Student Affairs Leadership Team Minutes
October 1, 2024/10 am.
River Room

Chair: Jeff McGoy, Vice President of Student Affairs

Roll Call:

✓	Mindy Ashby	✓	MindyReach		
✓	Keyarra Blissett		Jacqueline Smith, VAC		
✓	Danielle Boyd		John Sparks		
✓	Lindsay Johnson	✓	Amber Suggs		
✓	Jeff McGoy	✓	James Walton		

✓ *Indicates attendance; leaving blank indicates an absence*

I. Call to Order

II. Approval of the Minutes

a. No Minutes for September 3, 2024 (Assessment Day)

III. Kudos

a. Happy Birthday to Mindy Ashby
b. Kudos to Mindy Reach and Keyarra Blissestt for completing the FISAPP.

IV. VPSA Updates

a. Updates from Last Week's SA All Meeting
    i. Share updates with staff members even if they do not think it is relevant to their work. The staff has spoken up about not knowing things occurring in Student Affairs or across campus. Staff were encouraged to read minutes from prior meetings if they did not attend or had to leave meetings early.
    ii. Reminder that college vehicles must be used first instead of personal vehicles. Staff asked if vehicles could be washed and filled with gas before trips are taken. Staff was encouraged to leave early to make sure they can gas up the vehicle before their trip. More information can be provided on having vehicles filled with gas after prior usage.

b. Staff were asked to encourage students and staff to complete the Climate Survey. Only 5.4% of students and 44% of employees have completed the survey to date.
c. Employee evaluations should be conducted during the month of October.
d. Information was passed out regarding templates/examples of the Board and one-on-one reporting. The focus should be on data and what is happening in everyone's area.
e. Updates from Dr. Taylor's Meeting with VPs, Cabinet, etc.
    i. FY25 Innovative Bridge and Transitions Grant is due by the end of the week. Kudos to Mindy Ashby for taking the lead and gathering information to complete this grant.
    ii. Documentation to ICCB regarding the $5000 for FAFSA events from August is due.
    iii. The articulation Agreement with Arizona State University and Shawnee was discussed, and a website with transfer information was shown. More information and details will be provided in the coming weeks.
f. Council and Teams
    i. Attendance is highly encouraged by staff for Council and Team meetings.
    ii. VPSA will meet with the Chairs/Co-Chair a week prior to the scheduled meetings.
g. Navigate 360 implementation is moving along. Updates and future training will be provided in the near future.
h. Title IX Training with the Title IX team began, and the student's training will be coming hopefully by the end of October/early November.
i. There are two candidates for the vacant position of ETS Director. A final decision will be made by the end of the week on a candidate to share with the Board for approval.
j. The VPSA will be attending conferences for much of the month.

V. Recruitment and Enrollment Team Updates

a. Discussed upcoming community events and parades. A potential parade policy is in the works.

VI. Student Experience Updates

a. The FYE course to C & I has been submitted to ICCB and is awaiting approval. The next task will be reviewing the front part of the catalog to make sure there are no updates.

VII. Roundtable

Director of Enrollment Services—Mindy Reach

- Met yesterday (9/30) with academics to review the spring schedule and give requests/suggestions. It is great to have collaboration again with the schedule creation process.
- SCC Day is upcoming on 10/10. The T-shirts arrived today.
- **Parades:**
  - 10/5—AJ Homecoming
  - 10/5—Vienna Fall Fest (Stacy needs people)
  - 10/18—Massac Homecoming
  - 10/19—Mounds Fall Festival
  - 10/19—Pulaski Pecan Festival
- **Transfer:**
  - 9/13—Transfer Advisor day at SEMO
  - 9/18—Eastern Illinois University Articulation Day
  - 9/20—meeting with Saluki Step Ahead
  - 10/11—SIU Community College Conference
- **School Counselors:**
  - 9/12—High School Counselor Retreat
  - Started an HS Counselor newsletter. Send anything that needs to be included to Mindy Reach.
- Mindy Reach attended the ILACADA annual conference on 9/27, the focus of which was on fostering belonging.
- ICCB approved EKG classes
- IT did a data validation session last week for Navigate 360. We have several meetings upcoming, and Mindy Reach has homework about roles due today.

Director of Student Success—Mindy Ashby

- **Grant Development Updates**
  - **Career and College Grant**
    - We hope to be awarded a $400,000 grant to support the development of programs that enhance student transitions into college and career pathways. This grant will enable us to improve resources, technology,

and student services to better prepare students for postsecondary education and workforce readiness.

- **Mental Health on Campus Grant**
  - The $150,000 grant for mental health initiatives on campus focuses on expanding services supporting student mental well-being. This funding will assist in providing critical resources such as counseling, mental health awareness campaigns, and peer support systems to foster a supportive environment for all students.

- **Professional Development Initiatives**
  - We are engaging in Solutions-Focused Skills Application & Practice coaching under the guidance of Dr. Ann Bodmer-Lutz through the Institute for Solution-Focused Therapy and the Illinois Campus Cares Technical Assistance Center. This training will enhance our department's capacity to provide student-centered coaching and support, particularly for mental health and counseling initiatives.
- **Upcoming Events**
  - SCC Day – October 10, 2024
    - Our department is actively preparing for SCC Day, which will serve as a critical student engagement and recruitment event. This event will offer students a great platform to learn about the programs and services available on campus.
- **Departmental Updates**
  - **Career Services & VR Technology**
    - Career Services Coordinator Blake Goforth is visiting Arizona State University to explore the use of virtual reality (VR) technology. This initiative aims to integrate cutting-edge VR tools into career services, providing students with innovative career exploration opportunities.
  - **Increase in Disability Accommodations**
    - The Student Success Department has seen a significant increase in the number of disability accommodations and applications. This reflects our department's commitment to accessibility and supporting all students' educational journeys.

Coordinator of Financial Aid and Veteran Affairs

- **Office Business**
  - Our office serviced roughly 227 students and parents in September. 65 Face-to-face, 53 Phone Calls(tracking since September 16), and 109 emails (finaid@shawneecc.edu only)
  - We have processed 73 ISIRS this month.
  - Made 16 contacts for the Call Campaign
    - We identify students with enrollment but no FASFA on file. This is an opportunity for our office to inform the students and provide any assistance they may need in the application process.
- **Disbursement Day Preparation**
  - Certified 247 students eligible for the MAP grant ($276,455.00)
  - Submitted 43 individual ISIR corrections
  - Processed 12 Return to Title IV (R2T2)
  - September 30 is Pell Status Day. Budget updates and adjustments for all awarded students will be made to prepare for Pell checks to go out on October 15, 2024.
- **Outreach**
  - Served five Alexander County Extension office students on September 19 and 24.
- **Financial Aid Deadlines**
  - Fiscal Operations Report and Application to Participate (FISAP) 2025-2026 is submitted. This report is used by schools to apply for Campus-Based Program funding for the upcoming award year and to report Campus-Based Program expenditures for the previous award year.
- **Consultant**
  - We are still working under the current contract with Blue Icon for the 24/25 ISIR Correction Assistance, which will offer our office additional help with student correction.

Director of Student Support Services—Amber Suggs

- Nursing students now make up 30% of our roster. We are working to collaborate with the nursing department to provide additional resources to support academic monitoring.
- Our tutoring services have doubled. Students are maximizing the lab early this semester.
- We now have a student worker.
- Please refer any students that could benefit from the program.

Director of Community Education & Extension Centers—Lindsay Johnson

- The extension centers are working alongside academics on the last details of the spring schedule. The Fall SCC musical is set for November 7th, 8th, and 9th. So far, ticket sales are steady, with both 9 am performances sold out. Community education classes are in full swing. So far this fall, we have eight Community Education courses available for adults, two Saints Kids, and three more Little Saints Book Clubs to offer this semester.

Director of Educational Talent Search—James Walton

- **Events and Meetings**
  - Attended the grand opening of the new U of I Extension facility in Union County
  - Participated in the R3 Grant Community and Unit 27 committee meetings.
  - Atttended a session on "How to Use Meta Business Suite" at the Union County Extension Center.
- **Training and Development**
  - Completed training on:
    - Sphero Bolt RVR robots.
    - Meta VR headsets.
    - Transfr Implementation Training Webinar with Transfr CSM for VR headsets.
- **School District Engagement**
  - Met with school counselors and new principals in the district.
  - Made school visits to:
    - Meridian HS/MS
    - Joppa
    - Vienna Grade School
    - Egyptian HS/MS
    - Cairo Jr/HS
    - Maple Grove Elementary
    - Brookport Elementary
    - Cairo Middle School
- **Program Upgrades**
  - Digital program enhancements, including making Keva planks more interactive by incorporating math.
  - Actively recruiting new students.
  - Planning upcoming college tours and cultural field trips.
  - Created an outlook for the curriculum for the upcoming year.

VIII. The meeting adjourned at 12:05 pm.

The next meeting is November 5, 2024, at 10 am in the River Room.