

Cabinet Minutes
West Richland Center
June 1, 2022

9:00 a.m.

Participants: Ryan Gower, Zahi Atallah, Paul Bruinsma, Sheryl Childers, Alex Cline, Michael Conn, Robert Conn, Jay Edgren, Matt Fowler, Ryan Hawkins, Amber Malone, Andrea McDowell, Rodney Raney.

Not Participating: Brent Todd

Guests: Tona Ambrose, Cassandra Goldman, Sharmila Kakac, Alyssa Maglone, Brandon Weger.

Welcome: Dr. Gower opened the meeting and welcomed the guests. The cabinet was asked for comments or corrections regarding the May minutes. No comments or corrections were recommended, so the group moved into new business.

New Business

Consent Agenda:

Cabinet approval was given for the consent agenda.

- 1. Special Assignments (McDowell)-** Andrea McDowell provided a copy of the Special Assignments for AY 23. The Special Assignments were approved and will be presented to the Board on June 21, 2022.

The Consent Agenda was approved.

June Approval Items:

- 2. FCC Head Softball Coach Position (Edgren)-** Dr. Edgren provided an overview of the job description for the proposed position. The current PT coach is retiring, leaving a vacancy. Dr. Edgren provided the rationale for the move to full-time, and Cabinet approved the change.
- 3. Foreign Language Faculty Lines (Todd)-** Mike Conn brought a recommendation from the Council of CAO's stating the group has recognized the need for full-time Foreign Language Faculty in the District. Cabinet approved an open search for a Spanish Foreign Language

instructor (open until filled) and agreed to revisit advertising a second line (Fall 2023 start date) as a later date.

4. Open Call for Items (all)- None.

June Informational/Discussion Items:

- **B&I Business Plan (Edgren/Kakac)-** Sharmila Kakac presented a business plan for the Center for Business and Industry. The plan includes using a portion of the WRC building for dedicated B&I training spaces. The plan detailed recommended changes to the building, parking, and additional positions that would need to be filled in time.
- **First-year Experience Courses CIS 1104/EDU 1198 (Deans)-** Mike Conn reported that the Deans have voted to create a standard curriculum for EDU 1198 (Pathways for Success) to be used at all IECC Colleges. The new structure will be presented to students in Fall '22. Work to improve and standardize CIS 1104 is ongoing.
- **Grad Fest Survey Results (Weger)-** Brandon Weger gave a report on Grad Fest. The event aided in the collection of a significant number of graduation surveys. The survey reflects the student experience and the success rate of pathways for continuing education and/or employment. The Chancellor will share results of the survey with the IECC Board of Trustees.
- **Perkins V, Diesel Program of Study (R Conn)-** Robert Conn shared with the group how Perkins V is changing the CTE pathways in positive ways. The group looked at the Diesel Plan of Study and how creating pathways for early high school students strengthens the program.
- **Early Childhood Access Consortium for Equity Act (R Conn)-** Robert Conn discussed the required ECACE. The State of IL has introduced funding for higher education to aid in meeting these requirements and in growing CTE programs.
- **Affiliation Agreements- Deaconess Hospital, Inc.-** Dr. Gower informed the group that the affiliation agreement with Deaconess Hospital- Newburg, IN will be presented to the Board on June 21, 2022.
- **Guided Pathways Faculty Meetings (Gower)-** Dr. Gower informed the Cabinet of his upcoming meetings with faculty to discuss a

transition to guided pathways and a potential move toward an academic centered model of education. He will report back at the July Cabinet.

- **Open call for items (all)-**
- Dr. Atallah reported that LTC was not chosen for the ICCTA grant.
- Andrea McDowell discussed changes in classification for academic advisors. This will be change in status for some employees and will be reflected in the personnel report on June 21, 2022.
- Alyssa Maglone reported to Cabinet that Upward Bound has been funded for the next 5 years, and the TRIO directors plan to give an update in July.

Committee/Division Reports

- **Symbiosis Project Update (M. Conn)-** Mike Conn gave an update on the development of online courses. He reported on courses selected for redevelopment in the summer term. He also reported that the new Instructional Designer in the Center for Excellence in Teaching and Learning has been a valuable addition.
- **Business & Industry Updates (Edgren/Kakac)-** Sharmila Kakac reported on B&I. She discussed a recently held roundtable discussion in the community and the outcomes of the discussion. It was noted by many that pathways need to be communicated earlier in the academic/professional experience to have optimal impact.
- **Admissions & Records Updates (Malone)-** Amber Malone reported that all campus recruiters will be in place by Fall '22. The vacancy in the Program Director for Financial Aid has been filled. Interviews are taking place to fill other open positions within the department.
- **Enrollment Management Updates (Malone/Loll)-** Covered in the report by Amber Malone.
- **CETL Updates (Ambrose)-** Tona Ambrose informed Cabinet that Instructional Designer Ken Anderson is doing well. She asked the group to look at the new CETL onboarding and training classes for adjunct faculty. Suggestions and comments should be returned to her before June 13, 2022.
- **International Program (Fowler/Goldman)-** Cassandra Goldman gave an update on the international program. Most students are home for the summer, but there are currently 10 international students enrolled for summer classes. At this time there are 80 international students enrolled for Fall '22

and that is a significant increase from last year. WVC had a visit from the president of YFU, Vietnam and he expressed his enthusiasm for continuing a relationship with IECC. Discussion took place regarding the need for housing for international students and opportunities that might be presented.

Open Call for Items:

- Dr. Fowler has mentioned IECC lacks a policy and procedure for general (not student/staff) complaints and that this is something that has been highlighted by the HLC in the past. A committee was formed to draft language for Board of Trustee consideration.

Meeting adjourned: 12:00 p.m.