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APPROVED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
DECEMBER 12, 2013

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

MINUTES

COMMITTEE ON ACADEMIC AFFAIRS AND STUDENT SERVICES
TUESDAY, NOVEMBER 5, 2013
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 November 5, 2013 at 3:00 p.m., District Office, 226 W. Jackson Boulevard, Room 300, Chicago, Illinois 60606.

ATTENDEES

TRUSTEES

Marisela Lawson, Committee Chair
Paula Wolff

ASSISTANT BOARD SECRETARY

Candace Montgomery

CHIEF ADVISOR TO THE BOARD

Leah Heinecke-Krumhus

CHANCELLOR

Cheryl L. Hyman

PROVOST

Vernese Edghill-Walden

OFFICERS OF THE DISTRICT

Craig Lynch, Chief of Staff/Enterprise Services/Information
Technology

Laurent Pernot, Executive Vice Chancellor/Institutional
Advancement

Rasmus Lynnerup, Vice Chancellor of Strategy, Research and
Organizational Effectiveness

OTHER ATTENDEES

Ana Maria Becerra

CCC-District Office

Ann Brennan

CCC-District Office

Sameer Gadkaree

CCC-District Office

Lydia Gonzalez

CCC-District Office

Preston Harden	CCC-District Office
Ileo Lott	CCC-District Office
Claudia Mercado	CCC-District Office
Michael Mutz	CCC-District Office
Gené Stephens	CCC-District Office
Marcia Turner	CCC – District Office

I. CALL TO ORDER

Committee Chair Marisela Lawson called the November 5, 2013 Committee on Academic Affairs and Students Services to order at 3:08 p.m.

II. ROLL CALL

The Assistant Board Secretary called roll:

Trustee Marisela Lawson	Present
Trustee Everett Rand	Absent
Trustee Paula Wolff	Present

Trustee 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, Executive Director Ileo Lott, Associate Vice Chancellor Claudia Mercado, Associate Vice Chancellor Michael Mutz and Executive Director Gené Stephens

1. Accreditation and Compliance

Executive Director Gené Stephens provided an update on accreditation and compliance. She discussed the Higher Learning Commission (HLC) Substantive Change application for online courses and Center for Distance Learning (CDL) process and documentation improvements.

Trustee Lawson inquired about the number of students enrolled in online courses and how long the District has offered said courses. Michael Mutz stated that approximately 10,000 students are enrolled. Provost Vernese Edghill stated that the District began offering distance learning via video conferencing in the 1970's. Online courses have evolved over time.

Trustee Wolff inquired as to where the District was in the HLC process. Executive Director Gené Stephens stated that the District is at the end of the process. She also asked if the online courses were associated with a specific degree program. It was stated that most online courses are general education and business courses.

2. College to Careers

Associate Vice Chancellor Ileo Lott provided an update on College to Careers programming. He outlined various approved career pathways and the pipeline for when those courses will begin.

3. Proposed Academic Change (PAC) Process and Communication with Faculty Council

Associate Vice Chancellor Ileo Lott discussed the improved PAC process. Provost Vernese Edghill-Walden discussed the enhanced communication and collaboration with the Faculty Council.

Trustee Lawson asked about the length of the PAC process. Associate Vice Chancellor Ileo Lott stated that in the past, the process would take several years. With the new efficiencies, the process has been shortened to two to three months.

4. College Success

Associate Vice Chancellor Claudia Mercado provided an update on the expansion of College Success courses.

Trustee Wolff inquired about the number of students in College Success courses. Associate Vice Chancellor Claudia Mercado stated that 3,300 students were enrolled in the fall and 2,700 enrolled in the spring. This number is expected to increase when the course becomes mandatory.

Trustee Wolff asked about retention goals associated with College Success courses. Associate Vice Chancellor Mercado stated that the District would like to increase the four percent retention rate.

5. Academic and Operations Management

Associate Vice Chancellor Michael Mutz discussed operational improvements to the online admissions and graduation applications.

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 4:36 p.m.

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

Submitted by - Candace M. Montgomery, Assistant Board Secretary