



2018 ICCAROO SUMMER MEETING

Thursday June 21st, 2018

Illinois Central College

8:30 am – 3:00 pm

9:00 am: Welcome & Introductions

9:15 am: Birds of a Feather

- President Carol DiCola (Oakton Community College) asked if others use high school transcripts for proof of residency. Jill Pierson (Waubonsee Community College) said they only use them if the address is out of district but the high school is in district. Must be official transcripts and the student has two years after graduating high school, with three years for fees waived. Illinois Valley Community College and Parkland College are the same. Students are not claimed for apportionment, just fees are waived.
- Hayley Bradford (College of DuPage) asked for best practices, workflow, etc. for athletic eligibility; what is the workflow and is there a timeline. With 15 sports and over 300 athletes, they are looking for ways to better work through the process. Also wondering about ways to catch athletes that leave after a season; trying to work on retention. Angela Snow (Carl Sandburg College) stated that they put together spreadsheets of what all athletes have and need, and leave it up to the coaches.
- Jason Rotzoll (Parkland College) asked about enrollment verification. Regina Fenton (Kishwaukee College) stated they do 10th day only, though she will do a registration verification. This is a process through Colleague that is then merged into a letter. Oakton Community College does the 3rd week of the semester.
- There was some discussion about DACA...Oakton Community College uses signs to let undocumented students know they are safe. Waubonsee Community College was careful with the verbiage used, based off of student feedback. Social Security Numbers are not required but are needed for financial aid and tax documents. We can't make students give us their SSN but an effort has to be made.
- Jason Rotzoll brought up the issue of verifying students over the phone, and what questions can be asked. There has been difficulty getting an answer on what can actually be asked. Verifying anything the student offers can potentially be used for ID fraud. Directory information is all that can be relayed, both ways.
- Late registration...Waubonsee's last day to register is the 1st day of class; they do have an appeal process for late enrollment. College of DuPage uses instructor consent through their portal; Oakton is similar. Parkland shuts down registration Sunday night before classes start, and any exceptions after that have to be approved by the Dean. Elgin Community College leaves registration open the 1st week of class. Waubonsee and Kishwaukee do not drop students once courses start; the students get billed.

- Aseret Loveland (Illinois Valley Community College) inquired about chat services. Richland Community College has a chat service that is answered by whoever is available. Kishwaukee has employees from various departments assigned to answer their chat service. Waubonsee uses their portal. IVCC also asked about CRMs...Waubonsee uses Salesforce, Carl Sandburg uses Colleague's CRI for tracking the recruiting process and what is still needed for the student.
- Kishwaukee asked if anyone allows dual credit students to register online; how other institutions manage their high school/dual credit student population. Jennifer Dyer (Rock Valley College) stated they use an "X" screen in Colleague containing a flag field for their Getting Started Session requirement. If that field is not marked as attended or waived the student is not allowed to register themselves. There was also discussion on background checks on the instructors teaching this population.
- Carol DiCola asked who handles prerequisite overrides. Consensus was instructors and Deans, though several institutions stated their advisors can as well.
- Some institutions still print schedules, while others do not. Kishwaukee only send theirs to a special population. All institutions find the older student population are the ones who want the printed copies.

10:30 am: ICCB Updates from Jeff Newell *Please see attached documents for Jeff's updates.

11:00 am: Increasing the Effectiveness of Accelerated College Programs

Sean Jensen, Director of Transfer Services & Rodrigo Lopez, Director of High School Partnerships and Transitions from Elgin Community College presented on their Accelerate College Program, which is in its 3rd year. ECC offers three Dual-Credit Programs: Accelerate College, Middle College, & Career & Technical. The Accelerate College Program allows for students to attend full-time at ECC for 1 or 2 years earning college and high school credit simultaneously.

12:00 pm: Lunch & Business Meeting

President Carol DiCola (Oakton Community College) called the meeting to order and called for approval of the Fall 2017 meeting minutes. Angela Snow moved to approve the minutes, Rick Eddy (Carl Sandburg College) seconded. Motion passed. Carol brought up the enrollment numbers on the website, and asked if we should go back to collecting numbers via email.

Past President Jill Pierson suggested we keep a link to ICCB for enrollment numbers since they collect them already and it has been difficult to collect via email due to lack of response. Carol is going to send an email out to collect summer numbers, since ICCB does not report on summer. Carol also wanted to discuss the scholarship to attend IACRAO and whether we could do that again this year, potentially for two attendees. Aseret Loveland motioned allotting \$400 from ICCAROO funds to be used for two scholarships for IACRAO attendance, Rick Eddy seconded. Motion passed. Carol wanted to remind everyone that elections will be coming up in fall for several positions, please think about taking a position as it is a great opportunity.

President-Elect Ann King (Elgin Community College) thanked everyone for attending, and special thanks to Nikisha Wright Anderson & Crystal West from ICC for hosting.

Treasurer Jamie Jesk (College of DuPage) apologized for not having a physical report but there will be one in the future. As of May there is a balance of \$3,202.30. There was a question as to when dues are owed; last year the due date was October 13th. Dues are \$40 per college and the form can be found on the ICCAROO website: <http://www2.iccb.org/iccaroo/membership/>.

Secretary Jennifer Dyer (Rock Valley College) had nothing to report.

Historian Katherine Norris (College of DuPage) was not in attendance.

Other business...

- Carol suggested it would be good for someone from ICCCA to attend these meetings for updates.
- A link to 10th day numbers from ICCB can be found at: <http://www2.iccb.org/iccaroo/enrollment-reporting/>.
- The kangaroo will be moved from Jill to Carol; perhaps a new kangaroo can be purchased and debut in the fall at IACRAO.
- Aseret suggested looking in to doing a scholarship.
- Ann brought up the verbiage of “he/she” in the constitution and suggested updating the verbiage to be more inclusive. This can be emailed out and voted on at the fall meeting.
- Past President Jill was presented with her plaque.
- Link to ICCAROO website: <http://www2.iccb.org/iccaroo/>

Meeting adjourned.

1:00 pm: Finish Line Game & Discussion

2:30 pm: Tour of Illinois Central College Health Careers

Have a great summer!