

**32553**  
**APPROVED – BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**FEBRUARY 5, 2015**

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

**MINUTES**

**AD HOC CONSTRUCTION COMMITTEE MEETING**  
**DECEMBER 16, 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, an Ad Hoc Construction Committee meeting of the Board of Trustees of Community College District No. 508 was held on December 16, 2014 at 2:00 p.m., District Office, 226 W. Jackson Boulevard, Room 300, Chicago, Illinois 60606.

**ATTENDEES**

**TRUSTEES**

Paula Wolff, Chair  
Clarisol Duque

**CHIEF ADVISOR TO THE  
BOARD**

Leah Heinecke-Krumhus

**ASSISTANT BOARD**

**SECRETARY**

Candace Montgomery

**CHANCELLOR**

Cheryl L. Hyman

**GENERAL COUNSEL**

Eugene Munin

**OFFICERS OF THE DISTRICT**

Jim Frankenbach, Chief Operating Officer  
Craig Lynch, Chief of Staff  
Rasmus Lynnerup, Vice Chancellor, Strategy, Research and  
Organizational Effectiveness  
Jerrold Martin, Vice Chancellor, Information Technology  
Diane Minor, Vice Chancellor, Administrative and Procurement  
Services  
Beatrice O'Donnell, Vice Chancellor, Safety and Security

**COLLEGE PRESIDENTS**

President Anthony Munroe, Malcolm X College  
President Angelia Millender, Olive-Harvey College

**OTHER ATTENDEES**

Kai Love Davis	CCC-District Office
Tiffany Dixon	CCC-District Office
Katheryn Hayes	CCC-District Office
Brian Labelle	CCC-District Office
Jim McClean	CCC-District Office
Steve Saba	CCC-District Office
Michael Santangelo	CCC-District Office
Stephanie Calhoun	CMO
Andre Kirby	CMO
James Alexander	Illinois Action for Children
Adam Keyzers	Jacobs
Renauld Mitchell	Mood Nolan

**I. CALL TO ORDER**

Chair Paula Wolff called the December 16, 2014 Ad Hoc Construction Committee meeting to order at 2:03 p.m.

**II. ROLL CALL**

The Assistant Board Secretary called roll:

Chair, Paula Wolff	Present
Vice Chair, Ellen Alberding	Absent
Trustee Clarisol Duque	Present
Trustee Marisela Lawson	Absent
Trustee Everett Rand	Absent

**III. WELCOME REMARKS**

Chair Wolff welcomed the non-trustee member of the Ad Hoc Construction Committee; James Alexander-Illinois Action for Children.

**IV. AGENDA ITEMS**

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

Speakers: Deputy Chief Operating Officer, David Sanders, President Anthony Munroe, President Angelia Millender, Adam Keyzers-Jacobs, Renauld Mitchell-Moody-Nolan, Stephanie Calhoun-CMO and Andre Kirby-CMO.

**1. Olive-Harvey TDL Center Construction Update**

Vice Chancellor Diane Minor updated the committee on construction progress.

VC Minor noted the removal of unforeseen utilities throughout the east portion of the CDL training pad. Chair Wolff asked if there was a problem with the utilities. VC Minor stated that it wasn't a problem. The utilities were unexpected and needed to be removed, replaced and/or relocated.

**2. Malcolm X College Project Management/Utility Relocation Update**

Adam Keyzers reviewed the programmatic schedule and shared information regarding Phase II of utility relocation and utility supply. Mr. Keyzers also discussed the Quality Assurance/Quality Control program and provided a transition planning update.

James Alexander asked for more information on the purge campaign discussed in the transition plan. Chancellor Hyman explained that some items will move to the new building while others will be donated.

Chair Wolff inquired about the process for focus groups, particular how the team communicates with the groups after decisions have been made. David Sanders stated that liaisons and stakeholders have been identified from each campus, meetings will be held on a monthly basis to discuss the information that was gathered and explain what will be included in transition plan.

Mr. Alexander asked if faculty from every campus would be impacted by the move. President Munroe stated that every campus with the exception of Harold Washington College will be impacted by the move.

Trustee Duque asked which campus would have the largest impact. Chancellor Hyman stated that both Truman College and Daley College will be the most impacted. Wright College and Harold Washington College have the least amount of faculty/staff moving.

**3. Malcolm X College Community Affairs Plan**

Vice Chancellor Diane Minor provided an update on the diversity commitments to date.

Trustee Duque asked how many zip codes were used to recruit participants. VC Minor stated that approximately four to five zip codes in the area surrounding Malcolm X were used. However, they are looking to expand the zip codes further west as well as north and south of the campus.

**4. Malcolm X College Architect Update**

Renauld Mitchell reviewed the procurement status report, parking garage strategy, exterior signage and the classroom IT/audio visual plan.

**5. Malcolm X College General Contractor Update**

Stephanie Calhoun provided a construction update.

Andre Kirby discussed a few initiatives CMO has been working on for the past several weeks. (1) the strategic partnership program, which is a 20-week program aligned with small local business to teach fundamental business skills and core construction management. (2) STEM events with local CPS schools and (3) a partnership with Jonnie's Angels Foundation to provide gifts for the homeless during the holiday season.

Chair Wolff asked who in the organization attends the strategic partnership training. Mr. Kirby stated that CMO initially targets the president or CEO. Thereafter, businesses usually determine who in the organization is best suited to attend.

Chair Wolff asked if participants receive a certificate of completion. Mr. Kirby stated that it's more of a certificate that represents the participant's completion of all the courses and the increased knowledge of standard expectations for general contractors and subcontractors. Chair Wolff asked if the participants are placed on a subcontractor list. Ms. Calhoun noted that a few firms currently working on the MXC project are also participating in the program.

This concluded the review of agenda items.

V. **AJOURNMENT**

Chair Wolff asked for a motion to adjourn the meeting.

<Motion>Trustee Clarisol Duque

<Second>Chair Paula Wolff

Meeting Adjourned 3:27 p.m.

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

**Submitted by - Candace M. Montgomery, Assistant Board Secretary**