

**33022**  
**APPROVED—BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**AUGUST 4, 2016**

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

**MINUTES**

**ACADEMIC AFFAIRS AND STUDENT SERVICES COMMITTEE MEETING**  
**FRIDAY, JUNE 10, 2016**  
**DISTRICT OFFICE – 226 W. JACKSON BOULEVARD, ROOM 301**

Pursuant to provisions of the Illinois Public Community College Act, as amended of the State of Illinois, County of Cook, an Academic Affairs and Services Committee meeting of the Board of Trustees of Community College District No. 508 was held on Friday, June 10, 2016 at 11:00 A.M., District Office, 226 W. Jackson Boulevard, Room 301, Chicago, Illinois 60606.

**ATTENDEES**

**TRUSTEES**

Marisela Lawson, Committee Chair  
Clarisol Duque  
Isaac S. Goldman  
Gary Gardner, Vice Chair  
Charles R. Middleton, Chair

**OFFICERS OF THE DISTRICT**

Craig Lynch—*Chief of Staff and Enterprise Services*  
Rasmus Lynnerup—*Executive Vice Chancellor and Chief Strategy Officer*  
Laurent Pernot—*Executive Vice Chancellor and Senior Adviser*  
Beatrice O'Donnell – *Vice Chancellor, Safety and Security*

**ASSISTANT BOARD SECRETARY**

Bethany Myles

**CHIEF ADVISOR TO THE BOARD**

Tracey B. Fleming

**CHANCELLOR**

Cheryl L. Hyman

**GENERAL COUNSEL**

Eugene Munin

**OTHER ATTENDEES**

Marty Kaplan	CCC - District Office
Scott Martyn	CCC - District Office
Hilary Hodge	CCC - District Office
Meredith Ament	CCC – District Office
Charles Ansell	CCC - District Office
Nancy Chavez	CCC - District Office

**I. CALL TO ORDER**

Committee Chair Lawson called the June 10, 2016 Academic Affairs and Student Services Committee meeting to order at 11:02 A.M.

**II. ROLL CALL**

The Chief Advisor to the Board called roll:

Clarisol Duque	Present
Gary Gardner	Present
Marisela Lawson	Present
Charles R. Middleton	Present

**III. COMMITTEE CHAIR REMARKS**

Committee Chair Lawson thanked the trustees for their attendance and participation and thanked Executive Vice Chancellor Lynnerup and staff for their efforts in preparing the meeting materials.

**IV. CHANCELLOR REMARKS**

Chancellor Hyman introduced the coming presentations from the Office of Strategy and Academic Governance. The Chancellor thanked the EVC Lynnerup and team for their work and noted the marked improvements in the areas of advisement and STAR partnerships.

**V. AGENDA ITEMS**

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

Speakers: Executive Vice Chancellor and Chief Strategy Officer, Rasmus Lynnerup; Senior Associate Vice Chancellor, Charles Ansell; Senior Associate Vice Chancellor Scott Martyn; and Senior Associate Vice Chancellor, Nancy Chavez.

**1. Reinvention Update**

EVC Lynnerup briefly outlined the meeting’s agenda including updates on Student GPS, assessing

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incoming students and Compass, recent HLC reaccreditation visit, and One-Stop Shops.

- **Follow-Up From Last Sub-Committee Meeting**

- Student GPS

- Senior Associate Vice Chancellor Ansell provided an update on technical and process enhancements to Student GPS.

- STAR Partnerships

- SAVC Ansell and EVC Lynnerup discussed efforts to expand the STAR Scholarship program and “2 + 2 Agreements”.

Chair Middleton asked whether or not students participating in “2 + 2 Agreements” must apply to the four-year institution or if their admission is automatic.

EVC Lynnerup stated it varies by institution. Chair Middleton asked for further institution-specific information on the STAR partnerships. EVC Lynnerup said that information would be supplied to the Board.

SAVC Ansell discussed academic advising staffing and recent student retention efforts.

Vice Chair Gardner asked if the academic advising statics presented varied by college.

SAVC Ansell responded that there is some slight variability as a couple of the colleges seems to be better equipped to handle and advise some of the higher-risk students.

Chair Lawson asked about the ratio of advisors to students, district wide.

EVC Lynnerup answered that it is currently 1:275. Chancellor Hyman stated it was previously as high as 1:1,300 and that advising has been an area of significant investment.

Chair Lawson asked Senior Associate Vice Chancellor Ansell to name the two colleges with particularly successful advising programs.

SAVC Ansell said Truman College and Kennedy-King were the two he was alluding to in his earlier remarks. He attributed their advising successful to various factors including a more complete staff of advisors due to staff turnover and the subsequent filling of vacancies ahead of fall registration.

Trustee Duque asked about the retention and academic performance of STAR scholars, specifically GPA requirements.

Chancellor Hyman stated that the average GPA for STAR scholars is 2.93 GPA and that to remain in the program students must continue to meet City Colleges of Chicago’s academic standards, per the *Student Academic Handbook*.

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Chair Middleton discussed national GPA trends of transfer students.

Student Placement Testing

EVC Lynnerup reminded the Committee that the student placement testing previously used by the District--COMPASS--is being discontinued. EVC Lynnerup then asked Senior Associate Vice Chancellor Martyn to present an update on placement testing.

SAVC Martyn discussed how a committee made up of representatives across the District, including faculty, selected the new placement testing vendor, McCann and provided an update on the work of the committee to implement the new product before November, when COMPASS will become obsolete.

Chair Lawson asked the working relationship between the placement testing sub-committee and McCann and whether or not the products were being purchased “out of the box” or were being specially modified for CCC.

EVC Lynnerup responded that certain features of the products were contracted out. SAVC Martyn said that only the basic platform and the specific components of the McCann product that were needed were purchased by the District.

SAVC Martyn discussed additional features of the product including faculty workflow alerts and remote access. SAVC Ansell also reported on ALEKS, the new math placement testing tool.

Vice Chair Gardner discussed a remediation tool developed by faculty at Daley College.

HLC Reaccreditation Visit

EVC Lynnerup discussed the preparation for the HLC visit and the positive result of the Kennedy-King visit.

Chair Middleton asked which college the HLC would visit next.

EVC Lynnerup stated Malcom X would be evaluated next.

Chair Middleton requested a calendar of accreditation visits for all the colleges.

Chair Lawson asked when an official response to the Kennedy-King evaluation visit would come.

EVC Lynnerup stated he believed a formal report would be available in June 2016.

Chair Middleton asked if any focus visits were requested.

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EVC Lynnerup said no.

One-Stop Shops

Associate Vice Chancellor Claudia Mercado discussed One-Stop Shops and how they are aimed at enhancing student experiences and improving the registration process. AVC Mercado also addressed some of the special and operational considerations encountered as One-Stop Shops are being designed and implemented. AVC Mercado stated August or September roll-out dates are anticipated for One-Stop Shops throughout the District.

Chair Lawson asked for clarification on the time line for One-Stop Shop completions.

AVC Mercado discussed some of the unique construction and design issues experienced at each campus resulting in differing timelines for completion at each college.

- **Next Steps**

Senior Associate Vice Chancellor Ament discussed some items that would be before the Board in July including a resolution for two new certificate programs and the purchase of library materials.

EVC Lynnerup stated the Office of Strategy and Academic Governance would continue to focus on the four priorities outlined earlier in the year: Student GPS, Learning and Assessment, Policy Revamp and Placement.

**VI. ADJOURNMENT**

Committee Chair Lawson asked for a motion to adjourn.

<Motion> Chair Charles R. Middleton

<Second> Trustee Clarisol Duque

Motion Carried.

Meeting Adjourned 11:49 a.m.

**Clarisol Duque  
Secretary  
Board of Trustees**

**Submitted by – Bethany Myles, Assistant Board Secretary**