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**APPROVED—BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
AUGUST 3, 2018**

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

**MINUTES**

**MEETING OF THE COMMITTEE ON ACADEMIC AFFAIRS AND STUDENT SERVICES  
FRIDAY, JANUARY 19, 2018  
DISTRICT OFFICE, ROOM 301  
226 W. JACKSON BLVD, CHICAGO, IL 60606**

Pursuant to provisions of the Illinois Public Community College Act, as amended of the State of Illinois, County of Cook, a meeting of the Academic Affairs and Student Services Committee of the Board of Trustees of Community College District No. 508 was held on Friday, January 19, 2018 at 1:00 p.m., District Office, Room 301, 226 W. Jackson Blvd., Chicago, IL 60606.

**ATTENDEES**

**TRUSTEES**

Elizabeth Swanson, Vice Chair  
Deborah Telman  
Diana Campos, Student Trustee

**OFFICERS OF THE DISTRICT**

Eric Lugo – *Executive Vice Chancellor of Institutional Advancement*

**CHIEF ADVISOR TO THE BOARD**

Tracey B. Fleming

**CHANCELLOR**

Juan Salgado

**PROVOST AND CHIEF ACADEMIC  
OFFICER**

Mark Potter

**GENERAL COUNSEL**

Eugene Munin

**OTHER ATTENDEES**

Lydia Stazen	CCC District Office
Kate Connor	Harry S Truman College
Angela Cotromanes	Harry S Truman College
Leslie Layman	Harry S Truman College
Michael Crawford	CCC District Office
Erica Schweitzer	Malcolm X College

**I. CALL TO ORDER**

Vice Chair Swanson called the January 19, 2018 meeting of the committee on Academic Affairs and Student Services to order at 1:00 p.m..

**II. ROLL CALL**

The Chief Advisor to the Board called roll:

Elizabeth Swanson	Present
Diana Campos	Present (teleconference)
Deborah Telman	Present (arrived late via teleconference)

**III. WELCOME**

Vice Chair Swanson thanked everyone for coming on a Friday afternoon, noting that she was looking forward to the presentations.

**IV. CHANCELLOR REMARKS**

Chancellor Salgado began by noting that today's committee presentation would focus on the Wellness Centers. The Chancellor also mentioned the announcement from the previous day about the launch of a new initiative to deploy post-secondary navigators, continuing the partnership with Chicago Public Schools. He also noted the board report that would help enhance the educational offerings at Truman College. Chancellor Salgado spoke about the upcoming gathering of early childhood education faculty on January 26 to kick off a summit and recruitment effort to ensure robust offerings within the program.

**V. REVIEW OF FEBRUARY BOARD REPORTS**

Vice Chair Swanson initiated the review of the February board reports. Provost Potter began by reviewing Resolution 1.01 regarding full time faculty renewals and tenure decisions. Vice Chair Swanson inquired about the qualifying process. Provost Potter outlined the process, while also noting that the criteria for tenure was less reliant on scholarship and research and more on teaching. He noted that it is important for faculty to know how to measure and document the impact of instruction in the classroom.

Provost Potter continued by reviewing Resolutions 1.02 and 1.03 which pertained to new programs in basic certificates in bilingual education and English as a Second Language (ESL) at Truman College.

Review of the Resource Development Report was deferred until after the discussion about the Truman programs.

## **VI. REVIEW OF AGENDA ITEMS**

Speakers: Mark Potter, Provost; Kate Connor, Interim Dean of College to Careers, Truman College; Eric Lugo, Executive Vice Chancellor of Institutional Advancement; Erica Schweitzer, Clinical Director of Wellness Center, Malcolm X College

### **• New Certificate Programs at Truman College**

Provost Potter introduced Kate Connor, Interim Dean of College to Careers at Truman College. Interim Dean Connor spoke about the context of Truman's early childhood education programs and language programs, noting the existing certificates and endorsements already offered. She noted that CCC was the first and only community college offering ESL and bilingual certificates, as confirmed with the ICCB. Interim Dean Connor noted the importance of providing teachers with the skills they need in these areas.

Vice Chair Swanson vocalized her support and affirmed the work being done by the Joyce Foundation, CCC, and other organizations regarding early childhood education and language training.

Interim Dean Connor affirmed the work needed to be done still, but also noted the plentiful and supportive collaboration from other Chicago agencies such as CPS, DFSS, and City Hall.

Vice Chair Swanson asked who the four year partners for Truman early childhood programs were. Interim Dean Connor listed universities such as Kendall, National Louis, University of Chicago, Governor's, St. Xavier, and Roosevelt.

Chancellor Salgado inquired about the enrollment for fall. Interim Dean Connor shared the preference for a cohort of 25 with intentions to scale up from there with more interest. She also noted that there would always be students popping in and out to take the coursework and not necessarily be in the cohort. The Chancellor asked if there would be a demand for the course more than CCC had the ability to provide. Interim Dean Connor noted that they were eager to make some hires to support the work.

Next, Executive Vice Chancellor Lugo introduced the new Vice Chancellor of Institutional Advancement, Lydia Stazen. He then moved into reviewing the Resource Development Report.

### **• Wellness Centers Overview and Discussion**

Provost Potter began the discussion on Wellness Centers by noting the full ecosystem of supports provided to students, noting that the Wellness Centers were one such touch point of support to help students work towards their goals. He then introduced the Clinical Director of the Malcolm X Wellness Center, Erica Schweitzer.

Ms. Schweitzer began by affirming the Provost's comment about approaching students as whole persons, including physicality, ability to learn, intelligence, and emotional well-being. She also noted that the Wellness Center retention rates are 9-20% higher than the retention rates of their home colleges, crediting student engagement in confidential services.

Next, Ms. Schweitzer outlined the various Wellness Center services available to students, faculty, and staff. She also noted that all the Wellness Centers at each college were part of one system, allowing for students to utilize services regardless of which college they were at. Vice Chair Swanson asked if there was a shared data system that aided in this process. Ms. Schweitzer reported that yes, there was a medical records program utilized by the clinical clinicians.

Chancellor Salgado inquired about Wellness Center capacity and if students had to wait often for service. Ms. Schweitzer responded that sometimes students had to wait, as a result of staffing and saturation levels. However, she noted, the Wellness Centers have a walk-in policy in an effort to see people as soon as they walk through the door.

Ms. Schweitzer also described the behavioral assessment process and supportive intervention processes in place to help support individuals separate from punitive measure and disciplinary processes. Additionally, Ms. Schweitzer reported on the emergency funds available to students and noted that unlike many colleges, there is no limit to the number of sessions available to students. Vice Chair Swanson inquired about how many students utilize the emergency cash funds. Ms. Schweitzer noted that the fund was brand new, but extremely helpful. Chancellor Salgado affirmed the importance of raising additional dollars and having dedicated resources for the Wellness Centers.

Ms. Schweitzer ended by discussing the importance of looking at the student as a whole person.

Vice Chair Swanson thanked everyone for their presentations and their dedication to students and student success.

## **VII. ADJOURNMENT**

Upon concluding that there were no more questions or business to come before the committee, Vice Chair Swanson noted that based on the review of the board reports, she would be recommending the reviewed Resolutions and Reports for approval at the February 1, 2018 Regular Board Meeting. The meeting was then adjourned.

Meeting Adjourned 2:21 p.m.

**Clarisol Duque  
Secretary  
Board of Trustees**

**Submitted by – Ashley Kang, Assistant Board Secretary**