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APPROVED—BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 5, 2018

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, JULY 28, 2017
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 Student Services Committee meeting of the Board of Trustees of Community College District No. 508 was held on Friday, July 28, 2017 at 1:00 p.m., District Office, 226 W. Jackson Boulevard, Room 301, Chicago, Illinois 60606.

ATTENDEES

TRUSTEES

Marisela Lawson, Committee Chair
Darrell Griffin
Deborah Telman
Charles R. Middleton, Chair

OFFICERS OF THE DISTRICT

Joyce Carson – *Chief Financial Officer*
Diane Minor – *Vice Chancellor, Administrative and Procurement Services*
Jonathan Keiser – *Deputy Provost*

CHIEF ADVISOR TO THE BOARD

Tracey B. Fleming

COLLEGE PRESIDENTS

Eduardo Garza - *Richard J. Daley College*

CHANCELLOR

Juan Salgado

PROVOST AND CHIEF ACADEMIC

OFFICER

Mark Potter

GENERAL COUNSEL

Eugene Munin

OTHER ATTENDEES

Meredith Sparks-Ament	CCC District Office
Catherine Sikora	Daley College
Anita Ramirez	Daley College
Athanassios Kodogeorgiou	Daley College
Christopher Sala	Daley College

I. CALL TO ORDER

Committee Chair Lawson called the July 28, 2017 Academic Affairs and Student Services Committee meeting to order at 1:00 p.m.

II. ROLL CALL

The Chief Advisor to the Board called roll:

Darrell Griffin	Present
Charles R. Middleton	Present
Marisela Lawson	Present
Deborah Telman	Present (arrived 1:15 p.m.)

III. WELCOME

Committee Chair Lawson thanked everyone for their presence and extended a welcome to Chancellor Salgado and Provost Potter. Committee Chair Lawson reaffirmed the purpose of the committee meeting: to provide the trustees an opportunity to review, ask questions, and dig deeper into the board items before taking action at the upcoming board meeting. The Committee Chair also shared the hope of the trustees to continue engaging with those behind the scenes doing the daily work as well.

IV. CHANCELLOR AND PROVOST REMARKS

There were no Chancellor or Provost remarks.

V. REVIEW OF AGENDA ITEMS

The full presentation of agenda items can be viewed online.

Speakers: Mark Potter, Provost; Jonathan Keiser, Deputy Provost; Catherine Sikora, Professor at Daley College; Juan Salgado, Chancellor; Eduardo Garza, Interim President of Daley College; Anita Ramirez, Professor at Daley College; Christopher Sala, Coordinator of C to C of Advanced Manufacturing at Daley College; Athanassios Kodogeorgiou, Professor at Daley College

- **Sabbatical Recommendations**

Provost Potter began by sharing the colleges' sabbatical recommendations, which encompassed semester and year-long sabbaticals taken at 50 percent pay (semester-long) or 100 percent pay (year-long). Provost Potter explained the process of putting forth names for sabbatical, the review process at the college level, and then the audit role that the District Office plays. The Provost noted that the collective bargaining agreement indicates that 5 percent of full-time faculty should be on sabbatical, and also remarked on the value of sabbaticals for faculty members.

Trustee Griffin asked how many total faculty qualify for sabbatical.

Deputy Provost Keiser answered there are 589 total faculty members – noting that those ineligible for sabbatical are those who have gone on sabbatical within the last six years – and of that 589, about 100 to 150 are eligible for sabbatical currently.

Trustee Griffin followed up by asking how often sabbatical is.

Provost Potter responded that faculty members are eligible every six years, but it is not automatic, as faculty members must apply for it.

Chair Middleton asked if there is any way to check if a faculty member did the work that they said they would during their last sabbatical before they are granted another one.

Deputy Provost Keiser responded yes, and that faculty members cannot be reinstated to start teaching again without a report that outlines their deliverables.

Deputy Provost Keiser noted that after sabbaticals are approved during the August board meeting, sabbaticals are open up again in October for the spring semester – the board reports for those approvals would be brought to the February board meeting.

- **Promotion in Rank Recommendation**

Next, Provost Potter noted a rank promotion recommendation from assistant to associate professor for a Wright College faculty member.

Trustee Telman asked if the promotion was based on years of service or other qualifications.

Deputy Provost Keiser remarked that the qualifications include additional schooling or coursework at the graduate level and submission of a portfolio of work.

- **Daley Engineering and Advancement Manufacturing Programs**

Next, Provost Potter presented on the engineering and advanced manufacturing programs at Daley College.

Trustee Telman asked if there are barriers that could hinder the programs and how to get students into the programs.

Chancellor Salgado remarked about the 50K Coalition and the work being done to get community college students to career paths and not necessarily weeding students out of those paths. The Chancellor also commented on the financial challenges, and the difficulties with colleges of engineering to accept community college graduates.

Chair Middleton noted that it seemed to be an organizational and structural issue as well, as four-year engineering schools tend to act as four-year elite institutions, because students wanting to study chemical engineering are limited in options of schools whereas students who want to study chemistry can go anywhere, thus giving schools options to weed out students they want.

Trustee Telman affirmed the Chair's comment, also wondering what could be done to encourage students to stay focused on fields where they do not always see people who look like them.

Committee Chair Lawson asked whether the engineering workforce's path was based on obtaining a bachelor's first, or if it included getting an associates and working for a bit before getting a bachelor's. Following up, the Committee Chair also asked if there were different paths because of the types of students, and how to engage with the private sector.

Provost Potter said that there are different paths, though not common ones and not reflected in the presentation graphic because they hold bachelor and master's degrees.

Professor Sikora noted that there are jobs for those with a two-year degree in engineering technology, describing the different things a person could be doing with a two-year degree. She noted that a lot of people finish two years, work for a while, and then go to school another two years.

Trustee Telman asked if the openings in the field are for associate or bachelor degrees.

Provost Potter said that they typically would be for bachelor and master degree holders, at least for the engineering line. The Provost went on to talk about the different engineering pathways already available at Daley College.

Trustee Telman asked what major it was, noting that the requirements for ME majors to get into engineering schools are different.

Provost Potter affirmed this, noting that there are ones for civil, electrical, and mechanical

engineering. Students would need to talk to their advisor to find out what the specific requirements are to be able to transfer into a Bachelor's of Mechanical Engineering program.

Committee Chair Lawson asked how students are helped and supported during the process of trying to decide if they want to engage in engineering when starting at CCC.

Chancellor Salgado noted that CCC does not necessarily have as strong of a presence or visibility in engineering as it does in things like health care, noting the desire to grow this.

Committee Chair Lawson asked if skills are getting outdated, especially with automation, and how many adult learners are coming back to refresh their skills.

Mr. Sala responded that incumbent workers are a big part of the program.

Trustee Telman asked about the existing population of AES and AS degrees, whether it reflected the population of Chicago in term of women and minorities.

Dr. Kodogeorgiou responded that the AES degree reflects the community that Daley is in, which is 70 percent Hispanic, 10 to 15 percent African-American, and another 10 to 15 percent white.

Trustee Telman noted that that was a concern in regards to how to target the rest of the population, and asked about what the plan was.

Chancellor Salgado stated that there was no intentional effort that criss-crosses the entire city, noting that without intentional efforts, the programs will reflect the community around the college. The Chancellor noted that it is important to come up with a recruitment strategy. Chancellor Salgado noted several options, such as allowing students to take prerequisites at their home college, and then finish off at whatever college is the hub for their particular specialty.

Trustee Telman expressed her concern over lack of a concrete plan, and encouraged the Chancellor and staff to create a specific recruitment plan.

Provost Potter noted several core areas to focus on, including getting the message out in Chicago that CCC is a viable place to study engineering and advanced manufacturing, work with adult education students to transition them into for-credit programs, support Dev Ed students, and having engaged and supportive tutoring.

Trustee Lawson asked about the status of each of those benchmarks, the strengths, and status.

President Garza spoke about the new adult transition program, and how Daley is coming up with better strategy around these specific programs.

Trustee Lawson acknowledged the hard work that went into the presentation, while also noting that solid benchmarks and deliverables would be helpful in order track progress and growth in the future.

VI. ADJOURNMENT

With the conclusion of the discussion regarding the Daley Engineering and Advancement Manufacturing Programs, Committee Chair Lawson asked for a motion to adjourn.

<Motion> Chair Charles Middleton
<Second> Trustee Darrell Griffin

Motion Carried

Meeting Adjourned 2:43 p.m.

**Clarisol Duque
Secretary
Board of Trustees**

Submitted by – Ashley Kang, Assistant Board Secretary