APPROVED–BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 6, 2019

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

MINUTES

MEETING OF THE COMMITTEE ON ACADEMIC AFFAIRS AND STUDENT SERVICES
THURSDAY, MAY 9, 2019
HAROLD WASHINGTON COLLEGE
30 EAST LAKE STREET, CHICAGO, IL 60601
ROOM 1115

Pursuant to provisions of the Illinois Public Community College Act, as amended of the State of Illinois, County of Cook, a meeting of the Committee on Academic Affairs and Student Services of the Board of Trustees of Community College District No. 508 was held on Thursday, May 9, 2019 at 12:00 noon, Harold Washington College, 30 East Lake Street, Chicago, IL 60601, Room 1115.

ATTENDEES

TRUSTEES
Elizabeth Swanson, Committee Chair
Walter E. Massey, Chair
Clarisol Duque, Secretary
Peggy A. Davis
Karen Kent
Deborah H. Telman (Teleconference)
Darrell A. Williams
Armani Alexander, Student Trustee

ASSISTANT BOARD SECRETARY
Ashley Kang

CHIEF ADVISOR TO THE BOARD
Tracey B. Fleming

CHANCELLOR
Juan Salgado (Teleconference)

PROVOST AND CHIEF ACADEMIC OFFICER
Mark Potter

GENERAL COUNSEL
Karla Mitchell Gowen

OFFICERS OF THE DISTRICT
Carmen V. Lidz – Vice Chancellor, Information Technology
Eric B. Lugo – Executive Vice Chancellor & Chief of Staff
Diane Minor – Vice Chancellor, Administrative & Procurement Services
Maribel Rodriguez – Chief Financial Officer
Kimberly Ross – Chief Talent Officer

PRESIDENTS
Shawn Jackson –President, Harry S Truman College
Ignacio Lopez – President, Harold Washington College
David Potash – President, Wright College
David A. Sanders – President, Malcolm X College

OTHER ATTENDEES

Darnell Barnett	CCC District Office
Stephanie Krah	CCC District Office
Hollie Ware-Jay	Harry S Truman College
Cassandra Brooks	Chicago Housing Authority
Morgan McFall	City Bureau Documenters
Vania Doss	CCC District Office
Jonathan Julian	
Paul Croitoru	Wilbur Wright College
Sarah Lichtenstein Walter	CCC District Office
David Anthony	CCC District Office
Yolanda Martin	CCC District Office
Steve Saba	CCC District Office
Oscar Orellana	CCC District Office
Anne Kennedy	CCC District Office
Melvin Allen	CCC District Office
Erica Farris	CCC District Office
Katheryn Hayes	CCC District Office
Kasia Sanchez	CCC District Office
Rohit Paul	CCC District Office

I. CALL TO ORDER

Vice Chair Swanson called the May 9, 2019 meeting of the Committee on Academic Affairs and Student Services to order at 12:05 p.m..

II. ROLL CALL

The Assistant Board Secretary called roll:

Walter E. Massey	Present
Clarisol Duque	Present
Peggy A. Davis	Present
Karen Kent	Present (arrived at 12:27 p.m.)
Deborah H. Telman	Present (Teleconference)
Darrell A. Williams	Present
Armani Alexander	Present (arrived at 12:57 p.m.)
Elizabeth Swanson	Present

III. WELCOME

Vice Chair Swanson welcomed everyone back to Harold Washington and noted that the August board meetings would be at Kennedy-King. The Vice Chair welcomed Trustee Peggy A. Davis and Student Trustee Armani Alexander to the Board, noting that Chair Massey would be formally recognizing them at the board meeting later that afternoon. The Vice Chair also noted that Chancellor Salgado and Trustee Telman were present via teleconference.

Vice Chair Swanson commented that she, Chair Massey, and Trustees Kent and Williams had the opportunity to attend and participate in the 2019 City Colleges of Chicago graduation ceremonies on May 4th. The Vice Chair shared that attending graduation is one of the highlights of being a trustee, and extended her congratulations to the graduates, their friends, and their families. Vice Chair Swanson thanked the administrators, faculty, and staff who put in so much time and planning to make graduation a success.

IV. PROVOST REMARKS

Provost Potter echoed the Vice Chair's remarks about graduation, noting that it was truly a great day for Chicago. Between the morning and afternoon ceremony at the Wintrust Arena, 1,700 graduates walked across stage. The Provost noted that there were 4,500 degree completers throughout the whole year at City Colleges, as well as those who had completed a certificate program. Provost Potter thanked the staff and faculty who made the day possible, commending them for their impressive work. The Provost pointed out that graduation highlights student stories, reflecting the rich experiences and diversity of City Colleges students.

Provost Potter briefly outlined the presentations for committee, noting the focus on supportive programs for students, specifically the Partners in Education Program done in partnership with the Chicago Housing Authority (CHA), as well as the emergency grant fund.

V. REVIEW OF AGENDA ITEMS

Speakers: Eric Lugo, Executive Vice Chancellor of Institutional Advancement and Chief of Staff; Erica Farris, Director of Student Development Projects; Cassandra Brooks, Assistant Director of Education, Chicago Housing Authority; Stephanie Krah, Associate Vice Chancellor for Advising and Student Success

The full committee presentations can be found online **here**.

- **Partners in Education**

Executive Vice Chancellor (EVC) Lugo noted that the Office of Institutional Advancement and the Office of Academic and Student Affairs have been looking at practices that support students as they pursue their education, as well as raising the appropriate resources. EVC Lugo commented on City Colleges' efforts to expand and deepen supports for students in the areas of housing, food, and other critical needs.

Director Farris began by stating the goal of the Partners in Education Program (PIE) with CHA was to support CHA residents to advance in their education at City Colleges, including credit, continuing education, and adult education programs, ultimately leading to higher levels of self-sufficiency. Director Farris explained that PIE provides tuition and book vouchers as well as funding for other student support services for City Colleges students who are also CHA residents. Financial aid is applied first, and any unmet costs are covered by CHA with year-round supports available. Director Farris noted that since 2010, 1,374 awards (1,008 certificates and 366 associate degrees) have been conferred through PIE.

Ms. Brooks commented that PIE is one of the most comprehensive programs that help support CHA

residents to achieve their associate's degrees and move towards attaining a bachelor's degree. Ms. Brooks also noted that over the course of last several years, the number of certificates awarded to PIE participants has decreased as more participants seek to attain an associate's degree instead. Ms. Brooks shared that the new PIE Plus Program added One Million Degrees (OMD) as a partner, providing additional support to students. A video promoting the new Partners in Education Plus program was shown and can be found online **here**.

Chair Massey asked how many PIE participants go on to four year institutions and what happens if a participant moves out of CHA housing. Ms. Brooks replied that most participants are heads of households and attaining an associate's degree is the end goal. CHA does offer a scholarship to residents who complete an associates' degree through PIE who go on to a four year institution to pursue a bachelor's degree. Ms. Brooks also noted that if a participant became non-lease compliant with CHA, they would not be able to receive the education vouchers for the following term.

Trustee Williams noted that the total awards consistently grew through 2014 and then started to decrease and asked if that was a result of a decrease in funding or enrollment. Ms. Brooks replied that funding has grown. PIE began as a workforce development program, primarily for continuing education students completing certificates. Now, PIE has transitioned to a full education program, offering CHA residents the opportunity to complete an associates' degree. As a result, the total number of awards has decreased since more participants are obtaining an associate's degree, which take longer to complete than a certificate. Ms. Brooks also noted that the data for PIE is pre-partnership with OMD, and that the first PIE Plus participants will be starting in Fall 2019.

(Trustee Kent arrived at 12:27 p.m.)

- **Holistic Student Services**

Associate Vice Chancellor (AVC) Krah began by sharing that the last year has focused on wrap-around services and meeting students where they are to support them in their journey to complete their certificate or degree. An anonymous donor has granted City Colleges $500,000 to set up an emergency grant fund, and also developed three endowed funds to support students transferring from City Colleges to DePaul University, Roosevelt University, and the University of Chicago. AVC Krah also spoke about City Colleges' partnership with All Chicago, an organization that works to prevent and end homelessness, to provide housing stability for its students. All Chicago helps to administer the emergency grant fund and also acts as a resource and point of service for City Colleges. AVC Krah shared that the Wellness Centers across the District have been tracking information on students with housing and food insecurity.

Through the emergency grant fund, students can be awarded up to $750 per semester. They are unable to receive the award from multiple institutions. Full-time, part-time, and credit bearing students are eligible. AVC Krah noted several ways the emergency grant funds can be utilized by students, including housing, transportation, books and supplies, and child care. The fresh food market pantries at the colleges are also an additional resource for students. AVC Krah spoke about a $70,000 grant from the Chicago Community Trust to develop infrastructure for providing more support services, as well as the Chicago Continuum of Care Initiative.

Chair Massey noted that he saw a TV special about the fresh food markets pantries and asked how many City Colleges had one currently. AVC Krah responded that there are permanent pantries at five of the colleges and pop-up pantries at the remaining two, with the goal to have permanent pantries at all seven colleges.

Secretary Duque inquired what limitations or challenges are being encountered. AVC Krah replied that it is helpful for students to be able to receive the grant each semester. However, AVC Krah noted, the goal is to ensure students to not become dependent on the emergency grant funding; rather, the continued hope is to be able to get students to visit the Wellness Center and talk with staff to identify the larger issues and develop a long-term plan. Secretary Duque asked if All Chicago would be City Colleges' avenue for long-term housing solutions. AVC Krah noted that All Chicago would certainly be a resource, as well as other community agencies and partnerships that the Wellness Centers have relationships with.

VI. REVIEW OF MAY 2019 BOARD REPORTS

Vice Chair Swanson thanked Director Farris, Ms. Brooks, and AVC Krah for their presentations and thanked the staff across the District for providing critical support services to students.

Next, the Vice Chair initiated the review of the May 2019 board reports.

Provost Potter reviewed Resolution 1.00 authorizing the expansion of the Star Scholarship Program through partnership with the Big Shoulders Fund. Secretary Duque expressed her excitement about the expansion and noted that she would not vote on this item during the Board meeting as she is also on the board of directors of the Big Shoulders Fund.

Provost Potter continued by reviewing Resolution 1.01 authorizing a memorandum of understanding with the Northern Illinois Workforce Coalition for in-district resident tuition rates for students benefiting from the Workforce Innovation and Opportunity Act (WIOA). Chair Massey asked about the number of students in the program and the net in-and-out for City Colleges. Provost Potter said that it was too early to know the net, though there are a significant number of students benefiting from WIOA vouchers. The Provost noted that Truman College has a U.S. Jobs Center where students can receive services from the County workforce board. Provost Potter remarked it would take time to see what the net looks like.

Chief Talent Officer (CTO) Ross reported on Resolution 1.02. General Counsel Gowen noted that Resolution 1.03 would be reviewed for the trustees during Closed Session at the Board meeting. Chief Advisor Fleming reported on Resolution 1.04 and 1.05. President Jackson reported on Resolution 1.06. General Counsel noted that Resolution 1.08 would be reviewed during Closed Session during the board meeting, and concluded with the review of Resolution 1.07.

CTO Ross reviewed Section 2.00, the Personnel Report.

EVC Lugo reviewed Section 3.00, the Resource Development Report.

(Student Trustee Alexander arrived at 12:57 p.m.)

Vice Chancellor (VC) Minor reported on Agreements 4.00, 4.01, and 4.02. Chief Financial Officer (CFO) Rodriguez reviewed Agreements 4.03 and 4.04. Provost Potter reported on Agreements 4.05, 4.06, 4.07, and 4.08. Chief Information Officer (CIO) Lidz reviewed Agreements 4.09, 4.10, and 4.11. VC Minor reported on Agreement 4.12, followed by President Sanders' review of Agreement 4.13.

VC Minor continued by reviewing Purchase 5.00. District Director Johnson reported on Purchase 5.01, followed by Provost Potter's review of Purchase 5.02. EVC Lugo reported on Purchase 5.03. VC Minor concluded the review of Purchases with the report on Purchase 5.04.

General Counsel reviewed of Section 6.00, the payment of legal invoices.

VII. MOTION TO DISCHARGE THE MAY 2019 BOARD PACKET

Vice Chair Swanson asked for a motion to discharge the reviewed resolutions, personnel report, resource development report, agreements, purchases, and legal invoices to the May 2019 Regular Board Meeting as part of the Consent Agenda.

<Motion> Trustee Karen Kent
<Second> Secretary Clarisol Duque

Motion carried.

VIII. MOTION FOR CLOSED SESSION

Vice Chair Swanson noted that there would be no Closed Session.

IX. ADJOURNMENT

Upon concluding that there was no more business to be brought before the committee, Vice Chair Swanson asked for a motion to adjourn.

<Motion> Trustee Karen Kent
<Second> Chair Walter E. Massey

Motion carried.

Meeting Adjourned 1:14 p.m.

Clarisol Duque
Secretary
Board of Trustees

Submitted by – Ashley Kang, Assistant Board Secretary