reports that were recently submitted by campus presidents. Brandon Weger was asked to provide an overview of validating the data on how those reports align with current IECC Athletics data. Mr. Weger discussed the areas in need of improvement. The report will be revised and will be presented to the Board in September. The presidents are charged with a final review of the reports and submitting all revisions to Brandon Weger by August 14, 2026. Brandon will submit the final report to Sheryl Childers by August 21, 2026.
- **FY'27 Tentative Budget (Hawkins)-** Mr. Hawkins gave an overview of the budget and provided supporting financial documents for review. He gave an update on the expected funding and adjustments in spending for FY'27. The tentative budget will now be presented to the Board.
- **Honest Game (Simpson)-** President Simpson presented a proposal to add support for NJCAA audit reporting, which includes a purchase for Honest Game. This was discussed and has been tabled pending an informational meeting amongst campus presidents. More information will be collected and assessed prior to making a final recommendation.

Informational & Discussion Items

- **Campus Safety/Emergency Management Presentation (Weaver)-** Chad Weaver joined the meeting at 10:11a.m. and provided a summary on campus safety for review. He identified areas of importance and made suggestions for improving campus safety. Mr. Weaver is currently reviewing entrance security on campuses and will meet with campus presidents to discuss implementation prior to the Fall semester. The council discussed campus maps for emergency purposes. A review of current campus maps will occur, and all revisions will be submitted to Mr. Hawkins. Mr. Weaver will be hosting an Emergency Management breakout session on August 12th at the District Workshop, and all employees are encouraged to attend.
- **Employee Satisfaction Survey Results (Weger)-** Mr. Weger provided a copy of the data collected from the survey and discussed suggested areas of improvement. The data demonstrates areas of satisfaction and dissatisfaction amongst IECC employees.
- **Procedure 400.32 Code of Ethics for Employees/Conflict of Interest (McDowell)-** TABLED.

Capital Projects: None.

District Finance:

Approval of Personnel Items:

- **Administrative Guidelines for Non-Bargaining Personnel (McDowell)-** Mrs. McDowell proposed increasing salary guidelines for PT adjunct Nursing instructors. The increase would ensure competitive wages and assist in attracting new adjunct faculty to the program. Approved.
- **IT Restructuring (Tait/McDowell)-** Mr. Tait presented Changes in Status within the IT department following the implementation of the Voluntary Separation Incentive Plan. Job descriptions for the positions have been updated. Approval was given and the changes will now be presented to the Board of Trustees.
- **Annual Wage Increase/Employment Continuation (McDowell)-** The annual wage increase was reviewed and approved. It will now be presented to the Board of Trustees.
- **IECC Controller Position (Hawkins/McDowell)-** Mr. Hawkins presented a new job description for Controller in support of this new position. The addition of the position will aid in the transition of the IECC CFO to the OCC President Designate. The IECC Controller will assume a portion of the responsibilities currently being performed by the CFO.

Other Business- None.

Adjournment: 12:36 p.m.

Next Meeting: September 2, 2026 @ 9 am