

**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
THURSDAY, JULY 11, 2019
HAROLD WASHINGTON COLLEGE
30 EAST LAKE STREET, CHICAGO, IL 60601
ROOM 1115**

Pursuant to provisions of the Illinois Public Community College Act, as amended of the State of Illinois, County of Cook, a meeting of the Committee on Academic Affairs and Student Services of the Board of Trustees of Community College District No. 508 was held on Thursday, July 11, 2019 at 12:30 p.m., Harold Washington College, 30 East Lake Street, Chicago, IL 60601, Room 1115.

ATTENDEES

TRUSTEES

Elizabeth Swanson, Committee Chair
Walter E. Massey, Chair
Peggy A. Davis
Karen Kent
Darrell A. Williams

OFFICERS OF THE DISTRICT

Veronica Herrero – Chief Strategy Officer
Carmen V. Lidz – Chief Information Officer
Eric B. Lugo – Executive Vice Chancellor & Chief of Staff
Maribel Rodriguez – Chief Financial Officer
Kimberly Ross – Chief Talent Officer

ASSISTANT BOARD SECRETARY

Ashley Kang

CHIEF ADVISOR TO THE BOARD

Tracey B. Fleming

PRESIDENTS

Kimberly Hollingsworth – President, Olive-Harvey College
Shawn Jackson – President, Harry S Truman College
David Potash – President, Wright College
David A. Sanders – President, Malcolm X College

CHANCELLOR

Juan Salgado

PROVOST AND CHIEF ACADEMIC

OFFICER

Mark Potter

GENERAL COUNSEL

Karla Mitchell Gowen

OTHER ATTENDEES

Sheila Johnson	CCC District Office
Debra King	CCC District Office
Jeff Wong	CCC District Office
Marcia Lewis	CCC District Office
Daniel Sternfield	CCC District Office
Sarah Lichtenstein Walter	CCC District Office
David Anthony	CCC District Office
Oscar Orellana	CCC District Office
Anne Kennedy	CCC District Office
Katheryn Hayes	CCC District Office
Kasia Sanchez	CCC District Office
Rohit Paul	CCC District Office
Maureen Fitzpatrick	CCC District Office
Brittany Jackson Kairis	CCC District Office
Latesha Dickerson	City Bureau
Steve Nash	CCC District Office
Ralph Passarelli	CCC District Office
Savio Pinto	CCC District Office
Kate McGee	WBEZ
Sonia Flores	Richard J. Daley College
Adriana Tápanes-Inojosa	FC4, Harold Washington College
April Hansen	McCorkle Litigation Services

I. CALL TO ORDER

Vice Chair Swanson called the July 11, 2019 meeting of the Committee on Academic Affairs and Student Services to order at 12:31 p.m..

II. ROLL CALL

The Assistant Board Secretary called roll:

Walter E. Massey	Present (arrived at 12:45 p.m.)
Peggy A. Davis	Present
Karen Kent	Present (arrived at 12:56 p.m.)
Darrell A. Williams	Present
Elizabeth Swanson	Present
Clarisol Duque	Absent
Armani Alexander	Absent
Deborah H. Telman	Absent

III. WELCOME

Vice Chair Swanson welcomed everyone back from their Fourth of July celebrations. The Vice Chair shared that she had the opportunity to visit Truman College in June for the release of the

Real College Survey Report, which was prepared by the Hope Center for College, Community, and Justice at Temple University. Vice Chair Swanson invited Provost Potter to share more about the Real College Survey.

Provost Potter noted that the Hope Center has built expertise in examining the issues of homelessness and food insecurity amongst college students nationwide, partnering with two and four year institutions. The Provost shared that representatives from the Hope Center, the Greater Chicago Food Depository, the Department of Family Support Services, and City Colleges faculty and staff gathered to discuss the results of the survey of over 3,000 City Colleges students. Two in three City Colleges students report experiencing food or housing insecurity, or homelessness. Provost Potter highlighted importance of focusing on solutions and working with partners to continue supporting student success.

IV. CHANCELLOR REMARKS

Chancellor Salgado began his remarks by noting City Colleges' desire to seek out and embrace data on classroom performance as well as students' circumstances outside the classroom. Chancellor Salgado thanked the Provost and the Academic and Student Affairs team for their efforts.

The Chancellor further commented on City Colleges' work to build out student support services by introducing the Emergency Student Fund and adding a housing coordinator through partnership with the Chicago Community Trust. Chancellor Salgado noted that the proposed FY2020 budget reflected continued investments in student services such as disability access, the wellness centers, and advising supports.

Chancellor Salgado introduced the committee presentation on the Adult Education program, which provides free classes to earn high school equivalency in reading and math. The Chancellor affirmed the objective of the changes underway in the Adult Education program as driven by an effort to fundamentally improve the quality of the education provided to students.

(Chair Massey arrived at 12:45 p.m.; Trustee Kent arrived at 12:56 p.m.)

V. REVIEW OF AGENDA ITEMS

Speaker: Maureen Fitzpatrick, Associate Vice Chancellor of Adult Education

- **Adult Education Overview**

Associate Vice Chancellor (AVC) Fitzpatrick gave an overview of the Adult Education program at City Colleges. The full committee presentation can be found online [here](#).

AVC Fitzpatrick provided background information on the Adult Education program. City Colleges serves nearly 25,000 Adult Education students each year, primarily in English as a Second Language (ESL) and high school equivalency courses. City Colleges is the largest provider of Adult Education in Illinois and is accountable as a single program across all six colleges (Adult Education courses are not offered at Harold Washington College). The U.S. Department of Education's Office of Career, Technical, and Adult Education (OCTAE) sets the national standards for each course level, while the Illinois Community College Board (ICCB)

ensures that courses taught in Illinois are aligned with OCTAE standards.

AVC Fitzpatrick continued by sharing that since September 2018, City Colleges' Adult Education program has been placed on probation by ICCB, due to the program's FY18 Level Gains performance of 33%, which was below the State standards. Since 2011, despite some improvements, City Colleges has not reached the State's Level Gains target. AVC Fitzpatrick noted that retention is a serious challenge. The focus has been on access and registering students, while there is a need to shift attention to retaining students and quality student instructional hours. To ensure instructional quality, instructional hours and materials will be aligned with student learning outcomes, and courses will be standardized across the District beginning in Fall 2019. Career contextualization and program relevance will be increased, ensuring clear pathways and opportunities to obtain industry credentials. Blended learning and modes of instruction will also be implemented, with a new hybrid ESL pilot course being launched Fall 2019.

AVC Fitzpatrick spoke about the need to ensure that career bridge pathways are accelerated career pathways to help students obtain entry-level industry credentials. In May 2019, City Colleges was selected to receive the Innovative Bridge and Transition Program Grant from ICCB to assist with curriculum redesign.

Chair Massey asked what obtaining industry credentials would allow Adult Education students to do that they could not otherwise. AVC Fitzpatrick responded that the City Colleges' Centers of Excellence are utilized to identify entry-level opportunities and corresponding credentials. This allows for Adult Education students to position themselves for an entry-level job opening or continue on their educational pathway with a stackable credential. Chancellor Salgado added that these industry credentials are already embedded at City Colleges already, which ensures that Adult Education students can access the preexisting pathways and resources at City Colleges.

Trustee Davis asked about the level of pay for such positions. AVC Fitzpatrick responded that these positions are very much entry-level positions, meant to provide students with a way to get their foot in the door.

AVC Fitzpatrick spoke more about the hybrid ESL pilot. Eighteen adult educators will be participating in the pilot program in an effort to build out blended learning (in the classroom and online), and hopefully scale the program in the future while ensuring quality.

Vice Chair Swanson asked if ESL courses are taught throughout all the colleges. AVC Fitzpatrick confirmed that of the six colleges that offer Adult Education courses, all six also offer ESL courses.

VI. REVIEW OF JULY 2019 BOARD REPORTS

Next, Vice Chair Swanson initiated the review of board reports recommended for action at the July 2019 Board Meeting.

Provost Potter reviewed Resolution 1.00, an application for a new basic certificate program in cybersecurity. Chair Massey asked what City Colleges' level of expertise was in cybersecurity, and how the program was being built up through industry partnerships. Provost Potter responded that the readiness level and level of expertise varies college to college across the District. Experts in cybersecurity are primarily at Wright College and Daley College; three of those faculty members will work with faculty across the District as the program is being built up. Chancellor

Salgado added that it may make sense to have a focus group that looks solely at cybersecurity. The Chancellor also noted that the existing cyber boot camps have, and will continue to bring in faculty and industry partners.

Provost Potter went on to review Resolution 1.01, an application for a new basic certificate program in early childhood special education endorsement. Vice Chair Swanson commented that this is an area that City Colleges is leading, and that it is exciting to see City Colleges become a model for others.

Resolution 1.02 was deferred for review until the July 2019 Board Meeting. General Counsel Gowen reviewed Resolution 1.03. Resolution 1.04 was deferred for review until the July 2019 Board Meeting.

Chief Talent Officer Ross reviewed Item 2.00, the Personnel Report, followed by Executive Vice Chancellor Lugo's review of the Item 3.00, the Resource Development Report.

Chief Financial Officer Rodriguez reported on Agreement 4.00, and Provost Potter reviewed Agreements 4.01 and 4.02. Associate Director King reported on Agreement 4.03, followed by Chief Information Officer Lidz' review of Agreements 4.04 and 4.05.

Associate Vice Chancellor Anthony reported on Purchases 5.00 and 5.01. General Counsel Gowen concluded the review of reports by reviewing Item 6.00, the Payment of Legal Invoices.

VII. MOTION TO DISCHARGE THE JULY 2019 BOARD PACKET

Vice Chair Swanson asked for a motion to discharge the reviewed resolutions, personnel report, resource development report, agreements, purchases, and legal invoices to the July 2019 Regular Board Meeting as part of the Consent Agenda.

<Motion> Trustee Darrell A. Williams
<Second> Trustee Peggy A. Davis

Motion carried.

VIII. MOTION FOR CLOSED SESSION

Vice Chair Swanson noted that there would be no Closed Session.

IX. ADJOURNMENT

Upon concluding that there was no more business to be brought before the committee, Vice Chair Swanson asked for a motion to adjourn.

<Motion> Chair Walter E. Massey
<Second> Trustee Karen Kent

Motion carried.

Meeting Adjourned 1:16 p.m.

Clarisol Duque
Secretary
Board of Trustees

Submitted by – Ashley Kang, Assistant Board Secretary