



Student Affairs Leadership Team Minutes
March 4, 2025/10 am.
River Room

Chair: Jeff McGoy, Vice President of Student Affairs

Roll Call:

<input checked="" type="checkbox"/>	Mindy Ashby
<input checked="" type="checkbox"/>	Keyarra Blissett
<input checked="" type="checkbox"/>	Danielle Boyd
<input checked="" type="checkbox"/>	Lindsay Johnson (Zoom)
<input checked="" type="checkbox"/>	Jeff McGoy

<input checked="" type="checkbox"/>	Mindy Reach
<input checked="" type="checkbox"/>	Jacqueline Smith
<input type="checkbox"/>	John Sparks
<input type="checkbox"/>	Amber Suggs--Training
<input checked="" type="checkbox"/>	James Walton

✓ Indicates attendance; leaving blank indicates an absence.

I. Call to Order

Jeff McGoy, Vice President of Student Affairs (VPSA), called the meeting to order at 10:03 am.

II. Approval of Minutes

The motion to approve the February 4 meeting minutes was made by Mindy Ashby, seconded by Mindy Reach, and unanimously approved by all.

III. Kudos

- Lindsay Johnson gave kudos to Stacey Simpson for assisting with the driver's safety Class.
- Keyarra Blissett gave kudos to student worker, Jada Wright, for maintaining Financial Aid's bulletin board.
- Mindy Ashby gave kudos to Donna Price for assisting a student with getting transportation.
- VPSA asked everyone to have kudos for the next meeting.

IV. FY26 Budget Submission

Brandy Woods, Director of Business Services, provided the following budget submission guidelines:

- Deadline: February 15, 2025
- Justifications must align with the strategic plan and CQI (Continuous Quality Improvement). Last year's justifications are saved in the budget model.
- Part-time salaries must be included in submissions.
- Departments should allocate funds for student workers.



V. Kudos

- Mindy Reach reported that spring semester enrollment remains up by 4%.
- Mindy Ashby recognized the Student Affairs department for their contributions to the HLC visit.

VI. Roundtable Updates

Community Education & Outreach Centers - Lindsay Johnson

Alexander County Center

- Hosted Coffea and Careers on February 5 in partnership with Arrowleaf
- Conducted a Hepatitis B workshop in collaboration with CHESI on February 11.
- Leslie Weldon presented at Cairo Parent Night.
- Planning spring and summer classes and summer Saints Kids' Camps.

Johnson County Center

- Participated in VHS Career and Technical Education (CTE) Day.
- Hosted the Little Saints Book Club with 21 participants on February 15.
- Planning spring and summer classes and summer Saints Kids' Camps.

Massac County Center

- Advising students, assisted with FAFSA, and proctored ACCUPLACER test.
- Students continue to utilize Bernie's Place.
- Planning spring and summer classes and summer Saints Kids' Camps.

Union County Center

- Southern Seven hosted a Flu Clinic on February 6
- Southern Seven hosted a Stop the Bleed training on February 4.
- CPR classes were held on February 6, 10, and 27.
- Union County CEO used the facility on February 14, 18, and 21.
- Arrowleaf Career Services was set on February 24.
- AFSCME retirees held a meeting on February 25.
- West KY & TN Telecommunications hosted a coffee and donuts drop-in on February 26.
- Planning spring and summer classes and summer Saints Kids' Camps.

Student Support Services - Amber Suggs

- Have a math tutor group this semester. Please refer students.
- Blake Goforth was the guest speaker during the "Planning Your Future" career workshop.
- Hosted Carbondale Historian Patricia Mayberry for the Black History Month workshop, "History of the Black Vote."
- Began the transfer trips to MSU, SIU, and SEMO
- Hosted a check-in session for nursing students with the assistance of Mandy Hannan.
- Asking for program referrals



Student Success - Mindy Ashby

- Attending IEP Exit Interview Meetings at various high schools.
- Coordinating Accuplacer Testing for visiting schools.
- Representing Student Services at Parent Nights.
- Preparing the Annual Student Services Board Monitoring Report.
- Invited to participate in Mock Job Interviews at Vienna High School on March 27.

Career Services

- Virtual Reality career exploration with HCCTP in Cairo.
- Hosting the Job Fair on April 2 (reservations still open).
- Producing industry podcasts featuring two employers.
- Analyzing graduate data for tracking and reporting.
- AJ Virtual Reality session with AJ sophomores on March 12.
- Welcoming the Mountain Movers homeschool group on March 14 for a campus tour and career services presentation.

Library

- Presenting the First-Year Experience (FYE) course tomorrow.
- Participating in Parent Nights.
- Actively searching for a new library assistant.

Student Engagement

- Facilitating Student Trustee Election
- Hosting Midterm Madness on March 5, featuring Bingo, Laser Tag, and an activity led by Keven Hunsberger.
- Organizing Shawnee Speaks on March 19 with Mike McNally's group.
- CTE Day rescheduled for March 20.
- Coordinating Lunch with Leadership on March 26.

Counseling

- Assisted a pregnant student in securing transportation.
- Managing multiple mandatory social work cases, including ICCTA and ACCA.
- Supporting students expressing concerns about LGBTQIA+ issues and family members facing deportation.
- Attending Parent Nights to provide counseling resources.

Financial Aid & Veteran Affairs - Keyarra Blissett

Office Business

- The Financial Aid office served 78 students and parents, 18 face-to-face, 21 phone calls, and 39 emails (finaid@shawneecce.edu only) in February.
- Processed 34 ISIRS

Financial Aid Office Updates

- The scholarship application deadline for FY26 is extended to April 1.
- MAP is updated for current eligible students.
- First training with Ellucian Colleague

Professional Development

- Keyarra Blisset was chosen by the ILASFAA Diversity and Inclusion Committee and the ILASFFA Board to receive the ILASFAA Annual



Conference Scholarship for the conference's registration and lodging in Peoria, Illinois, March 26-28.

Upcoming

- FAFSA Completion and Parent Night in Vienna, March 13.
- Parent Night at AJ High School, March 24.
- Parent Night at Shawnee High School, March 31.
- Parent Night at Meridian High School, April 1.

Registrar - Danielle Boyd

- Stephanie has completed creating IDs for sophomores who are coming to test.
- Spring graduation applications are due March 31.
- Attending the IACRAO conference on March 21.
- Continuing to work on Operation Standards.

Enrollment Services - Mindy Reach

- Working with academics on summer/fall schedules.
- Participating in Parent Nights at the area high schools
- Student Ambassadors assist in the International Night hosted at the college
- Fall registration begins on March 31.

Educational Talent Search - James Walton

Events and Meetings

- Financial Literacy Workshops
- Grant Data Collections (DCI, commitment letters)
- Activity Planning
- College Tour planning
- Coding (Sphero Bolts)
- Interviews for Academic Specialist
- Took Joppa students to the Romeo & Juliet play at the Carson Center
- Started workshops at Cypress and Unity Elementary
- Took Meridian students to the Drama Days at SIUC

Professional Development

- Workplace Civility Training
- Professional Development Training (Absolute Priority 2-TRiO training)

School District Engagement

- Joppa Jr. High
- Egyptian HS/MS
- Cairo Jr/HS
- Maple Grove Elementary
- Brookport Elementary
- Cypress Elementary
- Massac County High School
- Unity Elementary
- Vienna High School
 - Total number of students served: 130



Program Updates

- Updates to the engineering curriculum

Executive Assistant to VPSA - Jacqueline Smith

- The board approved the FY26 Academic Catalog.
- Each department is being asked to review the student handbook and submit all recommended changes for the upcoming academic year's book.
- Students have received an email requesting their caps and gowns.
- Departments need to start looking at the budgets to ensure adequate time for accounts payable to process year-end spending requests.

Director of Athletics - John Sparks

Women's Basketball—the team has improved from last season. Sophomore Haylie Oliver will be recognized during Sophomore Night between the women's and men's basketball games vs. John A. Logan. The Lady Saints will travel to face the #1 seed Wabash Valley in the 1st round of the Region 24 tournament.

Men's Basketball—the team has had a resilient season. Sophomores Ladricus Pittman, Kesan Washington, Xavier Bell, and Johnny Anderson will be recognized during Sophomore Night before the John A. Logan game. The Saints have secured a 1st-round buy-in and will advance to Rend Lake College to compete in the Region 24 quarterfinals on Monday, March 10.

Volleyball—Coach Mizell is working on filling the 2026 roster, and the schedule is almost complete. Six players from last season's roster are returning.

Lady Saints Softball—this season's softball team is enthusiastic and pushes for success. Their first home game is scheduled for March 14 vs. Spoon River at 2 pm CST.

Saints Baseball—this season's baseball team has rallied together and remains focused on overcoming obstacles. Their first home game is scheduled for March 8 vs. Olney Center at noon CST.

VPSA NOTE:--The Vice President of Student Affairs encourages all staff to support our student-athletes during games that occur during regular work hours.

VI. Student Affairs Council Updates

- The College-Level Examination Program (CLEP) operating standards were approved.

VII. Recruitment and Enrollment Team Updates

- Erin King provided updates on CTE Day.



- Ongoing discussions focus on recruiting non-traditional students.
- Participation in the Veterans Appreciation Basketball Game included information about services and late-start classes.

IX. VPSA Updates (also from Board, Cabinet, etc.)

- Weekly Report Template
 - It will be completed by next week.
- Dreamscape Feedback
 - Student Affairs feedback will be given as a group. However, we need to assist in getting the students' input.
- Tuition and Fees
 - The technology fee was raised from \$15 to \$20 beginning fall 25.
 - High-cost programs AP, ADN, COS, and NLT will be \$40 per credit hour.
- Construction
 - Replacing windows upstairs and downstairs along the pond.
 - Replacing the vent system in cosmetology and automotive
 - The main parking lot is scheduled for renovation this summer.
- Calendars
 - AY26, AY27, and AY28 Academic Calendars were approved.
- New Academic Programs
 - Patient Care Tech Certification was approved
- Changes from CROA to Ellucian Insights
 - Sabrina is meeting with teams about changes to the dashboards.
- Adopt A Highway Program
 - Asking for input from departments as to how to implement.
- PTK Volunteer—April 2-6
 - Lori needs a chaperone to assist her at the PTK Catalyst conference in Kansas City, Missouri.
- Jeff's Out-of-Office Dates
 - Out of office from April 10-24.

X. Adjournment

The meeting adjourned at 10:56 am.

Next Meeting

April 1, 2025, at 10:00 am in the River Room.