

**ICCCSSO
Winter Meeting
Heartland Community College
January 27, 2016
Minutes**

Attendees

Black Hawk	Moreno	Luis		Lewis & Clark	Scheffel	Kent
CLC	Aguinaldo	Teresa		Lakeland	Stovall	Tina
CLC	Hlavin	Karen		Lincoln Land	Frederick	Lesley
COD	Dowling	Earl		MVCC	Salleh-Barrone	Normah
Danville	Ehmen	Stacy		Parkland	Trame	Mike
Elgin	Robinson	Gregory		Rend Lake	Price	Lisa
Heartland	Shinville	Padriac		Richland	Brown	Marcus
Heartland	Moore	Anita		Rock Valley	Spearman	Howard
Highland	Gerber	Liz		Sandburg	Norton	Steve
ICCB	Newell	Jeff		Sauk Valley	Matheney	Janet
ICC	Morris	Tracy		Shawnee	Askew- Robinson	Jipaum
Kankakee	Waskosky	Julia		Southeastern	Flannery	Chad
Kaskaskia	Susan	Batchelor		Triton	Martin	Quincy
Kishwaukee	Harris	Sedgwick		Waubonsee	James	Melinda

ICCB Updates—Jeff Newell

Legal Update—Robbins Schwartz—Collette McCarthy

See handout regarding Illinois Public Act 99-0426 Preventing Sexual Violence in Higher Education and Illinois Public Act 099-02278 Student Optional Disclosure of Private Mental Health Act

Enrollment Management Trends—Sedgwick Harris and Luis Moreno

The taskforce only received 2 responses from colleges on sample EMPs. In requesting EMPs, the taskforce wants to make a similar process of consolidating athletic handbooks to provide a general manual with similar practices across all colleges. Topics could potentially include phone call and post card utilization, financial aid solutions, 3rd party vendors for billing statements, use of personal email and emergency contact information, etc. The handbook would acknowledge that there are no necessarily right solutions, but that each practice occupies a specific context at each college.

Mike Trame of Parkland discussed some difficulty in keeping academic programs correct in the student information system with program codes. He discussed the building and creating buy-in across campus in the planning process for an EMP. Parkland also utilizes robo-calling (Callemall & Robo call as examples). Typical price for 1,000 calls is \$50. The president of the college records the message for the calls.

Tracy Morris of ICC discussed non-payment drop processes. ICC has instituted a \$50 re-enrollment fee, which has cut drops in half. The fee is communicated as “securing enrollment.” ICC also collects deposits for enrollment, utilizes 6 sigma to help develop their EMP, and is examining realistic capacity.

Steve Norton of Sandburg discussed their 3rd party vendor for payment. The associated fee is used to fund emergency loan fund. Sandburg has also dropped their down payment to 20% with different payment intervals and requires deposits on high interest programs.

Heartland discussed their emphasis on optimal capacity and what is their ability to serve.

Melinda James of Waubensee shared some of their initiatives which include rolling drops to avoid false positives in enrollment reporting requiring payment at registration with drops within 48 hours of registration, and assessing late enrollment fees. WCC has received a Title 5 grant to focus on a retention model because the issue is not with new students.

Marcus Brown of Richland shared that strategic enrollment management has been included in AQIP and strategic planning at the institution. Richland utilizes a 3 team approach with focuses on student scheduling, program optimization, and marketing. This examines whether enrollment matches budgets, student priority vs. faculty priority in scheduling, understanding the recruitment cycle, etc.

Joint Meeting Agenda Discussion—Marcus Brown

Athletics

Discussion focused on why to not get rid of athletics and the need to examine revenue generation with student athlete credit hours. CSSO's also want to share student-athlete success stories to allow presidents to examine many of the benefits of athletic programs.

Sedgwick Harris has surveyed student athletes at Kishwaukee to see if they would attend college without athletics.

Steve Norton stated that Division III makes sense if you have a large district population. Additionally, Sandburg's goal is to get 50% of student athletes to pay their own way.

Transfer Issues

The group discussed advanced placement legislation and the implications for IAI. There was general consensus that NIU seems to be working better with regional colleges on transfer. Additionally, seamless transfer for the new AS degree model was discussed.

Taskforce Updates--January 28, 2016

Campus Safety

Luis Moreno shared about the student conduct administrator conference. He also shared the "Consent is like Tea" video from Youtube, which Black Hawk is using.

Waubonsee is utilizing a team approach for Title IX implementation and compliance and an online training with a pop-up screen in the student system.

Athletics

There was discussion of potential shifts to Division III because of cost implications. There was additional discussion about how some sports make sense in different divisions. There was general consensus to avoid taking away opportunities from students who may not attend college, which is similar to arguments for fine arts, band, etc.

Kankakee discussed some internal pressure of being able to attract student athletes for Division III. While Harper and Rock Valley can make it work, it can be more difficult in other college contexts because of recruiting and district population bases. There was some discussion that athletic conferences might need to take up the issue.

Enrollment Management

More responses with EMPs are needed to create consolidated practices manual.

There was also discussion of academic support reporting structures and whether some colleges charge for support services. Elgin stated that they charge for individual tutoring. Rock Valley and Lincoln Land utilize Brain Fuse, which is expensive. Black Hawk uses Tutor.com, which is not too expensive.

Financial Aid

The group discussed the transition to prior prior year (PPY) with some colleges reporting administrative nightmares for their transitions, although some financial aid directors remain optimistic.

Additionally, the group discussed the likelihood of year around Pell coming back, the incentive to enroll in 15 hours which would carry \$300 Pell bonus, and some colleges applying for experimental Pell.

IAI Transfer

Discussion focused on incorporating AP into general education processes. There are some differences on the general education and major sides with different AP scores.

There was consensus to monitor students in the transfer process with the changes in AS degree model. The group also discussed the timely return of form 13s from senior institutions especially if the course is not an IAI course.

Legislative Updates

Legislature might pass a budget today but the governor is not likely to support.

P20

The Teaching Committee is looking at dual credit teaching credentials from HLC. HLC should have a webinar soon.

Veterans

Discussion focused on whether a state group for Veterans exists. There is a listserv for coordinators but not necessarily a group that meets. Jeff Newell offered to help coordinate attempts to organize. Some veteran coordinators are attending state diversity meetings. A possible group may exist within ILAFSAA. There is an active regional group call AVECO which does trainings in St. Louis. Illinois Joining Forces has not been very active.

Website Development

Private access portion of website is under development.

Business Meeting

Approval of Joint CSSO-CAO Minutes from November 18, 2015

Motion made by Leslie Frederick

Second by Sedgwick Harris

Discussion—Elgin does not use Wonderlic (removed from minutes)

Motion carried unanimously

Approval of CSSO Minutes from November 18, 2015

Motion by Tracy Morris

Second by Lisa Price

Discussion—Add Mike Trame as attendee (added in minutes)

Motion carried unanimously

Approval of Treasurer's Report from November 18, 2015

Motion by Luis Moreno

Second by Julia Waskowsky

Motion carried unanimously

Call for Nominations for Election of ICCSSO Officers for FY17

Vote during Summer 2016 meeting

Marcus Brown to develop slate for president elect

New Business

There was a question regarding admissions application fees. Some benefits include warding off high school projects to fill out applications which cause unnecessary workload, and using revenue to fund EMP software, marketing, and staff salaries. Some colleges charge for placement testing or for retesting. Additionally some schools charge a Health Professions fee and variable tuition based on program.

Summer Meeting—Kishwaukee College—June 15-16, 2016

2 hotel options—Hampton Inn or Country Inn and Suites

Off campus first day at Dekalb Library

11:00am start on June 15

Phone in option will be available

Potential Topics:

Biennial Review

EMPs

Adjustment to RIFs/budget reductions

Legal Update on Violence policies—bring policies to review/collaborate

Staffing with coaches and ACA

New Labor regulations and overtime

Adjournment

Motion by Luis Moreno

Second by Quincy Martin

Motion carried unanimously