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**APPROVED – BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
JANUARY, 12, 2012**

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

MINUTES

**ACADEMIC AFFAIRS COMMITTEE MEETING
THURSDAY – DECEMBER 15, 2011
DISTRICT OFFICE - 226 W. JACKSON BOULEVARD, ROOM 312**

Pursuant to provisions of the Public Community College Act, as amended, of the State of Illinois, County of Cook, the Academic Affairs Committee Meeting of the Board of Trustees of Community College District No. 508 was held on Thursday, December 15, 2011 at 3:00 p.m., District Office, 226 W. Jackson Boulevard, Room 312, Chicago, IL 60606.

ATTENDEES

TRUSTEES

*Paula Wolff
Student Trustee-Ashley Turner*

CHIEF ADVISOR TO THE BOARD

Jaime Guzman

ASSISTANT BOARD SECRETARY

Regina M. Hawkins

PROVOST/CHIEF ACADEMIC OFFICER

Kojo Quartey

GENERAL COUNSEL

James Reilly

OFFICERS OF THE DISTRICT

*Michael Daigler, Associate Vice Chancellor Development
Alvin Bisarya, Vice Chancellor, Strategy and Institutional
Intelligence*

*Laurent Pernot, Vice Chancellor, Institutional
Advancement*

*Jim Frankenbach, Chief Operating Officer
Craig Lynch, Chief of Staff and Enterprise Services*

ADDITIONAL ATTENDEES

NAME

*Shawn Burnett-Whitaker
Nygil Likely*

DEPARTMENT

*Senior Staff Attorney, Office of the General Counsel
Associate Vice Chancellor, Enrollment Management*

I. ACADEMIC AFFAIRS COMMITTEE MEETING

Trustee Paula Wolff called the meeting to order at 3:02 p.m. and opened the meeting with roll call.

Trustee Wolff welcomed everyone and mentioned that Trustee Pastor Jenkins is on the committee, but was out of town. She also expressed how these quarterly meetings will allow the Board and the District Officers to share their ideas and suggestions.

III. ENROLLMENT MANAGEMENT AND STUDENT RETENTION

Provost Kojo Quartey and Vice Chancellor Laurent Pernot presented a power point presentation which covered retention, enrollment management and the “College to Careers” initiative. Provost Quartey informed the committee that efficiency in handling registration is now in place; more advisors have been hired and articulation agreements have expanded.

The presentation also addressed how we can increase the number of students enrolled full-time and new approaches to remediation. Provost Quartey also explained that with the expansion of our articulation agreements, students are more inclined to attend City Colleges with the knowledge that they are able to transfer to a four year institution that will accept their credits. This would be a huge incentive to attract students. Also, there are plans in place to develop an international student recruitment plan, create an honors program for degree completion, assign recruiters to CPS high schools by college, strengthen veterans offices at the colleges and consider college credit for military service.

Vice Chancellor Pernot, addressed the committee as to how the Board can help. He presented three potential options for Board level support for retention and completion initiatives. The three incentives he covered were Financial Incentives, Financial Assistance and Endowed Chairs to support the College to Careers initiative. Vice Chancellor Pernot also explained that the CCC Foundation is not being leveraged enough and our Board could help by bringing in other board members to serve on the CCC Foundation Board. The financial incentive would reward students by offering merit scholarships, textbook support, as well as U Passes for part time students.

IV. COLLEGE TO CAREERS INITIATIVE

Vice Chancellor Alvin Bisarya discussed the dropout rate of our students in comparison with other institutions. Vice Chancellor Bisarya also discussed the launch of the College to Careers initiative which creates partnerships between CCC and corporate and

organizational entities to increase jobs in high demand fields such as Transportation & Logistics and Health Care and increase our student's competitiveness in these fields.

Chief Operating Officer, James Frankenbach informed Trustee Wolff that he has spoken with various hospitals that would allow our students to do their clinical rotations at their facility, such as Rush, Northwestern Memorial and University of Illinois.

V. STUDENT TRUSTEE/SGA SUGGESTIONS

Student Trustee, Ashley Turner handed out a packet of concerns that the students would like to see addressed which include:

- U-Pass Reform that would also include the part time students
- Textbook Reform
- Basic Health services to students
- College Advisors
- Tutoring
- Security Reform
- Cafeteria Reform
- Printing Reform

All of these issues will be taken into consideration by Provost Quartey.

Student Trustee Turner also suggested that the Vice Chancellors visit schools and talk to the students dressed casually, which would make the students feel more comfortable. She also suggested that students be made aware of the various scholarships available. Associate Vice Chancellor, Mike Daigler will work on our website to make sure that this information is available to students.

VI. ADJOURNMENT

Trustee Wolff asked Student Trustee, Ashley Turner to make a motion to adjourn the meeting. Motion seconded by Trustee Wolff. Meeting adjourned at 4:20 p.m.

Submitted By- Assistant Board Secretary, Regina Hawkins