



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

Chair: Jeff McGoy, Vice President of Student Affairs

Roll Call:

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✓
✓
✓
✓

Mindy Ashby
Keyarra Blissett
Danielle Boyd
Lindsay Johnson
Jeff McGoy

✓
✓
✓
✓
✓

Mindy Reach
Jacqueline Smith
John Sparks
Amber Suggs
James Walton

✓ Indicates attendance; leaving blank indicates an absence.

I. Call to Order

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

II. Approve Minutes from March 4, 2025

Mindy Reach moved, and Danielle Boyd seconded to approve the March 4, 2025, minutes as presented.

III. Kudos

- Amber Suggs recognized Mindy Reach for facilitating March's Student Affairs Division meeting.
- Mindy Reach recognized Erin King for organizing an outstanding CTE day.
- VPSA recognized Lindsay Johnson and Mandy Palmer for their involvement and for providing input on the current Union County building situation.

IV. Roundtable

Community Education & Outreach Centers – Lindsay Johnson

- Almost ready to launch the Disc Golf. Still waiting on the signage. Kevin Hunsperger and Jonathan Van Meter are working on designing a website with basic information. Students can check out the equipment in the Library.
- Partnering with Kristy Stephenson to offer CTE summer camps. Currently, there are 23 summer camps, excluding the Little Saints camps.
- Drivers' safety has 50 completers and 108 processed applications.



Financial Aid & Veteran Affairs – Keyarra Blissett

Office Business

- The Financial Aid office served in March 179 students and parents, 30 face-to-face, 40 phone calls, and 109 emails (finaid@shawneecce.edu only).
- Processed 42 ISIRS
- Processed 18 R2T4s for spring

Financial Aid Office Updates

- The scholarship application deadline for FY26 is today, April 1.
- Ellucian Colleague will be working on the setup for the 25-26 academic year.

Professional Development

- ILASFAA annual conference
- AVECO in July

Disbursement Numbers

- Spring Pell awarded- \$ 993,788.27
- Spring FSEOG awarded - \$6,510
- Spring MAP awarded - \$224,554.60

Upcoming

- FAFSA completion at Dongola – April 4
- FASFA completion at Joppa – April 7
- FASFA completion at Massac – April 8
- FASFA workshop with SSS – April 15, 2025
- FASFA completion at Goreville – April 24

Student Success – Mindy Ashby

- Interviewed for the part-time testing position.
- Blake is working on tomorrow's Job and Transfer fair.
- Donna is helping with registration and addressing various student needs.
- Library working on its IPED's report
- Erin is taking the Student Senate students to Springfield to add the Lobby Day.
- Getting new applications for disability services

Student Support Services – Amber Suggs

- Dept. of Ed. Update – SSS Grant refunding applications have been read, reviewed, and scored.
- Watching the courts to see if things and additional funding could be reversed.
- Our students have been speaking with elected officials.
- This semester, 41 students have utilized the tutoring services.
- Will be touring SEMO and SIUC this month.
- Starting registration this week.
- Students will be participating in the upcoming job fair.



Enrollment Services – Mindy Reach

- Collaborated with Mindy Ashby to provide testing and tours for Cobden, Anna Jonesboro, and Meridian High schools.
- A group of Cape Central students toured the campus.
- Parent Nights at Joppa, Vienna, Century, Anna Jonesboro, and Shawnee
- Recruiters have been in the High Schools
- Mindy Reach, Kaylyn Meyers, and the VPSA went to Vienna High School with the student-athletes for reading night.
- Participating in EAB training for recruitment success

Registrar – Danielle Boyd

- The deadline to apply for graduation was March 31.
- Will be attending the HLC conference

Executive Assistant to VPSA – Jacqueline Smith

- Preparing for the commencement ceremony. April 8 is the last day for students to be able to request that we order caps and gowns. If students miss this deadline, we will accommodate them with the surplus inventory as best as possible.
- Having commencement meetings with individual departments.

V. Student Affairs Council Updates

- Working on the Add-Dropping and AP Credit policies sent from the Executive Council.

VI. Recruitment and Enrollment Team Updates

- Reviewing marketing material and working with Melissa Luttenbacher to target businesses in the area and market health programs.
- Working on initiatives to keep the newly admitted and enrolled students engaged during the summer.

VII. Student Experience Team Updates

- Reviewing feedback received from the First-Year Experience class.
- Working on necessary revisions for the fall.

VIII. Less-Than One-Year Certificates Commencement Participation

- Students with less than one-year certificates will be included in the commencement ceremony.

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

- a. Weekly Report Templates
 - i. Student Affairs will use these to capture what we do. They are due every Friday, and the VPSA will review them over the weekend and provide feedback.
- b. NASPA Conference Information



- i. VPSA will be sharing DEI, mental health, and self-care information from the conference.
- c. Massac Memorial Mobile Clinic
 - i. No longer coming to the main campus because of low utilization.
- d. Lobby Day in Springfield, IL, is April 9.
 - i. Erin King will be taking the Student Senate
- e. Union County Center Update
 - i. In discussions

X. Cabinet Update

- a. Bidding/Purchasing
 - i. Don't split purchases to avoid Dr. Taylor's signature.
- b. CCSSE/SENSE Survey
 - i. Need student help with the survey
- c. Student Affairs Marketing Ideas
 - i. Meeting with Kevin about student suggestions
- d. Board Meeting, April 17
 - i. Introducing new ETS Academic Specialist, Tara Huffman, and Student Trustee Elect Landon Stafford.
- e. Student Services Monitoring Report
 - i. Mindy Ashby, Mindy Reach, and the VPSA will present at the next board meeting on April 17.

XI. Adjournment

Keyarra moved, and Danielle seconded, and the meeting was adjourned at 11:35.

The next meeting is on May 6, 2025, at 10 am in the River Room.