**Academic Affairs**

**Math, Science, and Engineering**

*Nearpod*

On Tuesday Nov 3, the biology department set aside time to explore an interactive teaching platform called Nearpod that works both in the online environment and in person. Biology instructor, Jennifer Wrigley, has been using Nearpod for years and gave a presentation to share her experiences using Nearpod with the department. The presentation was recorded for those unable to attend.

**Student Success**

**Athletics**

*Baseball*

The 2020-2021 Baseball team wrapped up its fall practice season on October 29, 2020. The Cougars used their 60 allotted days to practice and scrimmage, beginning on September 8, 2020. The practices were beneficial for installing all the offenses and defenses they will use this spring.

The boys finished the season with the Cougar World Series. The players set their own line-ups and coached their own games. Hofer’s Cougz came out on top, winning the series 3 games to 1. Brecklin’s Bluez will have to carry the equipment all spring.

*Men’s Golf*

The MWAC Conference meet was postponed until the spring. Fall season had some ups and downs in our play, but the team remained healthy the entire season.

*Women’s Softball*

Sixty days of practice went very fast and the team was able to enjoy the great weather, staying outside until November. The team is working on their own now in preparation for the spring season.
Enrollment Services

- Launching a college-wide chatbot. Have questions? Ask Cosmo. This will allow students to ask questions regarding Financial Aid, Student Accounting, Registrar, Admissions, Advising, and IT help.
- Continuing to expand the Live Chat functionality through both the Enrollment Services and Financial Aid webpages.
- Implemented a phone transcript process to handle voicemails in a timelier manner by having all voicemails transcribed and sent to enrollphone@icc.edu.
- Rhonda Elmore, Customer Relations Manager is training additional staff and students on the Top Ten Questions (noted below) in Enrollment Services, to better assist students and help in January (see attached PPT).

1. How do I add/drop a class?
2. How do I view my financial aid?
3. How do I accept a loan?
4. How do I make a payment?
5. How do I submit a degree/certificate of study change request?
6. How do I order a transcript?
7. How do I know if I have a bookstore charge?
8. How do I submit a Financial Aid appeal (SAP)?
9. How do I load classes into my shopping cart/load my planner?
10. How do I log onto Blackboard?

- Student Accounting and Customer Service staff have been calling students with outstanding balances for fall to make sure they can register for spring classes.

Transfer Center

- Elizabeth Godinez, Coordinator of Transfer/Articulation, continues to build and strengthen ICC’s professional relationships with our four-year transfer institutions.

Deliverables In-Progress

Currently working on transfer agreements with the following schools:

- Bradley University’s College of Engineering for students planning to major in Mechanical, Civil, Industrial, Manufacturing, Computer/Electrical, Chemical, and Biomedical Engineering.
- Western Illinois University for students planning to major in education, psychology, music, criminal justice, and computer science.
- University of Illinois Springfield to create a Guaranteed Transfer Admission Program.
- The team is discussing the possibility of redesigning the (AAS) Architecture degree to align it with a majority of the four-year institution’s construction management admission requirements.
Deliverables Completed

- Recently collaborated with Illinois State University to create two new articulation agreements for ISU’s Creative Technologies Game Design and Interdisciplinary Technologies programs.
- Hosted a campus-wide Transferology workshop for new employees, support staff, and advisors.

Student Life

As we near finals, Student Life is working hard to encourage students to finish strong! Due to COVID-19, all events, activities, and programs are being held virtually.

- December 1: Phi Beta Lambda (PBL) hosted Cindy Byrd to speak about the importance of personal branding.
- December 7-9: Student Life and Campus Housing hosted stress relief activities for students. Students were able to pick up items such as spa kits, stress balls, coloring pages, and more, to help relieve stress during finals week.

Workforce and Diversity

New Racial Justice and Equity (RJE) Coordinator

In alignment with ICC’s strategic priority to incorporate equity throughout all interactions and service delivery, we have hired Charity Gunn, through a competitive search process, as ICC’s first Racial Justice and Equity Coordinator. This position, funded through Affirmative Action and external grant funds, will assist the college in facilitating progress toward greater racial justice in the ICC district by developing and promoting a Racial Equity model as an organizing framework for positively impacting the social determinants of equity outcomes among populations of color. This individual will also coordinate RJE training and development for the new Peoria City-County Commission on Racial Justice and Equity.

Charity’s position will reside within the Division of Workforce and Diversity; however, she will work with all college divisions to implement Diversity, Equity, and Inclusion (DEI) throughout the college. This includes work with both employees, students, and the community.

Charity earned a bachelor’s degree in Psychology from North Carolina A&T State University followed by a Master of Social Work Degree at Kennesaw State University. Her social work practice has centered around matters of race and equity.
Marketing

Spring Enrollment opened on November 2. Marketing changed to an “Enroll Now” message with student emails, texts, social media, web presence and digital signs.

In celebration of Veterans Day, the Marketing team worked with Veterans Services to create a live stream event on November 11. Postcard and email invites were sent to veteran students and employees. Program video is viewable icc.edu/veterans.

In preparation for the end of the fall semester, emails and postcards were sent prospective fall graduates – encouraging them to participate in the spring Commencement ceremony.

The apprenticeship programs at ICC were promoted during National Apprenticeship Week (Nov. 8-14) through a series of social media posts, press release and student stories on our website.

Marketing aided Institutional Research by distributing two surveys to current students via email and text reminders. The surveys aim to gather student input to shape future planning of the Spring 2021 semester and childcare needs.

ADMISSIONS

Virtual Visit Days continued through November for prospective students. The virtual events hosted on Zoom feature interactive panels with current students and faculty, and a live Q&A session.

- November events: 4 sessions
- Breakdown: 3 academic and 1 general sessions
- Upcoming December events: 4 academic and 1 general sessions
- For a complete schedule of Virtual Visit Days, visit icc.edu/visit

MARKETING OUTREACH

Current Students
8 emails for 44,985 touches
5,205 texts

Prospects
4 emails for 45,469 touches
11,905 texts

Employee Emails
9 emails for 13,500 touches

Community
3 emails for 8,445 touches
PRESS RELEASES/NEWS TOPICS/INTERVIEWS

ICC Celebrates National Apprenticeship Week: November 8-14 – New Herald News
Former ICC player named head coach of Ivory Coast women's national basketball team – East Peoria Times-Courier
ICCTA’s Virtual November Meeting Webinar Panel – ICCTA Newsletter

SOCIAL MEDIA

November content on social media included a #thankful series with quotes from students, campus and classroom photography, college news, spring enrollment push and promotion for FAFSA/Scholarship, Virtual Visit Days, Veterans Day and the Fall Music Recital.

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<td>November 2020</td>
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<td>vs. November 2019</td>
<td>1937</td>
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Photos of students in the classroom continue to drive the highest organic engagement across all social media platforms. In response to Alex Trebek’s passing, a post about when ICC was mentioned on Jeopardy was popular. Photos of the Horticulture cat “Tuxedo” was also well liked. While sharing fun photos, the underlying objective is always to cross-promote an academic program for grow awareness of ICC offerings.

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<th>Instagram</th>
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<td>Posts</td>
<td>Followers</td>
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<td>November 2020</td>
<td>↑ 42</td>
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<td>vs. November 2019</td>
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<th>Twitter</th>
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<td>Tweets</td>
<td>Impressions</td>
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<tr>
<td>November 2020</td>
<td>↑ 48</td>
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<td>vs. November 2019</td>
<td>27</td>
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We hosted two virtual events in November (Virtual Veterans Day Celebration and the ICC Fall Music Recital). These live streams drove YouTube and Facebook viewing numbers yield growth for both accounts.

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<td>vs. November 2019</td>
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<tr>
<td>Views</td>
<td>Watch Hours</td>
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<tr>
<td>November 2020</td>
<td>↑ 810</td>
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<td>vs. November 2019</td>
<td>155</td>
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Administration & Finance

Human Resources

The Kronos Time and Labor Management (TLM) system was successfully implemented effective November 1. Final implementation items included:

- Processed 2 bi-weekly payrolls
- Converted time off accruals and processing all employee time off requests from Kronos
- Leaves of Absence cases (FMLA) transitioned to Kronos
- Recordings of training sessions are available on ICCNET.

Eligible employees have until November 30 to sign up for the Early Retirement Option.

Benefits, Leaves, Risk and Safety

Health Insurance open enrollment is open through November 30. Eligible employees may enroll or make changes to health insurance enrollment during this time.

Flexible Spending account open enrollment is open through November 30. Eligible employees may participate in pre-tax enrollment of a flexible spending account for eligible out-of-pocket health care and/or childcare costs.

There is widespread fraud being committed against IDES and unemployment in general across the country. ICC is currently contacting employees where fraudulent claims have been submitted. This communication to employees includes detailed instructions on how to report fraudulent activity.

Finance

As a result of the earlier Board Meeting date, the Financial Statements will be sent under a separate cover when complete as they will likely not be completed by the mailing of the Board packet.

S&P Bond Rating service completed a periodic update with the Finance team resulting in a favorable outcome with the College maintaining its AA, stable bond rating. The analyst cited a steady local economy, healthy College finances and available fund reserves as primary reasons for the continued favorable rating. The primary future concern is the need to stem the tide of declining enrollments.
Facilities Services

The LA Building HVAC/AHU replacement project is the only major project in construction and on schedule with a scheduled substantial completion date of December 31, 2020.

<table>
<thead>
<tr>
<th>CDB Projects</th>
<th>Project Description</th>
<th>Funding Source</th>
<th>Consultant</th>
<th>Budget - Estimate</th>
<th>Project Status</th>
<th>Project Remarks</th>
</tr>
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<tbody>
<tr>
<td>Replace Architectural Panels &amp; Curtain Wall - Edwards Building &amp; Walk Over Bridge</td>
<td>Replace Architectural Panel &amp; Windows - New Signage</td>
<td>CDB/Life Safety</td>
<td>IDG</td>
<td>$650,000</td>
<td>Project In Design</td>
<td>Project delayed due to COVID 19 &amp; Upcoming winter - The College is working with CDB. - Awaiting 100% design from IDG. Estimated Construction Start - Spring/Summer 2021</td>
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<tr>
<td>Workforce Sustainability Center</td>
<td>New Construction to support Workforce Training/Replace Dirksen Bld.</td>
<td>CDB/Life Safety</td>
<td>DKA</td>
<td>$10,000,000</td>
<td>Project In Design</td>
<td>Program Analysis Submitted to CDB for Review 5/5/2020. Estimated Construction Star 03/2021</td>
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### Tax Levy (Life Safety Funding Projects) Dec 2020

<table>
<thead>
<tr>
<th>Tax Levy (Life Safety Funding Projects) Projected 2020</th>
<th>Project Description</th>
<th>Funding Source</th>
<th>Consultant</th>
<th>Budget - Estimate</th>
<th>Project Status</th>
<th>Project Remarks</th>
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<tbody>
<tr>
<td>AHU Edwards/LA Building</td>
<td>Replace 6 old outdated AHU’s (Air Handlers) Units - Provide better temperature control</td>
<td>Life Safety</td>
<td>Midwest Engineering Prof. (MEP)</td>
<td>$2,800,000</td>
<td>Awarded CMI - In Construction</td>
<td>Construction Started - Substantial Completion Scheduled for 12/31/ 2020</td>
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### 2021 - Tax Levy (Life Safety Funding Projects) Dec 2021

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<tr>
<th>Tax Levy (Life Safety Funding Projects) Projected 2021</th>
<th>Project Description</th>
<th>Funding Source</th>
<th>Consultant</th>
<th>Budget - Estimate</th>
<th>Project Status</th>
<th>Project Remarks</th>
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<tbody>
<tr>
<td>Pavement Resurfacing Phase 4</td>
<td>Mill and replace asphalt &amp; concrete roadway &amp; parking lot surfaces. Repair storm drains</td>
<td>Life Safety</td>
<td>Midwest Engineering Prof. (MEP)</td>
<td>$1,235,000</td>
<td>Planning &amp; Scheduling</td>
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<tr>
<td>Roof Maintenance Recoat/AIT &amp; PAC</td>
<td>Recoat Roofs to extend life</td>
<td>Life Safety</td>
<td>APACE Design</td>
<td>$824,000</td>
<td>Planning &amp; Scheduling</td>
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<tr>
<td>Elevator Upgrades</td>
<td>Modernize/Cab Upgrade Elevator #3 &amp;</td>
<td>Life Safety</td>
<td>Kone</td>
<td>$380,000</td>
<td>Planning &amp; Scheduling</td>
<td></td>
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<tr>
<td>Replace Concrete Courtyard - East Peoria</td>
<td>Replace Concrete develop Greenspace - ADA Compliance</td>
<td>Life Safety</td>
<td>DKA</td>
<td>$1,000,000</td>
<td>Planning &amp; Scheduling</td>
<td>CDB is considering funding as a deferred maintenance project</td>
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<tr>
<td>Resurface EMS Bay</td>
<td>Resurface EMS Ambulance Bay</td>
<td>Life Safety</td>
<td>In House</td>
<td>$71,000</td>
<td>Planning &amp; Scheduling</td>
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<td>Security Camera Upgrade</td>
<td>Upgrade current camera inventory technology</td>
<td>Life Safety</td>
<td>In House</td>
<td>$900,000</td>
<td>Planning &amp; Scheduling</td>
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**Educational Foundation**

Holiday stewardship activities show appreciation to ICC’s most generous donors. Thanksgiving activities included the Phone-a-thank-a-thon, where members of the Educational Foundation Board of Directors called approximately 200 donors who have given more than $500 annually. These calls were simply a way to say “thank you” for supporting the College and the ICC students. In addition, approximately 1,500 greeting cards were personalized and mailed to our donors to wish them all Happy Holidays.

In lieu of the Educational Foundation’s long-standing tradition of delivering poinsettias to our most generous donors, calendars will be delivered to over 250 donors. These calendars will highlight campus landmarks and students who have been impacted by the generosity of our donors. We hope these gifts will fill donors’ homes with a yearlong reminder of their impact at ICC.

Looking to start a new tradition this holiday season? Giving the gift of education to an ICC student is the perfect gift. Make a donation today in honor of your family and friends. The Foundation will send an acknowledgment to your loved one sharing that a gift was made in their honor. What a great way to recognize the reason for the season!

The Foundation Board of Directors and staff would like to welcome Kelly Perkins, as the newest Board of Director. Kelly serves as the Director of Finance and Marketing at Centre State International Trucks Inc. (CSIT) and Director of Leasing and Rental for Centre State Idealease LLC. She is an ICC alumnus and holds a MBA from University of Illinois. Kelly is very active in the community and has been instrumental in organizing philanthropic outreach activities at CSIT, supporting organizations like WTVP, the American Red Cross, Children’s Hospital of Illinois, Easter Seals, South Side Mission and the Heart of Illinois United Way.

The ICC Educational Foundation Board of Directors and staff are proud to announce two new annual scholarships in support of the ICC students. Jill Blair and Jeff Michels established the Michael Blair Diesel Tech Scholarship. This scholarship is in honor of Jill’s father and his commitment to his family and industry. The scholarship will be awarded to members of the ICC Diesel Powered Equipment Technology (DPET) or Automotive Technology Programs. In addition, Julie Feeny established the Helping Hands Scholarship in support of those students enrolled in ICC’s Physical Therapist Assistant Program. As a faculty member, Julie understands the financial challenges students face in their pursuit of a higher education. She hopes by awarding a sophomore student a scholarship it will encourage them to persist and complete, allowing them to reach their ultimate goal of a college degree. Thank you to both families for changing lives at ICC.

The online scholarship application for the 2021-2022 academic year is available online now through March 1st at 11:59 pm. Please encourage those you know to apply for these wonderful opportunities. Applicants can apply by completing one online application at icc.edu/scholarships.