Student Affairs Leadership Team Meeting Minutes
April 2, 2024
TIME/LOCATION: 10 am/ River Room

Roll Call:

	Names			Names
✓	Mindy Ashby		✓	John Sparks
✓	Jipaum Askew		✓	Amber Suggs
✓	Keyarra Blissett			
✓	Danielle Boyd			
✓	Lindsay Johnson			
✓	Jeff McGoy			
✓	Mindy Reach			
✓	Jacqueline Smith			

√ indicates attendance, leaving blank indicates absent

I. Jeff McGoy, Chair, called the meeting to order at 10:02 am. A quorum is present.

II. The Vice President congratulated Mindy Ashby for being recognized as April's employee of the month.

III. Budget Justifications Updates

- When submitting the budget, be sure to complete the justification column regardless of whether the amount is increasing or staying the same.

IV. Strategic Plan Updates

- Updates have been sent to Sabrina.
- VPSA added FY 25 to the timeline

V. Title IX & Preventing Sexual Violence in Higher Education Act Training

- Working with Robbin Schwartz to schedule a two-day Title IX training.

VI. HLC Updates

- All teams are on track to meet the HLC deadlines.

VII. Recruitment and Enrollment Team Updates—Mindy Reach

- The team has completed the first draft for their 2 HLC Criteria.

- Discussed registration days and parent nights.

VIII. Student Experience Updates—Danielle Boyd

- 3.D.1. is complete, and the team completed one of the five
- Reviewed the Pursuit of Excellent Policies and will send them to the Student Affairs Council.

IX. Roundtable

Lindsay Johnson—Director of Community Education & Extension Centers

- Twenty-seven upcoming summer camps, and the website is almost complete.
- The new OTA lab will be completed by the end of July.
- Disk Golf has been ordered to be placed on the main campus.

Keyarra Blissett—Financial Aid Coordinator

- Title IV Recertification Application has been submitted. Thank you, Mindy, for the hard work you put into completing that task.
- Yesterday, the Scholarship portal closed for the 2024-2025 academic year. We will work hard to ensure scholarships are awarded and students are notified, even though the FAFSA is delayed.
- Tomorrow morning, I have an appointment with Blue Icon through NASFAA. Secretary Cordona has offered this assistance to many higher education institutions that need help preparing to import and process ISIRs.
- FAFSA Completion Events completed at area high schools: Egyptian High School- Day Visits (6 Students), Cairo- Day visits (All Seniors), and FAFSA Frenzy (Students, Meridian- 2nd FAFSA Completion (5 students and parents)
- The board approved the reorganization of the Financial Aid Office. Our office will now be divided into three areas: Compliance—Coordinator, Operations—Operations Specialist, and Student Services—Student Services Specialist. This is the beginning step to improving the flow of office processes to encourage customer service.
- Stephanie Fisher will be retiring at the beginning of May.
- Several Policies, procedures, and forms are being revised to prepare for the upcoming academic year.
    - Satisfactory Academic Progress (SAP) Appeals Committee
    - Private Loans

- Athletics/Scholarships

Jipaum Askew—Director of TRiO

- Getting applications from high schools to reach the 518 goal.
- Attended parent night at Century High School.
- Participated in Welcome to the Real World with the University of Illinois Extension Office.
- Students enjoyed the SPHERO Bots at SIFT.
- Conducted Robotic workshops at Meridian and Cairo Elementary Schools
- Organized campus visits to the University of Tennessee-Martin for Joppa High School students.
- Organized campus visits to the Southeast Missouri State University for the Massac County High School students.

Jacqueline Smith—Graduation

- Preparing for graduation, approximately 100 students have requested caps and gowns.
- Will be sending faculty and staff graduation assignments in the coming weeks.

John Sparks—Director of Athletics

- Graduation Stoles ordered for SCC Athletes
- MBB All-Region / All-Conference (Johnny Anderson & Ladricus Pittman)
- Co-Sportsmanship Award (Kesean Washington)
- WBB announcement of a new head coach (Upcoming)
- BB & SB home games... Please come out and support these athletes.
- BB audit passed (cleared) with special thanks to Tina Dudley, Danielle Boyd, and Stephanie Dunlap.
- 4/13 The 2nd Annual SAINTS All-Star Classic. This year's all-star features a boys and girls game. Girl's games start at 5 pm, and boys' games start at 7 pm. This will also serve as a fundraiser for MBB.
- 4/27 College Prospect Showcase at Shawnee Community College. This event will feature high seniors who are college prospects as well as a JUCO division. Over 50 college coaches will be invited to attend this event. This will also serve as a fundraiser for MBB. The time for this event is from 11 am-3 pm.

Danielle Boyd—Registrar

- Working on spring grad applications
- Sending out graduation postcards this week.
- Entering 2024-2025 catalog programs into Colleague

Mindy Ashby—Director of Student Success

- Coordinator Job Fair

Mindy Reach—Director of Enrollment and Recruitment

- Positive: Enrollment is still up for Spring, Summer & Fall.
- April 11: University of Illinois System Transfer Symposium. Deadline to register is April 3. Agenda attached. So far, we have people registered from SCC, University of Illinois Springfield, University of Illinois Urbana Champaign, the U of I System, John A. Logan, Rend Lake, SIUC, SIUE, Joppa High School, Vienna High School, and Cairo High School.
- Registration Dates in High Schools:
    - April 10 Massac*
    - April 12 Egyptian
    - April 17 Cobden
    - April 19 Goreville
    - April 22 Cairo
    - April 23 AJ*
- Upcoming parent nights
    - April 4 Cobden
    - April 11 Massac
    - April 15 Goreville
    - April 16 Vienna & Dongola
    - April 17 Cairo
    - April 18 Meridian
    - April 22 Joppa
    - April 23 Shawnee
    - April 24 Egyptian

Amber Suggs—Student Support Services

- We will be conducting classroom visits to our students. We will provide them with transfer, financial, career, and registration information. We are engaging to try to touch base with some of our less active students.
- We will begin our transfer college visits this month. Also, we plan to have students attend the Job/transfer fair on campus

- We are doing a big push for upcoming registration. We are doing emails, flyers and will later conduct phone calls for unregistered students.
- We have a great increase of students utilizing our lab. Additionally, we are reaching out to students to encourage them to get academic support to maintain or improve to academic good standing.
- We placed copies of our newsletter in campus mailboxes to give a visual to our current events and activities.
- Dept of Ed "Stories of Success" submission- A dept of ed in-house publicity

X. Adjournment

Lindsay Johnson made a motion to adjourn the meeting at 10:57 am, with a second by John Sparks. All voted in favor and the motion carried.

The next meeting will be held May 7 at 10 am in the River Room.