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APPROVED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
OCTOBER 2, 2014

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS

MINUTES

COMMITTEE ON ACADEMIC AFFAIRS AND STUDENT SERVICES
WEDNESDAY, AUGUST 20, 2014
DISTRICT OFFICE – 226 W. JACKSON BOULEVARD, ROOM 300

Pursuant to provisions of the Illinois Public Community College Act, as amended of the State of Illinois, County of Cook, a Committee Academic Affairs and Student Services of the Board of Trustees of Community College District No. 508 was held on August 20, 2014 at 1:00 p.m., District Office, 226 W. Jackson Boulevard, Room 300, Chicago, Illinois 60606.

ATTENDEES

TRUSTEES

Marisela Lawson, Committee Chair
Paula Wolff, Trustee
Jacques Sarr, Student Trustee

OFFICERS OF THE DISTRICT

Craig Lynch, Chief of Staff & Enterprise Services
Rasmus Lynnerup, Vice Chancellor of Strategy Research and
Organizational Effectiveness

ASSISTANT BOARD SECRETARY

Candace Montgomery

CHIEF ADVISOR TO THE BOARD

Leah Heinecke-Krumhus

CHANCELLOR

Cheryl L. Hyman

PROVOST

Vernese Edghill-Walden

OTHER ATTENDEES

Jonathan Keiser
Ileo Lott

CCC-District Office
CCC-District Office

I. CALL TO ORDER

Committee Chair Lawson called the August 20, 2014 Committee on Academic Affairs and Students Services to order at 1:03 p.m.

II. ROLL CALL

The Assistant Board Secretary called roll:

Trustee Clarisol Duque	Absent
Trustee Darrell Griffin	Absent
Trustee Marisela Lawson	Present
Trustee Everett Rand	Absent
Trustee Paula Wolff	Present
Student Trustee Jacques Sarr	Present

Committee Chair Lawson acknowledged that in accordance with the Illinois Public Community College Act and the Illinois Open Meetings Act, there was a quorum.

III. WELCOME REMARKS

Committee Chair Lawson welcomed everyone to the quarterly Committee on Academic Affairs and Student Services.

IV. AGENDA ITEMS

The full presentation of agenda items can be viewed [here](#).

Panel of Speakers: Provost Vernese Edghill-Walden, Vice Chancellor Rasmus Lynnerup, Associate Vice Chancellor Ileo Lott and Director Jonathan Keiser

1. New Proposed Academic Curriculum Change (PACC) Process

Associate Vice Chancellor Ileo Lott discussed the launch of the new PACC process.

Trustee Wolff asked for clarification on the committees included in the Curriculum Workshop and the Joint Curriculum Development Council. AVC Lott explained that the content team is comprised of faculty and led by the faculty member who has proposed the curriculum change. The College Curriculum

Committee is comprised Faculty Council members. Additionally, Committee A is otherwise known as the Faculty Curriculum Committee.

Committee Chair Lawson inquired about a means to funnel recommendations through the curriculum development process. AVC Lott and VC Lynnerup discussed the rubric system involved in each step that helps to filter recommendations.

Trustee Wolff asked if rubrics or justifications could be shared with the Board when proposed recommendations are brought forth for approval. There was discussion of possibly including this information in board reports.

Trustee Wolff also asked if there is an expiration date associated with articulation agreements. Provost Edghill-Walden and AVC Lott stated that agreements can become invalid due to time and also a change in curriculum. As part of the new PACC process, curriculum facilitators will begin auditing existing articulation agreements to ensure validity and relevancy.

2. New Tenure Process

Provost Edghill-Walden and Director Jonathan Keiser presented the new tenure process background, overview and evaluation results.

Trustee Wolff asked how many legacy faculty members will participate in the new tenure process. Provost Edghill-Walden stated that 100 of the 560 legacy faculty members will participate in the new process.

Trustee Wolff also inquired if the tenure seminars take place on each campus. Mr. Keiser stated there are district-wide seminars as well as campus seminars.

Committee Chair Lawson asked if there is a monitoring process. Mr. Keiser stated that TAP leaders monitor the process on each campus.

Trustee Wolff asked if the Talents of Teaching are standardized among disciplines. Mr. Keiser stated that they are mostly standardized with a bit of flexibility. For instance student learning outcomes are standard across the district. While shared governance and service is more flexible as to not dictate what service components are relevant to each department or campus. Chair Wolff also asked if faculty push back on the Talents of Teaching and if there is a shared view among faculty. Chancellor Hyman stated there is push back and a shared view

often does not always occur, however a standardized process has to be in place to meet the outcomes required by governing bodies.

Committee Chair Lawson asked if training affects the level of participation. Provost Edghill-Walden stated that some faculty attend training and realize the rigor involved and decide not to participate.

Trustee Wolff asked if the number of tenure participants will remain the same from year-to-year. Provost Edghill-Walden stated that at this time she anticipates 100+ faculty members will most likely participate from year-to-year.

Committee Chair Lawson inquired about the level of seniority of current tenured faculty. Chancellor Hyman stated that she would follow-up with the answer to that question.

Trustee Wolff asked if new hires are made aware of the new tenure process. Mr. Keiser stated that when he is involved in the hiring process he discusses this new process with prospective faculty.

3. Student Guided Pathways to Success (GPS)

VC Lynnerup presented on the GPS initiative.

With regard to 15-to-Finish, VC Lynnerup stated that students who increase their full-time course load have a higher GPA and higher retention levels. Chair Wolff asked if the causation was the other way around, in that students who are more focused are more likely to take an increased course load. VC Lynnerup stated that the data did not suggest such. VC Lynnerup made note of the “time-on-task” theory in relation to student success and that part of being a good student is simply being a student.

Committee Chair Lawson asked about the roll out of the education plans. VC Lynnerup stated that it began in April when the District opened enrollment for the summer and fall semesters.

Trustee Wolff inquired about the number of students represented in the education plan data. VC Lynnerup stated that the education plan represents approximately 1300 students and is based on the number of students enrolled as of August 18th. The IPEDS data correlates to 10,000 students district-wide.

Chancellor Hyman noted that 15-to-Finish has not officially launched. She stated that the District is addressing concerns regarding student readiness.

This concluded the review of agenda items.

V. MOTION TO ADJOURN

Committee Chair Lawson asked for a motion to adjourn the meeting.

<Motion>Paula Wolff

<Second>Marisela Lawson

Motion Carried

Meeting adjourned at 2:30 p.m.

**Larry R. Rogers, Sr.
Secretary,
Board of Trustees**

Submitted by - Candace M. Montgomery, Assistant Board Secretary