

**Student Affairs Leadership Team Minutes**  
**July 1, 2025/10 am.**  
**River Room**

Chair: Jeff McGoy, Vice President of Student Affairs

Roll Call:

<input checked="" type="checkbox"/>	Mindy Ashby	<input type="checkbox"/>	John Sparks	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Danielle Boyd	<input checked="" type="checkbox"/>	Amber Suggs	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Lindsay Johnson (Zoom)	<input checked="" type="checkbox"/>	James Walton	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Jeff McGoy, VPSA	<input type="checkbox"/>		<input type="checkbox"/>
<input checked="" type="checkbox"/>	Jacqueline Smith	<input type="checkbox"/>		<input type="checkbox"/>

✓ Indicates attendance; leaving blank indicates an absence.

- I. The VPSA called the meeting to order at 10:02.
- II. A motion was made by Danielle and seconded by James to approve the meeting minutes from May 6, 2025
- III. Kudos
  - a. The VPSA gave kudos to Lindsay for the kids' camps and James for the camps that ETS hosted.
  - b. The VPSA gave the main campus staff kudos for the smooth transitions during the office moves.
- IV. VPSA Updates
  - a. Position Updates
    - i. Taking applications for the Director of Financial Aid & Veteran Affairs and the Director of Enrollment and Recruitment.
    - ii. The CBE Advisor position is available.
    - iii. The Financial Aid Assistant position will be going full-time.
    - iv. The Financial Aid department will be receiving an interim director.
  - b. Restructuring of Student Affairs
    - i. The VPSA is working on setting goals and strategies to serve our students best and play to the staff's strengths.
    - ii. The VPSA will be having one-on-one conversations regarding changes. Staff will be given guidance by the beginning of the fall semester.
  - c. Office Moves & Other Items
    - i. The advisors, records, and registrar have been moved back to the front area to efficiently register students in one central location.
    - ii. Working toward online registration except for first-time students.
    - iii. Student Support Services is now located down the main hallway.
    - iv. H2127 (formerly the Veterans space) will be the calming room.
    - v. Don't cover your windows unless you're at lunch or in a meeting.
    - vi. Keep your doors open and use your whiteboards when you are not on campus.



- d. Robbin Schwartz Legal Updates
  - i. HB2967—Requires each higher education institution biennially (rather than annually) to conduct a sexual misconduct climate survey of all students.
  - ii. HB3385—Amends the Mental Health Early Action on Campus Act.
    - 1. Requires public colleges and universities to employ at least three licensed mental health professionals, which can include licensed clinical counselors, social workers, or other certified mental health providers.
    - 2. If a benchmark ratio (e.g., counselors per student) requires fewer than three professionals, the institution may need staff to meet, but it should never be below that benchmark.
    - 3. A blend of in-person and telehealth formats is permitted to ensure timely access.
  - iii. HB3709—Beginning the 2025-2026 academic year, every public college and university in Illinois that operates student health services must provide access to contraception, provide access to medication abortion, and complete annual reporting and oversight.
  - iv. SB1958—Amends the Student Transfer Achievement Reform Act to strengthen transfer pathways for students moving from community colleges to Illinois state universities.
- e. Supervisory Skills Training (July 21<sup>st</sup> or 22<sup>nd</sup>)
  - i. All supervisors must sign up for the training date and times that best fit their area.
    - 1. 21st (1:00 pm to 3:30 pm)
    - 2. 22nd (9:30 am to 12:00 pm, or 1:00 pm to 3:30 pm)

#### V. Cabinet Updates

- a. Lack of communication was a concern based on the climate survey. VPAS encouraged supervisors to share information from meetings with staff.
- b. VPAS was pleased with the office moves.
- c. Construction in the baseball dugout will begin soon. Coach White will have to find alternative locations for the fall games.
- d. Fall Convocation is August 7. Student Services will ensure that offices are still covered to serve students.
- e. Fall Fest and Lunch with Leadership will be a joint event.
- f. No structure changes will be made to Shared Governance, but there will be some name changes.
- g. Everyone needs to work with Kevin on all marketing ideas.
- h. Human Resources is performing a compensation study, and job descriptions are being updated.
- i. The college will receive \$250,000 less than planned.
- j. The Financial Aid position has been changed from coordinator to director with a salary increase.



## VI. Roundtable

### Community Education & Outreach Centers—Lindsay Johnson

- The kids' camps have been successful and well attended at the extension centers and the main campus.
- Each extension center has been registering students for the fall semester.
- Each extension center has been hosting community meetings.
- Ten students have attended the driver safety course.

### Student Success—Mindy Ashby

- Several Certification exams are underway to support our Allied Health students. These include phlebotomy, medical billing and coding, and being a certified nursing assistant.
- We are still accepting applications for the part-time testing center position.
- Collaborating with EAB to ensure the smooth implementation of the new system.
- Coordinating the testing calendar until the position is filled.
- Working on resource guides for students and faculty to support individuals with disabilities.
- Working with IR in collecting data needed for the ICCB Five-Year Program Review due for Disability Services.

### *Career Services*

- Blake has been partnering with several industry leaders and setting up interviews. This is a great way to build partnerships with new and existing leaders in our community and industries for future collaboration.
- Blake assisted with some summer camps regarding utilizing VR technology to engage with students.
- Blake has been sharing more job opportunities via email.
- Student Engagement-
- Erin's office has moved to where Donna's old office was located.
- She is working on fall and spring activities.

### *Counseling*

- Donna's office has been relocated downstairs within the Library.
- She has been assisting with registration and has had a few crisis interventions with individuals dealing with intimate situations.
- Donna has also been assisting individuals who are self-disclosing, such as those who are homeless and/or needing assistance with external resources.

### *Library*

- Mary and Sophia greatly assist with library coverage while Amber is on maternity leave.
- They are preparing the Library and equipment for loans for the upcoming semester.



- Mary has been extremely helpful in completing the needed library reports.

#### Student Support Services—Amber Suggs

- Waiting to hear about slate funding any day now per COE's conversation with the Secretary of DOE.
- There has been a decrease in incoming student scholarship recipients. Most schools are seeing a decline of 1-3 students.
- Following up with students who last enrolled in spring 2024 to encourage fall registration.
- Assisting undecided students regarding transferring for fall 2025.
- Finishing up 2024-2025 recruitment.

#### Registrar—Danielle Boyd

- Summer graduation applications are due June 30.

#### Educational Talent Search—James Walton

- Revamping the STEM curriculum to include drones.
- Creating a curriculum to teach students how to send emails properly.
- Jackson State tour has been rescheduled
- Planned an Indiana Zoo trip for participants of the camps.

#### Executive Assistant to Vice President of Student Affairs—Jacqueline Smith

- All Amazon orders will now be processed with a purchase order. Please give at least a 2-week lead time for orders.

#### VII. Student Affairs Council Updates

- No update

#### VIII. Recruitment and Enrollment Team Updates

- No update

#### IX. Student Experience Team Updates

- FYE course getting ready to go. There has been an email curriculum added.
- Erin King will continue to be the chair.

#### X. AIM Updates

- No update

#### XI. The meeting was adjourned at 11:30 after receiving a motion and seconded by James Walton and Mindy Ashby.

The next meeting is on August 5, 2025, at 10 am in the River Room.