

**31410**  
ADOPTED – BOARD OF TRUSTEES COMMUNITY COLLEGE  
DISTRICT NO. 508  
MAY 3, 2012

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

**MINUTES**

**REGULAR BOARD MEETING**  
**WEDNESDAY – APRIL 4, 2012**  
**DISTRICT OFFICE - 226 W. JACKSON BOULEVARD, ROOM 300**

Pursuant to provisions of the Public Community College Act, as amended, of the State of Illinois, County of Cook, the regular meeting of the Board of Trustees of Community College District No. 508 was held on Wednesday, April 4, 2012 at 10:00 a.m., District Office, 226 W. Jackson Boulevard, Room 300, Chicago, Illinois 60606.

**ATTENDEES**

**TRUSTEES**

*Paula Wolff, Chair*  
*Ellen Alberding, Vice Chairperson*  
*Larry R. Rogers, Sr., Secretary*  
*Marisela Lawson*  
*Everett Rand*  
*Pastor Charles Jenkins (Absent)*  
*Susan Santiago*  
*Ashley N. Turner, Student Trustee*

**CHIEF ADVISOR TO THE BOARD**

*Jaime Guzman*

**ASSISTANT BOARD SECRETARY**

*Regina Hawkins*

**CHANCELLOR**

*Cheryl L. Hyman*

**GENERAL COUNSEL**

*James Reilly*

**PROVOST/CHIEF ACADEMIC OFFICER**

*Kojo Quartey*

**INSPECTOR GENERAL**

*John Gasirowski*

**OFFICERS OF THE DISTRICT**

*Jim Frankenbach, Chief Operating Officer*  
*Craig Lynch, Chief of Staff and Enterprise Services*  
*Alvin Bisarya, Vice Chancellor, Strategy, Research and Organizational Effectiveness*  
*Kenneth Gotsch, Chief Finance Officer*  
*Diane Minor, Vice Chancellor, Administrative Services/ Procurement*  
*Patricia Rios, Vice Chancellor Human Resources*  
*Joyce Carson, Vice Chancellor, Business Enterprise*  
*Joseph DeLopez, Vice Chancellor, Safety and Security*  
*Laurent Pernot, Vice Chancellor, Institutional Advancement*  
*Willa Iglitzen Lang, Vice Chancellor, Workforce and Economic Development*

**COLLEGE PRESIDENTS**

*President Jose Aybar, Daley College*  
*President, Donald Laackman, Harold Washington College*  
*President Anthony Munroe, Malcolm X College*  
*President Jim Palos, Wright College*  
*President Reagan Romali, Truman College*  
*President Craig Follins, Olive-Harvey College*  
*President, Joyce Ester, Kennedy-King College*

**FACULTY COUNCIL**

*Polly Hoover – Faculty Council President, Wright College*

<b><u>NAME</u></b>	<b><u>DEPARTMENT/COMPANY/OTHER</u></b>
Mike Daigler	District Staff
Helen Henry	District Staff
Shawn Burnett-Whitaker	District Staff
Rebecca Ford	District Staff
George Thomson	District Staff
Delores Withers	Local 1708
Audrey Butler	Local 1708
Roy Garcia	District Staff
LaTonya Orange	District Staff
Mike Davis	District Staff
Ralph Passarelli	District Staff
Rochelle Robinson-Dukes	Local 1600
Kevin Williams	District Staff
Tawa Jogunosimi	District Staff
Katheryn Hayes	District Staff
Janice Meija	District Staff
Scott Martyn	District Staff
Sharod Gordon	District Staff
Alicia Rankin	District Staff
William Godwin	District Staff
Al Rider	District Staff
J.R. Dempsey	District Staff
Nicole Lacey	District Staff
Bill Silver	IEA
Floyd Bednarz	CCCLOC
Julius Nadas	Wright College Faculty
Malachi Gibson	SGA
Len Etlinger	District Staff
Cecilia Lopez	District Staff
Kim Sangster	District Staff
Perry Buckley	Local 1600
Mark Bennett	Attorney
Carole Wood	District Staff
Olga Gutierrez	Staff
Jesus Iniguez	District Staff

**I. CALL TO ORDER**

Pursuant to the Open Meetings Act and posted in accordance with the requirements of the Open Meetings Act, Chair Paula Wolff called the meeting to order at 10:00 a.m. and asked that everyone stand for the pledge of allegiance.

**II. ROLL CALL**

Chair Wolff asked that the Assistant Board Secretary call roll:

Trustee Everett Rand	Present
Vice Chair Ellen Alberding	Present
Chair Paula Wolf	Present
Trustee Larry Rogers, Sr.	Present
Trustee Pastor Charles Jenkins (absent)	Absent
Trustee Marisela Lawson	Present
Student Trustee, Ashley Turner	Present

**III. WELCOME – NEW TRUSTEE**

Chair Wolff welcomed Ms. Susan Santiago as the new Trustee to the Board of Trustees. A copy of Ms. Santiago's biography was given to the Trustees prior to the Board Meeting. Chair Wolff informed the audience that Ms. Santiago is a veteran of 20 years in the hospitality industry and started her career as a server at *Oyster Catchers* in Tampa, Florida. Ms. Santiago most recently was in Aruba running a huge casino and hotel. Chair Wolff commented on how delighted the Board is to have her and looking forward to her talents as City Colleges will start thinking about curriculum and hospitality. Ms. Santiago's bio is on the Board's website: <http://www.ccc.edu/menu/Pages/Board-Members.aspx>

Trustee Santiago thanked Chair Wolff and remarked on how honored she is to serve on the Board. Ms. Santiago also elaborated on her passion for education, especially since her degree is in elementary education.

**IV. PUBLIC PARTICIPATION**

Chair Wolff introduced the three speakers who each submitted a written request to address the Board.

- (1) **Ms. Amanda Lehner**, student, Daley College (was not in attendance)
  
- (2) **Mr. Malachi Gibson**, student government, Kennedy-King College and Chair of the District Council for all students within City Colleges. Mr. Gibson addressed the Board regarding the “no hat policy” within City Colleges. Mr. Gibson would like to see the policy removed. Mr. Gibson also addressed his concerns regarding Reinvention and how he does not understand what Reinvention is.

Chair Wolff asked if someone from the management team could explain how policies are set and how such a policy might be reviewed. Vice Chancellor of Safety and Security, Joseph DeLopez addressed the question. Vice Chancellor DeLopez informed the Chair that the student policy manual had gone through many revisions recently with input from different sections of City Colleges that have anything to do with student relations, or student performance. The policy was proposed as a safety solution because of potential representation of gang membership. Vice Chancellor DeLopez agreed to expand this discussion with Mr. Gibson and other student government representatives. Chair Wolff also agreed that a broader discussion about the importance of values beyond what is learned in the classroom is a very important part of education and perhaps should be addressed at a forum.

Chair Wolff also responded to Mr. Gibson’s point of Reinvention. Chair Wolff informed Mr. Gibson that she is concerned he does not understand Reinvention, but assured him that the Chancellor and all of her team have spent time working with students. Chancellor also responded to Mr. Gibson's remarks regarding Reinvention. Chancellor specifically identified all of the opportunities Reinvention proposes to the students and she reminded him how many students have worked on Reinvention. Chancellor invited Mr. Gibson to come and work on Reinvention and talk to individuals working with Reinvention that would help him clear up any misunderstandings.

- (3) **Mr. Floyd Bednarz**, President, City Colleges Contingent Labor Organizing Committee. Mr. Bednarz addressed the Board regarding a few concerns that a number of individuals are still confused as to what direction City Colleges is going, especially with the announcement regarding the new Malcolm X facilities and the new transportation center at Olive-Harvey College. Students were asking questions about what other things City Colleges will do and will they still be able to get their associates degree and go on to a four year college. One of Mr. Bednarz’s recommendations is that the Board can make certain that people realize what the mission of City Colleges has been, what it is now and how the mission will continue.

Mr. Bednarz also wanted to make clear to the Board that fulltime and part-time faculty are in touch with the students on a daily basis. Mr. Bednarz also informed the Board that at future board meetings he will have presentations along the same lines as those presented by Vice Chancellor Alvin Bisarya.

Chancellor thanked Mr. Bednarz for his continued dedication to City Colleges and his personal work on Reinvention. She also assured him that achieving a two year degree and transferring to a four year college is definitely included in the mission of City Colleges.

**V. FACULTY COUNCIL REPORT**

Professor Polly Hoover, Faculty Council President from Wright College, presented the Faculty Council Report. Professor Hoover also informed the Board that this would be her last Board meeting and a new Faculty Council President will be present at the May Board meeting. The written report will be submitted to the Board Office and placed on the City College's Board of Trustees website (<http://apps.ccc.edu/brpublic/2012/april/31407.pdf>).

**VI. BOARD OVERVIEW**

Chair Wolff presented a slide presentation which outlined the framework for the Board operation (<http://apps.ccc.edu/brpublic/2012/april/31410.ppt>). Chair Wolff had spoken individually with each of the Trustees (except the new Trustee) as well as the Chancellor regarding the presentation and future direction.

Chair Wolff explained that one of the processes would be creating some standing committees that will start shortly. There will be an Academic Affairs and Student Services Committee which Trustee Lawson will chair and Trustee Jenkins and Trustee Rand will serve on this committee. Finance and Administrative Services will be chaired by Trustee Alberding, Trustee Lawson, Trustee Rand and Trustee Rogers will serve on this committee.

There will also be an audit committee which Trustee Rogers has agreed to chair and will be joined by Trustee Alberding. Chair Wolff will also reach out to Trustee Santiago to serve on this committee and the Academic Affairs and Student Services Committee. There will also be an Executive Committee which will consist of the chairs of the committees and ad hoc committees as needed, like the one created to review the process for building the new facility at Malcolm X College.

Chair Wolff also encouraged lively discussions during the meetings on Reinvention and other board matters with college presidents which will help the Board think broadly about their roles and what they can contribute. Chair Wolff concluded that it is not the Board's responsibility to manage anything, but is their responsibility to set policies and to support the management team.

## **VII. CHANCELLOR UPDATES**

Chancellor Cheryl L Hyman commented on the Chair's presentation and how it gave everybody insight into Chair Wolff's priorities and long-standing commitment to accountability and transparency. Chancellor then went on to reflect upon the importance of focus within an organization and what has been accomplished at City Colleges over the last two years through a dedication to accountability and student outcomes. City Colleges has established a common set of goals and now there is now a team and a set of structures in place to achieve results for our students and the taxpayers of Chicago. The Board a year ago decided to hold itself accountable for student outcomes and changed the job descriptions for senior staff, including the Chancellor and college presidents so that there is accountability for reaching student outcomes. Chancellor also noted that recently there have been a series of benefit policy changes, such as ending lifetime retiree healthcare for current and future City Colleges leaders and this policy is under review for current retirees as well. Sick day payouts upon retirement for new hires and the sick day policy for current employees is under legal review.

City Colleges has launched a new five-year \$479 million dollar capital plan with investments planned across the system. The capital plan will include a new Malcolm X College campus and a new TD&L training facility at Olive-Harvey College, but it also includes improvements and upgrades at all of the campuses. Chancellor concluded that City Colleges' biggest challenge has been making a cultural shift from an institution focused solely on access to one that now couples a focus on access with student success. Chancellor said that City Colleges is now aligned on these goals and that many of the people and structures are in place to build on this momentum and move forward together to become a world class community college system.

## **VIII. CITY COLLEGES OF CHICAGO DISTRICT UPDATES**

- (1) **Reinvention Update**—Alvin Bisarya, Vice Chancellor of Strategy, Research and Organizational Effectiveness

Vice Chancellor Alvin Bisarya presented a power point presentation outlining Adult Education Instruction at off-campus locations.

<http://apps.ccc.edu/brpublic/2012/april/31409.pptx>

Reinvention has addressed a set of programs some of which exist today and some of which we are trying to implement in healthcare as part of college to careers. Bridge programs address adult education students specifically to help them not only get their GED or ESL but also assist them with career training. One of the bridge programs is partnership with institutions in nursing that will allow our students to connect to the next step in the chain which is healthcare.

Vice Chancellor Bisarya also addressed our college to careers programs. One of the goals dealing with this program is to get the employers involved that offer careers for our students and to work with our faculty to design curriculum that better meets the needs of today's jobs.

City Colleges connection with Allscripts Company has allowed us to address the concerns of students being employed after graduation. Allscripts is a company that handles electronic medical records. One of Allscripts programs is to have a health information technology program that was launched in April under President Jose Aybar – Daley College and President, Anthony Munroe – Malcolm X College. The second program allows Allscripts to look for top graduates from City Colleges and be able to offer them jobs.

Vice Chancellor Bisarya's final topic was articulation with four year institution for the college to careers program. He noted that healthcare is a really great example of where the acute need for a bachelor's degree is being reiterated to us from every angle and it is imperative that we have a curriculum that connects not just in terms of learning objectives but real articulation agreements.

Vice Chancellor Bisarya introduced the second presentation which addressed how to work with adult education students. The presentation was made by Mr. Charles Ansell, who is one of the projects team leaders. Mr. Ansell referred to a large map that was presented to the Trustees (City of Chicago Community Area Map) (<http://apps.ccc.edu/brpublic/2012/april/CommunityAreaMap.pdf>) Mr. Ansell reported that the City Colleges of Chicago provide adult education instruction to at least 52 off-campus sites. Reinvention and the task force looked at the fourth reinvention rule, which is to increase the number of adult education students who transition to post-secondary education. Based on this research there were many opportunities for improvement. The community map shows each off-campus site represented by a dot and each dot is color-coded to indicate college affiliation. Brighton Park is second out of 77 Chicago neighborhoods in terms of adults who do not have a high school diploma and first with adults who are English language learners. There is no City College campus in this neighborhood and only one off-site

and the same for Gage Park. Mr. Ansell concluded that based on this data City College has an opportunity to serve these high-need communities.

Mr. Ansell then introduced Mr. Sharod Gordon – District Director, Community Affairs. Mr. Gordon addressed how the community relations department has begun using Reinvention and research to drive the enrollment in the high-demand areas. There is already a plan in the neighborhoods that Mr. Ansell pointed out in Brighton and Gage Park area. Mr. Gordon also pointed out that there are other high need areas around the colleges - Avondale and Albany Park north of Truman College. There are not enough adult off-sites in these areas, but Mr. Gordon expressed how site evaluations are set up and there is validation to ensure that the right process is followed and all of the community relations staff is equipped and trained to work with academic affairs and with the Reinvention team.

Vice Chancellor Bisarya asked that the Presidents of Malcolm X College, Wright College and Daley College make a few comments. President Anthony Munroe – Malcolm X College commented on the tremendous demand for adult education services. Malcolm X College definitely supports this initiative to close the gap and provide services in those communities that underserved. President Jim Palos – Wright College addressed the Humboldt Park and Logan Square areas which is a population that is two-thirds Hispanic, fifty percent English which is not their native language, so Wright College is full supportive in targeting these areas. President Jose Aybar – Daley College also note that Daley College is extremely supportive of this initiative. Daley College services an area that showed an increase growth in the Hispanic population which shows a great need. However, President Aybar questioned how do we do the outreach and how do we bring them in and how do we keep them and take them through the pathway to the college degree?

Vice Chancellor Bisarya concluded that Reinvention is doing what it can to institute other new processes and work in high demand areas as fast as possible, but also as careful. Reinvention has collaborated with Mark Friedman, the head of the AFSCME union, and 25 community organizations.

**Question** - Vice Chair Ellen Alberding: Who is actually doing the teaching in these facilities and how do you monitor and maintain to improve the quality of the instruction?

Mr. Ansell responded that City Colleges provides instructional services and the off-site providers provide the facilities, as well as the teachers. Daley and Wright College are actually staffing up in terms of their off-site coordinators that actually monitor the quality control and the instructor evaluation. President Aybar reiterated that quality



control is an issue and Daley College is addressing these issues with coordinators who go out into the field and actually monitor the sites.

**Question** – Vice Chair Alberding: Is there an expanded use of technology if we are talking about learning English, for example language learning?

Mr. Ansell responded by informing the Board that by working with academic affairs and community relations, a site provider checklist has been revised and updated to show City Colleges standards for an off-site facility, including technology needs. Reinvention is also making sure that we have enough technology in place for the adult educators at some of these off-sites, as well as looking at how we can enhance technology services for the students.

Vice Chair Alberding commended Vice Chancellor Bisarya and his team on a very interesting and useful presentation. Chair Wolff also noted that when bringing the students in we make sure that they end up getting the full education and credentials that they need and make sure we are also monitoring the quality and outcomes of the programs.

### **DISTRICT UPDATES – STUDENT RECRUITMENT**

Chair Wolff introduced Laurent Pernot, Vice Chancellor, Institutional Advancement who presented to the Board recruitment and City Colleges' new push on recruitment <http://apps.ccc.edu/brpublic/2012/april/pg4.shtml#districtupdates>.

Vice Chancellor Pernot informed the Board that in the past a lot of the recruitment activities were not consistent and needed to be harmonized. There were people who were part-time and some of them had other duties at the college, so when they got around to it, they did recruitment. There are a lot of students that we call, “soft applicants”, since we may be their fifth or sixth choice. We have decided to take a holistic approach to look at enrollment and retention as really one piece.

Vice Chancellor Pernot informed the Board that the goal should be to have a coordinated district wide approach, since many high school counselors have expressed how tired they are of getting seven calls with the same message from seven City Colleges. We need to focus this issue and be more strategic by integrating marketing, recruitment, and admissions so that we work together as one unit. Vice Chancellor Pernot feels that we should add a personal touch by establishing a one on one connection with a lot of prospective students and making sure that they are actually very likely students for us that we can help in terms of their education prospect and make sure we see them through the entire on-boarding. There are conversations taking

place with our colleagues in academic affairs and follow through to track the careers at city colleges so that we can track from the moment the student applies to the student outcome. Vice Chancellor Pernot turned it over to Provost Kojo Quartey who walked the Board through a little of how the process is going to work.

Provost Quartey addressed the power point slide:

(<http://apps.ccc.edu/brpublic/2012/april/pg4.shtml#districtupdates>) that showed the integration throughout the entire process. He indicated that going through the advertisement process, you could actually measure how much money is being spent on advertising and also what comes out of that and perhaps do some kind of ROI (return on investment) The recruiting process would not end until the student actually shows up on campus, where the admission team would take over. There will also be satisfaction surveys of the students for registration purposes, which will allow us to track not only the students through the process but also staff. We then move to retention where it is handed over to the advisors.

Vice Chancellor Pernot addressed our IT position by making sure that the students are outfitted with the necessary equipment that they can get applied right on the spot.

**Question** – Vice Chair Alberding – If it is a homerun what percent bump would you expect?

Vice Chancellor Pernot informed Trustee Alberding that in a few weeks he and Vice Chancellor Bisarya would present to the Board enrollment and the progress that has been made in the marketing and advertisement for fall. The KPI has not been set yet, but we are also working with the Vice Chancellor Arshele of OIT to actually track the students and their performances.

## **IX. ORAL REVIEW OF THE APRIL BOARD REPORTS**

Chair Wolff, asked for an oral review of the April Board reports with the Officers of the District, beginning with Resolution 1.0 and ending with Board Report 7.05.

Chair Wolff noted that **Resolution 1.05 (To Approve and Ratify the Tentative Agreement for a Collective Bargaining Agreement between the Board of Trustees of community College District No. 508 and the American Federation of State, County and Municipal Employees Council 31, AFL-CIO and its Local 3506)** will be discussed in closed session. Once the meeting is reconvened the Board will take action on this Resolution.

**X. APPROVAL OF MARCH MINUTES AND APRIL BOARD PACKET**

Chair Wolff asked for a motion to approve the March 1, 2012 regular Board meeting minutes, the March 4, 2012 Ad Hoc Construction Committee Meeting minutes and the April 4, 2012 Board packet.

**< Motion> Trustee Lawson                      <Second> Trustee Rogers**  
**Motion Carried**

**XI. RECOGNITION OF STUDENT TRUSTEE**

Chair Wolff thanked student trustee, Ashley Turner for her service to the District as student trustee and how much she was appreciated. Chancellor and Chair Wolff presented Ms. Turner with a plaque. Chair Wolff asked Ms. Turner if she would like to make a few remarks.

Ms. Turner thanked many officers of the District for their continued support and throughout her term learned quite a bit, especially that the students come first.

Chair Wolff informed the Board that Ms. Turner informed her that she intends to apply to Georgia State University and eventually will pursue a law degree.

**XII. CLOSED SESSION**

Pursuant to the Open Meetings Act, (Sections 2c1, 2c2, 2c5, and 2c11). Chair Wolff called for a motion to hold Closed Session at 12:00 noon. for discussion of Personnel, Collective Bargaining, Real Estate and Litigation.

**<Motion> Trustee Rogers   <Second> Trustee Alberding**  
**Motion Carried**

**XIII. RETURN FROM CLOSED SESSION**

Closed Session ended at 12:20 p.m. There was no action taken during closed session but Chair Wolff asked for a motion to approve Resolution 1.05.

**<Motion> Trustee Alberding    <Second> Trustee Rogers**  
**Motion Carried**

**XIV. MOTION TO ADJOURN**

Chair Wolff asked for a motion to adjourn the April 4, 2012 Board meeting

**<Motion> Trustee Rogers      <Second> Trustee Lawson  
Motion Carried**

**Meeting adjourned at 12:30 p.m.**

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

**Submitted By – Assistant Board Secretary, Regina M. Hawkins**