Illinois Community College Chief Student Services Officers
Fall Meeting
Illinois Council of Community College Administrators Annual Conference
Wednesday, November 19, 2008

Present: Dick Vallandingham, Black Hawk College; Jocelyn Harney, College of DuPage; Belinda Dalton-Russell, Danville Area Community College; Carol Cowles, Elgin Community College; Wendall Blair, Harold Washington College; Brenda Weddington, Harry S. Truman College; Corey Williams, Harry S. Truman College; Kathleen Collins, Heartland Community College; Elizabeth Gerber, Highland Community College; Andrea Berryman, ICCB; Elaine Johnson, ICCB; Jennifer Timmons, ICCB; John Avendano, Illinois Central College; Robert Marshall, Illinois Valley Community College; Juletta Patrick, Illinois Valley Community College; Terry Crain, John A. Logan College; Tim Daughtery, John A. Logan College; Betsy Oudenhoven, Joliet Junior College; Judy Marwick, Kankakee Community College; Cathy Robinson, Kankakee Community College; Larry Apperson, Kishwaukee College; Tina Stovall, Lake Land College; Pete Basola, Lewis & Clark Community College; Gregory D. Robinson, Olive-Harvey College; Linda Hamman Moore, Parkland College; Amy Diaz, Rock Valley Community College; Luis Moreno, Sauk Valley Community College; Richard Massie, Shawnee Community College; Songie Milhouse, South Suburban College; Sarah Bond, Southeastern Illinois Community College; Dana Keating, Southeastern Illinois Community College; Deborah Alford, Southwestern Illinois Community College

I. Call to Order and Introductions
- The meeting was called to order at 3:45 p.m. by Amy Diaz, President. Amy Diaz asked of those present, who is responsible for both Student Development and Academic Affairs: Kankakee Community College, Illinois Central College and Southeastern Illinois Community College.

II. Secretary’s Report
- Minutes from the June 18 and 19, 2008, summer meeting were approved following a motion by Carol Cowles and seconded by Kathleen Collins.

III. Treasurer’s Report
- Balance of $4,137.43; approved following a motion by Luis Moreno and seconded by Bob Marshall. Songie Milhouse reported on the collecting of the annual membership dues for 2008-2009.

Amy Diaz introduced ICCCA President, Philip Bierdz who discussed the proposed constitutional changes and bylaws for ICCCA to be voted on at the conference. He shared his two missions for ICCCA including the creation of a better organizational process and ICCCA becoming a tax exempt organization. He discussed the requirements for the 501(c)(3) Federal application process to become a tax exempt organization, and asked those present to review the ICCCA information in the registration packets. He also added if regulations require changes in the constitution, non-material changes can be made by the Board anytime during the year as long as ample notification is given. The constitution is located on the ICCCA website. President Bierdz also thanked Amy Diaz for her work with the President’s Council this year.

IV. Task Force Reports
Tina Stovall noted that the task forces listed are those that ICcCSSO has had for a number of years. At the summer meeting, discussion was held to update the task forces to reflect more current issues. The current task forces will be discussed, and under New Business, they will be looking to approve the task forces that are under consideration.

a. ORS/Rehab Issues - Andi Berryman reported on the Statewide Transition Conference which was held on Oct. 27–29 in Peoria, Illinois, that addressed transition issues, services and best practices. It was well attended by students, parents, administrators, and health care organizations. Community colleges attended, with presentations given by Lewis & Clark Community College and Waubonsee College. Next year’s conference will be in the northern part of the state (each year it rotates). The Disability Advisory Committee met, and in January, a college survey on alternative test format and physiological disabilities will be available. A subcommittee has been formed to address transition and documentation of postsecondary students with disabilities within the state.

b. IVC/ILCCO - There was no update per Tina Stovall.

c. IAI – Judy Marwick shared that the steering panel has met and issues discussed included the Gen Ed Communications panel affirmation that speech classes must have a face-to-face speech component in order to get IAI designation. Some of the majors panels have gone away, but the ones that remain are on the website and should be up-to-date with 1 to 4 major courses that the panels have affirmed as appropriate for the first two years in that major, there are no assurances yet that the 4-year colleges will accept as major courses.

d. Financial Aid – No report

e. Leadership and Core Values – No report

f. Dual Credit - Pete Basola discussed the Dual Credit Task Force that has been organized by the State Legislature. Recommendations are going to the legislature to standardize practices and regulations of dual credit courses statewide, and
VI. Old Business

a. History of the Illinois Chief Student Services Officers, 1998-2008 - Amy Diaz continued the summer meeting agenda item and distributed a handout “History of the Illinois Community College Chief Student Services Officers, 1998-2008.” Tina Stovall reviewed the history and establishment of ICCCSSO from the Student Services Commission. The handout of the
history of ICCCSSO is to serve as a basis for what is being proposed as an action item. The goal is to clarify the membership, bylaws and processes of the organization. A correction is noted on the second page of the handout as the information is from the ICCCSSO, February 22, 2001 meeting minutes.

VII. New Business

a. ICCCSSO Membership and Bylaws-- Tina Stovall reviewed the recommendations for approval of the bylaws for the organization. This includes a description of the group, officer positions, meetings, the annual membership, and current task forces and agendas. There is one membership per college, and members can invite other Student Services professionals to the meetings. There are now two listserves. The original ICCCSSO listserv includes one chief student services officer from each institution along with members from ICCB. The second is the ICCSSS listserv which includes Illinois Community College Student Services Staff. Colleges where the chief academic officer and the chief student services officer are the same person, a Student Services member from that institution can also be on the original listserve. Richard Massie asked for an addendum to maintain and support the ICCCSSO website. Changes for the website are sent through the Secretary/Treasurer. Tina Stovall discussed the history of the ICCCSSO officers’ terms, and the proposal is to separate the officer positions. It was also proposed that the Secretary/Treasurer position become a two-year term and the second position be President-Elect and President. There was also a discussion to change officers at the summer meeting instead of the fall meeting.

b. Seating/Election of Officers for 2008-2009: President, President-Elect, Secretary/Treasurer-- The bylaws were accepted as amended with the additional person to maintain the website and an immediate past president position following a motion by Judy Marwick and seconded by Luis Moreno.

Amy Diaz asked for nominations for President-Elect. A nomination for Carol Cowles was accepted. The entire slate was approved following a motion by Bob Marshall and seconded by Belinda Dalton-Russell.

i. President -- Tina Stovall. Amy Diaz is immediate Past-President
ii. President-elect -- Carol Cowles
iii. Secretary/Treasurer - Songie

Tina Stovall thanked Amy Diaz for her service as ICCCSSO President.

c. 2008-2009 Task Forces -- Tina Stovall gave a handout on the proposed task forces maintaining four of the task forces: IAI and Transfer, Financial Aid, International Students and Dual Credit. The proposal also added Veterans Support, legislative current topic HEOA, P-20 Partnerships, Leadership Development for New ICCCSSO Members and Campus Safety. The proposed task forces for the year were approved following a motion by Larry Apperson and seconded by John Avendano. A task force sign-up sheet was passed around.

Elizabeth Gerber, following up a discussion from the summer and the presentation from the Associate Dean of Student Services at NIU, wanted to discuss how to assist other colleges with counseling support. It was discussed that the Community College Agreement on Counseling Support could possibly fit into one of the task forces as an action item. It was noted that proximity may be an important point in helping out another college. As the Counseling Commission meeting is the next day, this topic could be brought up, and ICCCSSO could provide support, if a follow-up is needed, this could be part of the Campus Safety Task Force.

Richard Massie gave an update from the President’s Council meeting. An ISAC representative discussed the history of ISAC and affordability. Datatel gave a sales presentation and a powerpoint presentation is available on their website. Legislative updates were discussed and the President’s Council is looking to change their committee meeting times. Jennifer Timmons reported that the Student Advisory Committee Project this year is on autism and discussed campus fundraisers. Another topic from the President’s Council meeting is that colleges have to be NIMS compliance (National incident Management System). Campus violence prevention plans are to be in place with a July 15 deadline date.

d. January 22, 2009 – Joint meeting with Presidents and CAO’s-- Tina Stovall has sent information to the listserve regarding the joint meeting with the Presidents and CAOs. The meeting will be from 1:00 p.m. – 4:00 p.m. Tina Stovall asked for topics of interest: Joint agreements were discussed.

f. The Winter 2009 Meeting: The Winter meeting is Thursday and Friday, March 5 and 6, 2009 in Bloomington, Illinois.

g. The Summer 2009 Meeting: The proposed dates for the Summer Meeting are Wednesday and Thursday, June 17-18, 2009. The decided preferred location is Starved Rock.

h. CSSO Retirees: Retirees will be recognized at the Winter Meeting. Tina Stovall thanked Pete Bazola who is retiring prior to the winter meeting for his work with ICCCSSO.

Meeting Adjourned at 5:30 p.m.