

## Meeting Notes

### **Attendees**

Jessica Rubalcaba, Corey Williams, Michael Garrity, Mark Jason, Cheryl Antonich, and Kurian Tharakunnel

### **Committee Updates**

**Strategic Enrollment Management (SEM) (J. Rubalcaba):** Jessica Rubalcaba reported that the SEM Committee meeting was rescheduled for March 22<sup>nd</sup>.

**Business and Facilities (G. Abezetian):** Not present

**Diversity:** No Report

**Technology Rep (M. Jason):** Mark Jason reported that HLC has been the focus in the last few weeks. The new Smartcatalog is live. The website migration, Self Service Financial Aid and Parchment digital transcripts are being worked on.

**Human Resources (J. Klinger):** Not present

**Student Affairs Rep (C. Williams):** Corey Williams reported that we have academic planning and degree planning workshops set. We are collaborating with TCSA to have them serve as ambassadors to promote this planning process to their peers. In addition, the open house is set for May 5<sup>th</sup>. We're in the midst of finalizing the schedule for early orientation for area high schools. Students who are in danger of not graduating are still able to enroll in second seven courses.

**Academic Affairs Rep (C. Antonich):** Cheryl Antonich announced that the Director, Dual Credit position had been offered to Tim Nystrom, effective April 2. She also reported that the 2018 STEAM expo is well underway with 28 out of 38 booths already filled with faculty and staff who will provide STEAM related activities. The event is on April 21<sup>st</sup> from 10am-2pm.

**Action Champion Members (K. Tharakunnel):** Kurian Tharakunnel reported that they are currently surveying fall graduates. There has been a 26% response rate for fall graduates. Currently also exploring the possibility of including the survey in the online graduation application for future graduates. In addition, the Illinois Community College Board (ICCB) will host the Illinois Department of Employment Security's (IDES) data, which will provide us with more detailed data of graduates. ICCB has said that this data will be ready for viewing on their website starting this summer.

### **Old Business**

- HLC visit seemed to have gone well, we will hear back in 6 weeks.

### **New Business**

- Soon the website will be at a point where we can reach out to certain areas and individuals for feedback.
- Working to drastically reduce website page count, improve directory, and make searches more concise and helpful.
- Review of Photo ID platforms is next on agenda for Operational Assembly

### **Announcements**

- Open house on May 5<sup>th</sup>
- Spread the word about STEAM expo on April 21<sup>st</sup>, 10 more booths needing to be filled.

**Adjourn:** Meeting adjourned at 2:57pm