

Page 3

STUDENT TRUSTEE

Replace

Katherine Greuel

Student Trustee

With

Maggie Kelly

Student Trustee

Strasburg

2022-2023

Page 190

Change references to (MTH) to (MAT)

Page 191

The website for Admissions & Records is lakelandcollege.edu/admissions.

NOTE FOR STUDENTS TRANSFERRING TO LAKE LAND COLLEGE FROM ANOTHER COLLEGE:

Transfer students who wish to enroll in advanced courses must present an official college transcript documenting successful completion of prerequisite courses.

TRANSCRIPTS

Transcripts of a student's complete academic record may be obtained through Admissions & Records of Parchment.com.

OUT OF DISTRICT RESIDENT

Add:

2. Members of the armed forces stationed in the district or individuals entitled to assistance as described in 38 U.S.C. 3679(c).

6. Students attending the community college under the provisions of a chargeback, cooperative agreement, or CAREER agreement with other community college districts.

Page 11

ILLINOIS ARTICULATION APPROVED COURSES CHANGES

MAT 211 Mathematical Analysis (MI 900B)

BIO 100 Biological Science 1 (L1910L)

BIO 111 General Botany (L1 910L)

BIO 116 General Zoology (L1910L)

DELETE the following listings from this page:

LIT 250 American Literature Survey I (H3 914)

LIT 251 American Literature Survey II (H3 915)

LIT 252 Multicultural American Literature (H3 910D)

LIT 260 Survey of English Literature I (H3 912)

LIT 261 Survey of English Literature II (H3 913)

LIT 270 Bible as Literature (H5 901)

POS 264 Introduction to International Relations (S5 904N)

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Replace text for

RESIDENCY FOR SPECIAL GROUPS OF STUDENTS

The following groups of people are charged in district tuition rates but are not considered as in-district residents for official residency classification:

1. Students enrolled in courses taught at business and industry locations in the district.

2. Full-time students enrolled at Eastern Illinois University, except students on an F-1 visa, who will be classified as out-of-state.

3. International students on an F-1 visa who are sponsored by a resident of the Lake Land College district or who have attended a minimum of one semester at an in-district high school.

4. In accordance with Public Act 102-0800, Members of the armed forces stationed in the district or individuals entitled to assistance as described in 38 U.S.C. 3679(c).

5. Students attending the community college under the provisions of a chargeback, cooperative agreement, or CAREER agreement with other community college districts.

6. In accordance with ICCB Administrative Rules, out-of-district residents who are employed for at least 35 hours per week by an entity located in the Lake Land College district or is in a course that is being provided under terms of a contract for services between the employing entity and the College.

Remove Lovington from the list of school districts that are in the Lake Land College district.

Page 199

Delete the Public Assistance Grant Program Information

Page 200

Updated text:

Each year, the Foundation awards students more than \$500,000 worth of scholarships in a range of amounts up to \$5,000.

Page 210

Add 2 new sections:

STUDENT/INSTRUCTOR WITHDRAWALS

In order for a student to withdraw from a course and receive a "W" on their academic transcript, they must withdraw by

an official date as established by the Academic Standards Committee and published in the official academic calendar, College Catalog and other official publications. An instructor may withdraw a student from class if the number of absences is detrimental to the student's ability to meet the course objectives. Instructors can withdraw a student from a course by the official date established by the Academic Standards Committee and published in the official academic calendar and other official publications. Students with mitigating circumstances may make an appeal through the Student Complaint process with the Refund Review Board to be withdrawn after the official date to withdraw for the term. Refer to Board Policy 07.16.01 for the student financial or physical hardship withdrawal process. For students enrolled in correctional programs, the appeal process begins with the appropriate associate dean of the correctional site, with final approval made by the appropriate dean of the correctional site.

STUDENT FINANCIAL OR PHYSICAL HARDSHIP WITHDRAWAL PROCESS

In an effort to limit the financial detriment to students who may encounter a significant financial or physical hardship that requires them to withdraw from classes, and in accordance with Illinois law, including Public Act 102- 0998, the College may approve students to withdraw under the following documented circumstances:

- Serious injury or illness;
- Chronic illness;
- A medical issue of a family member, the result of which the student becomes a part-time or full-time caretaker of that family member;

- A mental health condition;
- A sudden or consistent lack of transportation; or
- A significant cost of living increase.

Students seeking withdrawal under this policy should submit an appeal via the Student Complaint process with appropriate accompanying documentation to the Refund Review Board to be withdrawn after the official date to withdraw for the term. After the Refund Review Board has recommended a decision and if the student can validate that financial or physical hardship circumstances still have not been properly addressed, a challenge to that decision may be made to the Vice President for Business Services. Decisions of the Vice President for Business Services are final. The case will be reviewed considering the individual's specific circumstances and a decision to approve or deny the student's withdrawal request under the category of financial or physical hardship will be determined. Upon approval of the appeal, the student will be referred to Counseling Services who will provide the student with information on how to reenroll when their specific circumstances will allow them to do so.

Page 213

AUDIT A COURSE

The website for Admissions & Records is lakelandcollege.edu/admissions.

Page 218

TRANSCRIPT EVALUATION

The website for Admissions & Records is lakelandcollege.edu/admissions.

GENERAL GRADUATION REQUIREMENTS

Add to

D. "with the exception of RDG 050 which also does not fulfill graduation requirements."

On Page 219

GENERAL GRADUATION REQUIREMENTS

Replace paragraph 5 with the following:

5. Completed at Lake Land College at least 15 credit hours required for the degree. Hours earned through Advanced Placement, International Baccalaureate and CLEP do not count toward the 15 credit hours. Credits transferred from other colleges are evaluated on a course-by-course basis.

Page 221

REPLACE NAVIGATOR NEWS TEXT:

The college newspaper is a designated public forum and a student-run publication. It functions under the direction of student editors, staff writers, managers, and adviser. The primary purposes of *The Navigator News* are: to inform students of institutional and local news; to provide students a forum for the sharing of ideas; to expose students to different points of view; to provide journalistic experiences for students; and to serve as a source of entertainment for students. The current issue of *The Navigator News* can be found at thenavigatornews.com.

Insert:

NSLS

The National Society of Leadership and Success (NSLS) is the largest leadership honor society in the United States. Our NSLS chapter at Lake Land College was started in 2017. It is part of the national organization with 700+ chapters and over 1.4 million members. Students are selected based on exemplary academic achievement. Members have access to:

- More than [\\$400,000 in scholarships](#).
- An exclusive NSLS job board.
- A personalized letter of recommendation.

The NSLS leadership program teaches the interpersonal skills that employers seek to give an edge in the job market. Member benefits are:

- Learn from exceptional leaders like former President Barack Obama during exclusive Speaker Broadcasts.
- Meet new friends and make lifelong connections (on-campus and virtually).
- Overcome challenges with success coaches shortcutting your way to success.
- Access to private networking events.

For more information about Student Life, contact studentlife@lakelandcollege.edu, call 217-234-5270 or visit Luther Student Center, room 404 or www.lakelandcollege.edu/student-life/

Page 223 under TEXTBOOKS/COURSE MATERIALS

Replace #3 text with:

All rented items must be returned to the college by the day the semester closes, which is the day following the last day of finals. Beginning the following day,

students will be charged new retail price of unreturned rentals. Textbook return deadlines are published on the Laker Calendar and are shown on the student booklist. After the period mentioned above, any textbooks that have not been returned to the Bookstore will become the property of the students and the total cost for those books will be added to the student's bill. At that time, books can no longer be returned to the Bookstore and any future financial aid, scholarships, or student loans may be held or applied against these charges.

Replace #5 text of "...unreturned course materials ~~will~~ be restricted..." to "unreturned course materials may be restricted"

Page 227 REPLACE PATHWAYS TO THE FUTURE WITH NEW TEXT:

Pathways to the Future is an alternative education program offered by Lake Land College in cooperation with the Regional Office of Education #11 in Charleston and the Regional Office of Education #3 in Vandalia. Pathways serves the student population of Lake Land College's district between the ages of 15 and 21 who have dropped out of school or are at risk of dropping out of school.

The purpose of Pathways is to offer students a quality education while helping them meet their personal goals. Most students complete their high school diploma by transferring credits back to the students' home schools, allowing them to graduate on time or early from that school. Pathways also supports GED preparation,

job-seeking and job-keeping skills, self-esteem enhancement, computer familiarity and college- or career readiness skills. Pathways instructors teach students individually and collaboratively through a variety of paper, online and virtual resources. Our Pathways caseworker helps connect students to personal support or social services they might need. Our transitions coordinator helps students with career- and college-readiness skills.

Pathways classrooms are located in Mattoon, Casey, Charleston, Shelbyville and Effingham. There is no cost to Pathways students and families for the programming. Parents and students who would like a Pathways referral should begin the process with their home high schools. For more information about Pathways, contact Shannon McGregor, Director of Adult and Alternative Education, at the Workforce Development Center, 217-238-8383 or smcgregor2@lakelandcollege.edu.

REPLACE ADULT ED TEXT WITH NEW TEXT:

Adult Education

Lake Land College's Adult Education program provides classes and resources at no cost to students age 17 and older who would like to earn a high school equivalency (HSE) through the GED program, improve their English language skills through ESL classes, or complete college-level coursework through our ICAPS programming.

Students may attend GED preparation classes at the Workforce Development

Center, the Kluthe Center for Higher Education and Technology in Effingham,

Eastern Region Center in Marshall, Western Region Center in Pana, as well as sites in Arthur, Charleston, Paris, Shelbyville and Sullivan. There is no cost associated with the classes or resources, but students who are still enrolled in high school must separate from their high school to enroll in GED courses. Many adult students find that earning an HSE diploma is the first step in preparation for returning to school or entering the job market. Each year, Lake Land College's Adult Education program celebrates its graduates in a HSE graduation ceremony, complete with caps and gowns.

For individuals who are non-native English speakers, Adult Education offers introductory English language courses (also known as ESL) with an emphasis on skills needed to function in American society. There is no cost associated with the classes or resources. Classes are offered at the Kluthe Center in Effingham, Workforce Development Center in Mattoon, Eastern Region Center in Marshall, and Newman Catholic Center in Charleston and in collaboration with area businesses. Students are immersed in English reading, writing and speaking activities from beginning through advanced levels. They are assessed upon entrance into the program and are matched to a corresponding level within the Cambridge Ventures Series, a standards-based, integrated-skills series that helps students achieve their academic and career goals.

Through our ICAPS programs, students can complete college courses for free to those who qualify. Our current ICAPS programming includes basic nursing

assisting (preparation for the CNA test) and welding, and we are planning auto tech

programming in 2023. The ICAPS programs provides a no-cost way many students need to get started on a college degree or to restart in the workforce with a job they love while earning a better salary. ICAPS students also participate in resume building and job-skills practice, which help them gain better employment.

Finally, in Adult Education, food service sanitation classes are offered to the community at a reduced cost.

For more information on Adult Education course offerings or locations, please contact Adult Education at 217-238-8292 or adulthoodeducation@lakelandcollege.edu.

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Replace Adult Ed text with new text:

ADULT BASIC EDUCATION

(AED---, ABB---, and more)

A complete list of Adult Education classes is available by calling 217-238-8292.

PROGRAMS

Delete the following programs:

Medical Assistant – AAS.MAP

Medical Assistant Track – AAS.MAP.TRK

Welding – AAS.WEL

UPDATED COURSE DESCRIPTIONS

CJS 094

Advanced Crime Scene Investigation

Prerequisite: CJS 093 and CJS 096

Focuses on the application of crime scene search, processing, and collection techniques taught in Basic Crime Scene Investigation. Emphasis is placed on the demonstration of knowledge of crime scene investigation through scene examination and processing.

Course Level Fee 2 (3 credits, 1.5 Lecture, 3 Lab/Lab-Discussion)

CJS 095

Crime Scene Reconstruction

Prerequisite: CJS 093, CJS 094 and CJS 096

Focuses on the study and application of the scientific method to crime scene reconstruction by using bloodstain pattern analysis and bullet trajectory analysis.

Course Level Fee 3 (3 credits, 2 Lecture, 2 Lab/Lab-Discussion)