

**Illinois Community Colleges Chief Student Services Officers**  
**Fall Meeting Minutes**  
Illinois Council of Community College Administrators Annual Conference  
Wednesday, November 14, 2007

**Present:** Pete Basola, Lewis and Clark; John Letts, John Wood; Jane Johnson, Richland; Songie Milhouse, South Suburban; Joianne Smith, Oakton; Betsy Oudenhoven, Joliet; Sherry Aaker, Spoon River; Carol Cowles, Elgin; Linda Hamman Moore, Parkland; Andi Berryman, ICCB; Bob Marshall, Illinois Valley; Tracy Morris, Illinois Valley; Terry Crain, John A. Logan; Tim Daugherty, Southeastern Illinois; Dick Vallandingham, Black Hawk; Judy Marwick, Kankakee; Kathleen Collins, Heartland; Richard Massie, Shawnee; Mary Reaves, Prairie State; Larry Apperson, Kishwaukee; Amy Diaz, Rock Valley; Tina Stovall, Lake Land; Elaine Johnson, ICCB.

- I. **Call to Order and Introductions** – The meeting was called to order at 4:00 p.m. by Amy Diaz, President. Amy clarified that she will continue to serve as President for the 2007-2008 year. As Vice President during the 2006-2007 year, she also served as President following the resignation of Pam Clodfelter. Tina Stovall will serve as Vice President for 2007-2008.
- II. **Secretary's Report** - Minutes from the June 15, 2007, summer meeting were approved following a motion by Bob Marshall and second by Kathleen Collins.
- III. **Treasurer's Report** – Balance of \$3,416.18; approved following a motion by John Letts and second by Judy Marwick. Tina Stovall reported that membership dues for 2007-2008 will be collected following election of the new Secretary-Treasurer.
- IV. **Task Force Reports**

President Amy Diaz reviewed the updated list of Task Forces. Corrections were noted for the Dual Credit Task Force.

- a. **ORS/ Rehab Issues** - Andi Berryman mentioned the Interagency Coordinating Council Transition Conference to be held in Effingham, December 3, 2007. The conference is for educators, parents and students. Andi also reported that the statewide Disabilities Advisory Committee continues to collect data regarding types of services offered across the state. They will be providing a summary report. The group is also working to increase web accessibility to higher education for students with disabilities. Andi reported that since the Student Success Grant was not funded for this year, ICCB continues to work to reinstate it.
- b. **IVC/ILCCO** – Tina Stovall reported that a call for proposals for the Illinois Online Conference, to be held February 13-15, was sent to the List Serve earlier this week. Conference sponsors are seeking presentations regarding online student services. As previously indicated, ILCCO reduced membership fees for FY08 from \$4,000 to \$1,000. Information regarding membership was sent to all CAOs in Spring 2008. Members interested in additional information should contact Jeff Newell at ICCB. Several members indicated that their colleges are members of ILCCO and that ILCCO continues to assist them in offering additional online course opportunities for students. Members suggested that we consider having a presentation on Best Practices in Online Student Services at the Winter ICCSSO meeting. Suggestions for colleges to consider: Elgin, Parkland, South Suburban, John A. Logan. Kankakee will be going live with Datatel e-advising between now and the winter meeting. John Wood has identified several free online tutoring services. Kankakee has a partnership with Governor's State University for online tutoring.
- c. **IAI** - Judy Marwick reported that the fall Steering Committee meeting was cancelled. There is some concern that we are not moving forward as quickly as was hoped with major panels and their charge to select 1-4 courses for each major appropriate for the first 2 years at any 2 or 4 year college. There has been some concern voiced about the major

recommendations by 4 year colleges. It is believed that none of the panels are currently working on the recommendations. Currently, it appears that we must rely on individual college agreements for major course articulation. The group recommended that we have an IAI update from Barbara Risse, ICCB, at the winter meeting..

- d. **Financial Aid** – Discussed the Academic Competitiveness Grant. John Letts suggested talking the Financial Aid Departments to try to identify a best practice for awarding ACG that could be shared with the membership. John Wood has worked with high schools to show what students are consistently missing. Discussed that some colleges are requiring FAFSA application in order to receive any scholarship; others only recommend the FAFSA. John Wood has been looking at out of state lenders for student loans. John Letts also reminded the group that the NASFA Code of Ethics statements should have been signed by Directors of Financial Aid.
- e. **Leadership and Core Values** – Discussed that the ICCCSSO President previously served on the statewide core values steering committee. Jane Johnson will talk to her president, Gayle Saunders, about our President again serving on the committee.
- f. **Dual Credit** – Pete Basola announced that Lewis and Clark has now been accredited by the National Alliance of Concurrent Enrollment Partnerships. (NACEP). Several other Illinois community colleges have expressed interested in the accreditation. Discussed different practices colleges have regarding tuition/fee charges for dual credit. Members suggested that Pete provide a presentation at the winter ICCCSSO meeting. Carol Cowles asked if colleges could share any feedback they have received through ICCB recognition visits related to dual credit. Elaine Johnson reported that a dual credit summit is currently being planned for spring semester that will be focused on best practices in dual credit. Members agreed that dual credit would be a good focus topic for the summer 2008 meeting since that would follow the dual credit summit.
- g. **Teacher Training/ NCLB** – Elaine Johnson reported that the AAT continues to move forward. Four AAT degrees have been recognized and approved. Colleges continue to submit degrees for approval. ICCB has identified 4 year colleges that don't accept AAT. IBHE is working with those colleges. A conference was recently held in northern Illinois for teacher education faculty. There will be 2 more meetings held in the central and southern part of state. The AAT is seeking new members for the steering committee. Richard Massie agreed to represent ICCCSSO on the statewide AAT committee. Larry Apperson reported that at the Transfer Coordinator meeting held earlier today, the community colleges requested that a list identifying how individual universities are accepting the AAT be posted on the IAI website. The list should include any university requests for additional coursework beyond the AAT. Universities were also asked to accept the GECC and not require additional general education. Elaine indicated that community colleges need to communicate their concerns about particular institutions to ICCB. All agreed that Amy and Tina will work with Barbara Risse to prepare an email to solicit concerns from ICCCSSO membership.
- h. **International Students** - Larry Apperson reported on information received at the regional NAFSA conference. SEVIS is working on a second release, due May 2009, which should include an upgraded online system. SEVIS also seeks to provide more training for DSOs. NAFSA inferred that institutions may be asked to recertify. Government officials indicated that they are planning to do this with 180 day notices.
- i. **Phi Theta Kappa** – Andi Berryman announced that the annual PTK Dinner will be held April 22, 2008. Student Lobby Day will be scheduled following receipt of the General Assembly spring session schedule. Andi noted that the president of Joliet is now the PTK presidential liaison.

## V. Discussion Items

- a. **ICCB Updates** – Elaine Johnson provided an update on reorganization of the ICCB staff. Elaine is now serving as Vice President for Academic Affairs and Workforce Development which includes student services and career and technical education. ICCB will be hiring a new senior director for student development. Karen Hunter-Anderson is now serving as Vice President for Adult Education, ESL, Institutional Support, and Educational Technology. Elaine also announced ICCB’s current project, *College and Career Readiness* which is a partnership program with ACT to look at ACT scores and course placement (ACT is doing analysis). One area of ICCB interest is consistency across the state in use of ACT scores for placement. ISBE is also looking at high school standards for college readiness. Elaine reported that Illinois is hoping to become an Achieve state – for secondary and post-secondary curriculum integration. ICCB and CAOs are working with the high schools on this project. Nancy Bentley, CSSO at Moraine Valley, is also on the project team. College readiness, including information about these projects, will be the theme of the joint CAO, CSSO and President’s meeting in January.
- b. **President’s Council Updates** – Tina Stovall provided a summary of topics presented and discussed at the September President’s Council and suggested that many of the topics of interest to the presidents provide opportunities for collaboration with the CSSOs including P-20 initiatives, career pathways, acceptance of foreign educational credentials, ISAC, MAP, academic impact of community colleges, leadership development and orientation for new presidents. Members agreed that we could identify areas for action at the winter ICCSSO meeting. Elaine Johnson discussed that she will recommend that a representative from ICCSSO serve as a representative to the president’s student development committee. It was also suggested that we invite the president who serves as chair of the Student Development Committee to our winter meeting.
- c. **Retirements** – The group recognized the retirements of former ICCSSO members Ted Lewis and Vicki Jensen Marshall.

**VI. Old Business** – There was no old business presented to the group.

**VII. New Business**

- a. **Election of Secretary/Treasurer** – Songie Milhouse, South Suburban College, was elected as Secretary/Treasurer following a motion by Songie Milhouse and second by Luis Moreno.
- b. **ICCCA Executive Board** – The group approved that the ICCSSO President serve on the ICCCA Executive Board following a motion by John Letts and second by Larry Apperson.
- c. **January 17, 2008 – Joint Meeting with Presidents and CAOs** - Again this year, the joint meeting will be held the afternoon of January 17. The afternoon session will focus on Transitional Points and College Readiness. It was recommended that we meet jointly in the morning with the CAOs if they are interested.
- d. **Winter 2008 Meeting – Dates/Location** – The group recommended a meeting in a central location in late February or early March. Information will be sent to the membership.
- e. **Summer 2008 Meeting** – Tentatively planned for June 17 and 18. The Diversity Conference is June 13. No decision was made regarding whether or not the meeting will be a joint meeting with the CAOs.
- f. **Student Code of Conduct and the Judicial Affairs Process** – This discussion was referred to a later meeting.

*Meeting adjourned 6:05 p.m.*

*Respectfully submitted by Tina Stovall, Secretary/Treasurer*