Pursuant to provisions of the Illinois Public Community College Act, as amended of the State of Illinois, County of Cook, a joint meeting of the Finance and Administrative Services and Academic Affairs and Student Services Committees of the Board of Trustees of Community College District No. 508 was held on Thursday, April 19, 2018 at 9:00 a.m., District Office, Room 301, 226 W. Jackson Blvd., Chicago, IL 60606.

ATTENDEES

TRUSTEES
Elizabeth Swanson, Vice Chair
Clarisol Duque, Secretary
Karen Kent
Deborah Telman

OFFICERS OF THE DISTRICT
Joyce Carson – Chief Financial Officer
Carmen Lidz – Vice Chancellor, Information Technology
Diane Minor – Vice Chancellor, Administrative and Procurement Services
Lydia Stazen – Vice Chancellor, Institutional Advancement

CHIEF ADVISOR TO THE BOARD
Tracey B. Fleming

PROVOST AND CHIEF ACADEMIC OFFICER
Mark Potter

GENERAL COUNSEL
Karla Gowen
OTHER ATTENDEES

Jeff Wong    CCC District Office
Kai Love Davis    CCC District Office
Michael Crawford    CCC District Office
Christian Collins    CCC District Office
Stephanie Krah    CCC District Office
Bob Robbins    CCC District Office
John Gasiorowski    CCC District Office

I. CALL TO ORDER

Secretary Duque called the April 19, 2018 Joint Meeting of the Committees on Finance and Administrative Services and Academic Affairs and Student Services to order at 9:00 a.m..

II. ROLL CALL

The Chief Advisor to the Board called roll:

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
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<tr>
<td>Clarisol Duque</td>
<td>Present</td>
</tr>
<tr>
<td>Elizabeth Swanson</td>
<td>Present</td>
</tr>
<tr>
<td>Karen Kent</td>
<td>Present (arrived late)</td>
</tr>
<tr>
<td>Deborah Telman</td>
<td>Present (arrived late)</td>
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III. WELCOME

Secretary Duque welcomed everyone to the first Joint Committee Meeting, acknowledging that there were many new faces in the room. The Secretary asked for everyone to go around the room and introduce themselves. She also thanked Vice Chair Swanson for joining her.

IV. PROVOST REMARKS

Provost Potter noted that he would be standing in for the Chancellor, who had prepared some remarks to share. The Provost acknowledged the new faces in the room, by introducing the new General Counsel, Karla Gowen. He alluded to General Counsel Gowen’s presentation about the agreement with adjunct faculty. The Provost praised the team that worked on the agreement. Provost Potter also noted the new Vice Chancellor of Information Technology, Carmen Lidz, and the work she had already completed in getting to know the District needs. The Provost also introduced Jeff Wong, Associate Vice Chancellor of Business Enterprises and his upcoming review of Agreement 4.05. Provost Potter noted Bob Robbins, Associate Vice Chancellor of Student Financial Services, and his presentation on streamlining student financial aid services.

V. REVIEW OF AGENDA ITEMS

Speakers: Diane Minor, Vice Chancellor of Administrative and Procurement Services; John Gasiorowski, Inspector General
MBE/WBE Update

The full presentation on MBE/WBE compliance can be found online.

Vice Chancellor Minor began by providing context to CCC’s minority utilization program adopted in 1993 with the goals to use 25% minority firms and 7% women firms both through direct and indirect participation. The Vice Chancellor noted that in Fiscal Year 2017, over 21 million dollars was awarded to M/WBE firms, with 16.8 million dollars going to minority firms and 4.3 million to women firms, exceeding the District target goals of 25% and 7%, respectively. Secretary Duque clarified that this included contractors and subcontractors.

The Vice Chancellor also spoke about the new software program being utilized to track and verify payments, allowing for easier use on the contractor and vendor side as well as for CCC staff. She also shared about FY18 M/WBE compliance, noting that currently in the first two quarters compliance was slightly under the 25% goal for minority firms and that the District was working on improving this number. Vice Chancellor Minor pointed out the difference between construction and non-construction spending, noting that the construction of the new Malcolm X building had increased the need and opportunities for M/WBE construction firms.

Vice Chancellor Minor also spoke about the efforts to bring more M/WBE vendors to CCC and the outreach efforts done with sister agencies within the city. Trustee Telman inquired about the work being done to encourage vendors to hire CCC grads. Vice Chancellor Minor shared about the how this was done often with Dawson students. Trustee Telman asked if it was part of the RFP process. Vice Chancellor Minor responded that yes, it was part of the process and continuing to be developed. Secretary Duque asked for further updates and the language included in RFPs surrounding this issue, to which the Vice Chancellor affirmed.

The Vice Chancellor continued by remarking on internships and the work being done at the college level to utilize M/WBE firms for contracts under $25,000. She also noted the recent bond issuance that utilized 25.53% MBE firms and 8% WBE firms, a significant achievement.

Vice Chair Swanson and Secretary Duque asked for further FY18 updates as they came in. Secretary Duque asked the Inspector General if there were any complaints regarding the M/WBE program. Inspector General Gasiorowski responded that there have not been any.

Secretary Duque thanked Vice Chancellor Minor for the presentation, noting that M/WBE was an area that could always be improved, especially when regarding how it can positively impact students and the surrounding communities.

VI. REVIEW OF MAY BOARD REPORTS

Next, Secretary Duque initiated the review of the May 2018 board reports. Provost Potter began by reviewing Resolution 1.00 that established a new program at Wright College on computer numerical control.

General Counsel Gowen reviewed Resolution 1.01 regarding the collective bargaining agreement between CCC and the labor organizing committee IEA-NEA. Trustee Telman asked how the agreement impacted the budget with the retroactive pay increase. Chief Financial Officer Carson noted that the retroactive pay was higher than what was budgeted for the year, and that there would be overage; however, CFO Carson affirmed that the rates were established based on
market rates. Secretary Duque asked how much was being deferred. CFO Carson responded 2 million.

Next, Vice Chancellor Stazen reviewed the Resource Development Report. Secretary Duque inquired how CCC had done with applying for National Science Foundation grants previously. Vice Chancellor Stazen noted that a few had been received over the years, as NSF grants are highly competitive.

Vice Chancellor Minor continued the review process by reporting on Agreement 4.00 with Otis Elevator regarding maintenance of elevators at Malcolm X College. Secretary Duque asked who the current vendor was, and if there was a no hire list for the future. Vice Chancellor Minor noted the vendor in question as Professional Elevator Services, and that a no hire list was something being looked into.

CFO Carson and Associate Vice Chancellor Student Financial Services Robbins reported on Agreement 4.01 with Proeducation Solutions to move financial aid verification from paper to an electronic portal. Trustee Telman asked about platform security and privacy. CFO Carson noted that the Office of Information Technology had been very involved in the evaluation process for such matters. Trustee Telman also inquired about the vendor being a potential source of employment for CCC graduates since it was out-of-state. Associate Vice Chancellor Robbins noted that Proeducation Solutions most likely would not hire CCC graduates since they would not have the amount of experience in the field required; this minimum years of experience for Proeducation Solution employees had been a strength in the vendor selection process. Secretary Duque asked how many financial aid staff CCC currently had. Associate Vice Chancellor Robbins responded that there were 85 across the District, all of whom would be trained and developed more to utilize the new software.

CFO Carson reviewed Agreement 4.02 regarding corporate travel planners. Provost Potter reviewed Agreement 4.03 regarding continuing to contract out for sign language interpretation services, and Agreement 4.04 regarding extending the agreement for student transportation for events.

Next, Associate Vice Chancellor Wong presented on Agreement 4.05 which would bring Fooda to the District as the food services provider. Trustee Kent raised the point about labor relations and affiliations with unions. Associate Vice Chancellor Wong continued by presenting on Agreement 4.06, the separate bid to bring Fooda to childcare service centers around the District.

Vice Chancellor Lidz reviewed Agreement 4.07 regarding voice over internet protocol. Provost Potter reported on Purchases 5.00 and 5.01 which would provide vehicles for the automotive programs at Kennedy-King College and Truman College. The Provost also reviewed Purchase 5.02, the purchase of a welding machine simulator for Dawson Technical Institute.

Vice Chancellor Minor noted the need for another resolution to authorize the temporary move and relocation of District employees from 226 W. Jackson Blvd to the temporary space at 17 N State Street while 180 N Wabash was under construction. Trustee Telman noted the inconvenience of moving people twice, which Vice Chancellor Minor affirmed, but also described the steps being taken to minimize the inconvenience.

Finally, General Counsel Gowen reviewed the payment of legal invoices.
Secretary Duque announced that based on the review of the resolutions, reports, agreements, and purchases, and legal invoices, she would be recommending that they be presented to the Board for approval at the May 3, 2018 Regular Board Meeting.

VII. MOTION FOR CLOSED SESSION

Pursuant to the Illinois Open Meetings Act, Secretary Duque asked for a roll call vote to hold Closed Session at 10:08 a.m. for the discussion of exceptions: 2(c)(1) “the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity” and 2(c)(2) “collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees”.

<Motion> Trustee Deborah Telman  
<Second> Vice Chair Elizabeth Swanson

Motion carried.

The Chief Advisor to the Board called the roll,

Clarisol Duque Aye
Elizabeth Swanson Aye
Karen Kent Aye
Deborah Telman Aye

There were four ayes, zero nays, and no abstentions or recusals.

VIII. RETURN FROM CLOSED SESSION

Closed Session ended at 11:01 a.m. Upon the Board’s return, Secretary Duque reconvened the April 19, 2018 Joint Committee Meeting and noted that no action was taken by the Board during Closed Session.

IX. ADJOURNMENT

Concluding that there was no further business to come before the Committee, Secretary Duque adjourned the meeting.

Meeting Adjourned 11:02 a.m.

Clarisol Duque
Secretary
Board of Trustees

Submitted by – Ashley Kang, Assistant Board Secretary