Student Affairs Leadership Team Minutes
July 2, 2024/10 am.
River Room

Chair: Jeff McGoy, Vice President of Student Affairs

Roll Call:

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

✓ *Indicates attendance; leaving blank indicates an absence*

I. Meeting was called to order at 10 am.

II. John Sparks made a motion to approve the June 4, 2024, meeting minutes, and Linsay Johnson seconded the motion. The minutes were approved as presented.

III. Kudos
   a. Mindy Reach gave Lindsay kudos for the successful camps.
   b. Jeff gave kudos to John for the basketball camps
   c. Jeff gave kudos to Financial Aid for working with ISIRs
   d. Jeff gave kudos to Danielle for assisting in providing the necessary board information.

IV. VPSA Updates
   a. Updates from Dr. Taylor's Meeting with VP's
      i. Directors and Deans no longer have to attend cabinet meetings.
      ii. Student Affairs was approved to receive a full-time professional tutor on the main campus and a full-time support specialist at the Massac County Extension Center.
      iii. When traveling, using a college vehicle should be the first option.
      iv. Baseball and softball were approved to receive new scoreboards and will be accepting bids.
      v. Budget modifications aren't necessary if your overall budget is in good standing.
      vi. Equipment purchases should have a life expectancy of at least two years.

b. Budgets
    i. FY25 budgets are available; Jeff will be working with the department heads periodically throughout the year to get an update on their budget.
c. Shared Governance Manual Edits
    i. The Shared Governance manual needs to be updated. Directors need to take a look at their areas and update as needed.
d. Working with Units in July
    i. Jeff will work a day in each area to review ideas generated from the student affairs input list.
e. Navigate360 Implementation Update
    i. Virtual new partners meetings will be held July 9 and 10, focusing on the student success portion of Navigate 360. Mindy Ashby, Mindy Reach, Dwayne Fehrenbacher, and Jonathan Van Meter will be attending.
f. Title IX Update
    i. Robbin Schwartz is providing nine hours of Preventing Sexual Violence in Higher Education training that will be administered virtually.
        1. Title IX policy and procedure templates
        2. Reference sheets for employees
        3. Tool kit for template forms
g. Student Affairs Input Compiled Lists
    i. Each department needs to identify ideas to implement in their area in August.

V. Strategic Plan Updates
    a. Nothing to report

VI. HLC Updates
    a. Criteria 1 is complete; almost finished with Criteria 2 and will be starting Criteria 3 during the next meeting to be held on July 23.

VII. Recruitment and Enrollment Team Updates
    a. The team has identified a weak area where contact is not made with students between when they enroll in April and when they arrive on campus in August.
    b. An ambassador recorded a welcoming video reminding students about Student Success Saturday and letting them know that we're excited for them to come to SCC.
    c. Ambassadors recorded a podcast with Kevin.

VIII. Student Experience Updates

a. Working on Student Success Saturday will be held on August 10 from 9-12. This event is for all students.

IX. Roundtable

Jacqueline Smith—Executive Assistant to VPSA

- Board reports and 2024-2025 student handbook changes are due today, July 2, 2024.

John Sparks—Director of Athletics

- Men's Basketball hosted three camps during the month of June
  - Fun-Da-Mental Basketball Camp - Main Campus (40 Campers)
  - Fun-Da-Mental Basketball Camp - Cairo (25 Campers)
  - Saints Elite Camp - Main Campus (35 Campers)
- Russell Electric sponsored the Cairo camp.
- Volleyball is hosting their camp July 23-26.
- Both fitness centers are receiving some new equipment.

Keyarra Blissett—Coordinator of Financial Aid and Veteran Affairs

- Work with the Blue Icon Consultants has been very successful
  - Imported 1100 ISIRs (some duplicated)
  - Currently auditing information: budgets, rejected ISIRs, and C flags
  - Reviewing updated forms
  - Updating websites, handbooks, and policy manuals
- Blue Icon Contract was approved to extend to the end of July 2024.
- Illinois VA State Approving Agency Application Approved for 2024-2025
- Reviewing accounts for summer disbursements is nearly complete for a check to be ready on Monday, July 8.
- The Satisfactory Academic Progress (SAP) Appeal Committee has met and drafted a policy for the committee and submitted it to the Student Affairs Council (SAC).

Mindy Reach—Director of Enrollment Services

- Collaborating with extension centers for their Enrollment Extravaganzas.
- Athletic advising days have started, and more are scheduled for next week. This should increase enrollment numbers.

- Sent a list of low enrollment classes & programs to Kevin so that he can do a marketing push for those courses.
- Attended two meetings with ICCB about adopting the Common App. We're still in the very preliminary stages. We believe this will become legislation soon, so we want to be one of the early adopter schools.

Lindsay Johnson—Director of Community Education & Extension Centers

- As of June 20, 400+ enrolled for summer camps
- Ten camps remain in July
- The B1007 Board Monitoring Report goes to the board for the first read in July.
- Patron of the Arts/Drama Camp will host a dinner to announce the fall musical on July 25.
- All centers will be hosting an Enrollment Extravaganza
  - Alexander County—July 31
  - Johnson County—July 31
  - Massac County—August 5
  - Union County—August 7
- The Disc Golf equipment has arrived and will be installed soon. Disc Golf will provide the college with the opportunity to host events in the near future.

Danielle Boyd—Registrar

- Processing summer graduation applications
- SEVIS is approaching
- Visiting Grand Canyon University on July 17-19 to discuss articulation agreements.

X. Motion to adjourn was made by Lindsay Johnson and seconded by Danielle Boyd at 10:47 am.

The next meeting is August 6, 2024, at 10 am in the River Room.