**Academic Affairs**

**Fall 2020 Schedule Deployed for Student Success**

Academic department deans and faculty continue to actively plan a Fall 2020 course schedule that delivers instruction that maintains the safety of students and employees, follows state guidelines, adheres to guidance from the Illinois Department of Public Health and/or the Governor's Office, and plans for a second wave of virus in the Fall. The Fall 2020 instruction includes courses that keep students on their intended path to completion.

The Fall 2020 instruction plan maintains quality instruction using multiple instructional modes to support everyone’s health, safety and student success. The four instruction modes deployed for Fall 2020 are:

**Online Anytime:** instruction is delivered entirely online. This instructional mode may best serve our average student is in their 20’s who may work while attending college, flexibility is required in completing class work.

**Online Scheduled:** students are expected to participate in scheduled virtual class sessions with their classmates and their instructor. Students may expect a scheduled video session and instruction additional instruction delivered online. This mode may best serve students who require this level of structure.

**Hybrid:** lab classes that require some on-campus lab or instructor and student interaction. The on-campus lab instruction will be provided at scheduled days and times. The on-campus lab components must be completed by Friday, November 20, 2020. All other traditional classroom activities (lecture, quizzes or exams, or non-lab experiences) will be presented online through December 7, 2020.

**Clinical and Internship:** these classes include an off-campus, program, or career-specific experience at the site of the clinical or internship host. The instructor facilitates a component of the class and all class communication online. These classes are commonly needed in career pathways to complete a credential.

Blackboard will be utilized as the standard location for all students to access class information. Marketing, Student Services, and Academic Departments have and continue to work collaboratively to communicate the Fall 2020 four instructional mode options to students.
Student Success

Enrollment Services

822 degrees and certificates were conferred and sent out for spring 2020. 300 more are being reviewed.

Academic Services

New Fall Schedules:

Academic Services has been working with faculty to update the fall schedule. As noted, there are four main modalities – Online Anytime, Online Scheduled, Hybrid, and Clinical/Internships. Once finalized, Academic Services will work with Enterprise Systems to update the schedules in the students’ MyICC account. The plan is to have all schedules updated by Thursday, July 9. We will be training Department Admins and other staff about the new modalities so that they can call students beginning July 13.

On July 6, we will send out an email to all fall students with updates to get ready for fall and letting them know that schedules should be updated by Monday, July 13. On July 13, we will be emailing and texting all fall students to let them know that their schedule has been updated. In addition, we are asking students to call or make an appointment with an advisor if they need to change their schedule.

Tuition Rates for Fall:

Cabinet approved the Fall tuition rates. Regardless of mode of delivery, students will be billed for in-district and out-of-district rates:

- In-district: $155 per credit hour effective for the Fall 2020 semester
- Out-of-District Illinois Residents Online Classes: $174 per credit hour effective for the Fall 2020 semester

Back on Campus:

We are still working on the coming back to campus plan and limited staff positions will start returning on Monday, July 13. At this time, we are looking at limited staff with at least one person from each department as well as 2 CSR staff at East Peoria and 2 CSR at Peoria. The college in person hours of operation will be 8-4:30 M-F and are scheduled to begin Monday, July 20. The Information Desk, Student Services, and IT Help Desk
also will be open during this time. We are working on a check-in system that includes text messaging for students to minimize the traffic flow on campus.

**Stretch Hours:**

We will be implementing stretch hours starting July 20. The college will be able to assist students from 8am-8pm M-Th. We will have at least one CSR working until 8pm to answer general questions. As we determine need, we may increase this. Student Services and IT Help Desk also will be available until 8pm M-Th.
**Dropping Off Forms:**

We are looking into a process for students to drop off important documents in a secure location if they are unable to upload them or stop by during in-person hours.

**Student Services**

Currently, ICC is working with WIU, SIU, ISU, Palmer College of Chiropractic, and U of I, in the creation and renewal of its articulation agreements.

**Student Life**

Due to COVID-19, there are a minimal number of events being planned and hosted this month.

- The Student Life Department has been working hard on New Student Orientation (NSO), which will be held virtually and scheduled to go live mid-July. Components on the virtual orientation will include academic advising including how to read a schedule, navigation through Blackboard, how to successfully utilize your college textbooks, and more, and campus resources including Supplemental Instruction (SI), the food pantry, the bookstore, and more.
- The Student Life Department continues to brainstorm ideas for a modified events format for the fall semester.

**Marketing**

June focused heavily on **Fall 2020 semester plans** and communicating these learning options to employees, current and prospective students and the community. Marketing created graphics and produced a video to aid in communicating these formats through emails, social media, press interviews, and a town hall.

The third touch for the Instagram-themed **#Gramworthy** campaign went out to students entering their junior or senior year of high school this fall. This multi-touch, multi-channel campaign began during their sophomore or junior years of high school and focused on the benefits of ICC using the themes of the elevator speech, but in a voice appropriate for high school students.
Admissions

The Admissions team hosted a Ready for Success virtual event on June 16 via Zoom targeting Peoria Public School graduates. The event provided students a chance to learn about ICC and plan for their success following high school. Admissions also continued hosting Virtual Visits each Wednesday throughout June, giving prospective students an opportunity to learn about ICC from the comfort of their own homes.

<table>
<thead>
<tr>
<th>Admissions New Student Report as of 6/29/20</th>
<th>All Applicants</th>
<th>Enrolled</th>
<th>Applicants Not Enrolled</th>
<th>Yield</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applications Summer 2020</td>
<td>710</td>
<td>314</td>
<td>396</td>
<td>44.2%</td>
</tr>
<tr>
<td>Applications Summer 2019</td>
<td>721</td>
<td>372</td>
<td>349</td>
<td>51.6%</td>
</tr>
<tr>
<td>Change vs 2019</td>
<td>↓ 11</td>
<td>↓ 58</td>
<td>↑ 47</td>
<td>↓ 7.4%</td>
</tr>
</tbody>
</table>

Marketing Outreach

Prospects
2 postcards for 5,512 touches
13 emails for 46,516 touches

Current Students
4 emails for 31,917 touches
1 graduate postcard for 1,475 touches

Community
2 HS counselor emails for 33 touches

Employee Emails
16 emails for 24,000 touches

Press Releases & News Topics

ICC and USDA-NRCS Partner to Advance Agricultural Innovation
ICC Program Employs Graduates Despite Struggling Job Market
ICC President Appointed to National Community College Curriculum Committee
ICC Announces Fall 2020 Plans – WMBD-TV interview

Social Media

June was dedicated to drawing awareness to the upcoming fall semester with an emphasis on generating more organic posts. A focus on creating more audience-friendly content, including community-engaging and program-specific posts, along with the upcoming fall semester plans, resulted in more organic traffic and website visits.

<table>
<thead>
<tr>
<th>Facebook</th>
<th>Page Views</th>
<th>Post Reach</th>
<th>Fans</th>
<th>Engagement</th>
<th>Posts</th>
<th>Website Clicks</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 2020</td>
<td>1,938</td>
<td>23,920</td>
<td>13,671</td>
<td>5,958</td>
<td>40</td>
<td>528</td>
</tr>
<tr>
<td>vs. June 2019*</td>
<td>1,493</td>
<td>241,339</td>
<td>12,965</td>
<td>2,900</td>
<td>9</td>
<td>2,844</td>
</tr>
</tbody>
</table>

*June 2019 had a total of nine Facebook posts, all of which were boosted. No posts were boosted in June 2020, thus explaining the difference.
Paid digital ads for 2020 were executed by Clarus through separate campaigns. Reports to come later.
Social Media posts like *Take Your Dog to Work Day, The Wetlands Initiative event, and the Online Class Modality Video* generated good organic traffic and engagement. Look for more audience-centric posts to become a staple across platforms in the future.

<table>
<thead>
<tr>
<th>Instagram</th>
<th>Twitter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Posts</td>
<td>Followers</td>
</tr>
<tr>
<td>June 2020</td>
<td>33</td>
</tr>
<tr>
<td>vs. June 2019</td>
<td>↑ 5</td>
</tr>
</tbody>
</table>

The College's YouTube channel saw significant growth due to more content being uploaded and traffic from last month’s YouTube ad campaign. The channel’s watch time for June was over 41 hours, 35 hours more than the previous average. To continue this growth moving forward, additional content will be regularly uploaded along with organizing the digital library into video playlists.

<table>
<thead>
<tr>
<th>LinkedIn</th>
<th>YouTube</th>
</tr>
</thead>
<tbody>
<tr>
<td>Posts</td>
<td>Impressions</td>
</tr>
<tr>
<td>June 2020</td>
<td>32</td>
</tr>
<tr>
<td>vs. June 2019</td>
<td>↑ 3</td>
</tr>
</tbody>
</table>

A digital Facebook and Instagram ad campaign ran from June 5–15 for the Ready for Success virtual event. It targeted students with Facebook or Instagram accounts who had registered for the event. This was done by uploading their registration information on Facebook Ads and using a custom audience ad campaign. Specialized targeting ad campaigns will be utilized more on social media moving forward.

<table>
<thead>
<tr>
<th>Creative</th>
<th>Ad Run</th>
<th>Reach</th>
<th>Engagement</th>
<th>Clicks</th>
<th>Impressions</th>
<th>Cost/Click</th>
<th>Total Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creative</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 5 -15</td>
<td>417</td>
<td>21</td>
<td>34</td>
<td>12,997</td>
<td></td>
<td>$3.18</td>
<td>$60.49</td>
</tr>
</tbody>
</table>
Administration & Finance

Finance

June financial statements will be presented and available at the August meeting. Because of the year-end closing process, June results at this point are very preliminary and further analysis is necessary. There will be a number of typical year adjustments made to recognize salary accruals, adjustments to vacation and benefit reserves and allowances for tuition writ-offs among other items. Preliminary results are expected to remain favorable as discussed in past Board Meetings.

Human Resources

Human Resources

The next phase of the Kronos timekeeping system implementation includes testing and administrator training.

Human Resources processed 432 faculty stipends for transitioning Spring 2020 semester courses to an online environment.

Human Resources deployed a training assignment to all employees related to safe technology practices. This training addresses safe email and messaging and emphasizes the importance of security as we continue to work remotely.

Plans are underway for a virtual Fall 2020 Celebration of Learning. Employees will have the opportunity to participate in virtual professional development topics beginning in mid-July.

Facilities Services

Facilities Services is working with a reduced work force at this time. 21 Facilities Services employees are on furlough through 8/8/20. Employees that are working are providing basic support functions for the college. Management and administrative staff are working in the office and remotely.

The contractor for the LA Building HVAC/AHU replacement project will begin work the week of 6/8/2020. The AIT Roof project should be substantially completed by 6/10/2020.
Facilities is also working with Straight up Solar & CTP-Power considering a partnership to install Solar Covering on several parking lots and the Walkway from the CougarPlex to the Walk Over Bridge. This project has been on hold due to the COVID 19. We are in the preliminary stages of researching the best interconnection sites, feasibility and potential cost.

<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>
</thead>
<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>The College is working with CDB.- IDG Received 100% design from IDG. Estimated Construction Start - 09/2020</td>
</tr>
<tr>
<td>Bridge Repair Nature Court</td>
<td>Paint and Structural Repair - Nature Court</td>
<td>CDB/Life Safety</td>
<td>Midwest Engineering Associates (MWEA)</td>
<td>$250,000</td>
<td>Inspection Complete - A&amp;E Awarded - In Design</td>
<td>Waiting on PADD submittals In Design - Estimated Construction Start 10/2020</td>
</tr>
<tr>
<td>Workforce Sustainability Center</td>
<td>New Construction to support Workforce Training/Replace Dirksen Bld.</td>
<td>CDB/Life Safety/EDA/ ICC</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>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tax Levy (Life Safety Funding 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>
</thead>
<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 Dec 31 2020</td>
</tr>
<tr>
<td>AIT Roof Replacement - North Section</td>
<td>Tear Off North Roof Replace due to excessive repairs and current leaks</td>
<td>Life Safety</td>
<td>APACE Design Architects</td>
<td>$600,000</td>
<td>Project Complete</td>
<td>Project Complete - Final Payment Submitted</td>
</tr>
</tbody>
</table>

**Monthly Project Status Report CDB Projects - July 2020**

**Tax Levy (Life Safety Funding Projects) July 2020**

**Electrical Repairs/Planned Power Outage**

On Saturday June 6, 2020 facilities completed a substantial electrical repair event for the East Peoria Campus. The repairs consisted of shutting down the power to the East Peoria Main Campus at our substation. Repairs were then made installing new switches at the substation, the installation of a new transformer switch gear at the TC building and disconnecting the old Co-Gen system (for demo) in the boiler room of the Academic building.
As a result of the planned shutdown Ameren completed their Preventative Maintenance on our sub substation. We anticipated the shutdown to be approximately 12 hours however all electrical repairs and maintenance was completed in about 7 hours with no issues or disruptions.

The significant coordination with all contractors and our IT department ahead of this project by Facilities staff resulted in three critical repairs being completed and Preventive Maintenance was performed on our substation with no issues.

Projects for Submission in Infrastructure Capital Funding

The administration is submitting the following projects to the ICCB for consideration for funding under the initiative to support “shovel ready” projects as noted at the May Board Meeting. The two projects listed below would replace two structures that have been in place since the College was founded in 1967 and have been identified for replacement/upgrade on the College’s Master Plan but never funded.

**Lawrence Building (Facilities Services Support) - $4,500,000**

A 20,000 square foot facility located on the East portion of the East Peoria Campus. The Facility was initially built in 1967 and was one of the original metal buildings of Illinois Central College. The facility has significantly aged throughout the years resulting in the metal walls rusting in many areas throughout the structure. The HVAC system is extremely outdated and not energy efficient. Windows and doors are rusting through and the metal roof needs replaced. The existing mechanical and electrical services installation is aged and in a poor condition and is subject to frequent power loss. The facility needs to be demolished because it would not be cost effective to renovate. The current facility is home to the following ICC functions.

This Facility would house ICC Facilities Services, Grounds Maintenance, Custodial Laundry and storage, Vehicle Maintenance, and support maintenance for various academic programs and their related equipment. The Facility estimated construction cost is approximately $4.5-$5.5 million dollars. Listed below is the recommended programs and usage of the new facility.

**Pole Barn Replacement (Storage of Agricultural Equipment) - $700,000**

This storage building used currently for the Ag Farm equipment needs to be removed from its existing location due to the construction of the Workforce Sustainability Center. The current Pole Barn is at end of life and in significant need of repair due to age and deterioration and is scheduled to be replaced.

The new storage facility will be built adjacent to the Horticulture Lab and AG field. This building would be approximately 50x120 and would primarily house agricultural equipment. A new Pole Barn (Metal Prefab Structure) rough cost is $700,000.
**Workforce and Diversity**

**Career Services**

During the pandemic, Career Services updated the website and improved the online scheduling process to ensure seamless continuation of service in a virtual environment. In addition, Career Services designed and deployed 11 different online workshops during May and June including career exploration, job search assistance, resume and cover letter support, interview practice, and general career development guidance.

**Workforce**

*Workforce Equity Initiative (WEI)*

We were formally notified by ICCB that continued funding for the Workforce Equity Initiative is included in the new budget signed by Governor Pritzker. ICC will continue to serve as the lead organization for this initiative and a new RFP will be released for community colleges proposals.

**Educational Foundation**

The Educational Foundation Board of Directors have named David Wiest as the newly appointed President of the board. Mr. Wiest is a Partner with Hasselberg, Grebe, Snodgrass, Urban & Wentworth. David is a Peoria native who took classes at ICC while in high school. He graduated from the University of Illinois at Urbana/Champaign with a Bachelor of Arts in Economics. David earned his Juris Doctor degree from the University of Iowa College of Law. Mr. Wiest is a member of the Peoria County and Illinois State Bar Associations. David was named one of Peoria Magazine’s 40 Leaders Under 40 in 2013. In addition, he serves as a member of the Emerging Philanthropists of Central Illinois Board. He devotes many hours to local charities and organizations and looks forward to leading the ICC Educational Foundation Board of Directors.

Over 400 ICC students have been notified of their selection for a 2020-2021 Educational Foundation scholarship. During these unprecedented times, the Educational Foundation stands ready to assist our students and community. If you know of a student who is in need of assistance in meeting their educational goals, please refer them to scholarships@icc.edu. Students who missed this year’s scholarship application deadline may view remaining scholarships at www.icc.edu/remaining-scholarships.
The nomination forms are now open for the Distinguished Alumnus and Alumnus of the Last Decade awards. Nominees must exemplify great success in their fields, provide humanitarian service and demonstrate interest and support of education and the College. Outstanding alumni may be nominated by completing the nomination forms located at icc.edu/alumni by July 31, 2020.

The Educational Foundation Board of Directors and staff would like to thank the members of Church Women United – Illinois for serving as the lead sponsors of the 2020 virtual Community Celebration. After much thought and careful consideration, we have decided to host a virtual Community Celebration this year to safely honor the ICC students and donors. Event proceeds will benefit the ICC Excellence Fund, our area of greatest need. Since the beginning of the pandemic, many students have contacted the Foundation stating barriers in their educational journeys and requesting assistance with tuition, technology, rent, food, and other essentials. Through the continued support of our generous event underwriters, the ICC Excellence Fund will provide funding to current and future students who find themselves in a time of need.

Save the Dates:

Mark your calendars for the 2020 Community Celebration on Thursday, October 22. Join us for a virtual celebration of all the ICC Educational Foundation scholarship recipients and those who invest in their futures. Contact the Foundation staff for additional event information and sponsorship opportunities at foundation@icc.edu. Invitations to this year’s virtual event will be mailed in September.