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**APPROVED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
DECEMBER 5, 2019**

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

MINUTES

**REGULAR BOARD MEETING
THURSDAY, NOVEMBER 7, 2019
HAROLD WASHINGTON COLLEGE
30 EAST LAKE STREET, CHICAGO, IL 60601
ROOM 1115**

Pursuant to provisions of the Public Community College Act, as amended, of the State by Illinois, County of Cook, the regular meeting of the Board of Trustees of Community College District No. 508 was held on November 7, 2019 at 2:00 p.m., Harold Washington College, 30 East Lake Street, Chicago, Illinois 60601, Room 1115.

ATTENDEES

TRUSTEES

Walter E. Massey, Chair
Clarisol Duque, Secretary
Peggy A. Davis
Karen Kent
Deborah H. Telman (via Teleconference)
Darrell A. Williams
Armani Alexander, Student Trustee

OFFICERS OF THE DISTRICT

Rhonda Brown – Vice Chancellor, Institutional Advancement
Christian Collins – Vice Chancellor, Institutional Effectiveness
Veronica Herrero – Chief Strategy Officer
Eric B. Lugo – Executive Vice Chancellor & Chief of Staff
Jennifer Mason – Vice Chancellor, Legislative & Community Affairs
Maribel Rodriguez – Chief Financial Officer
Stacia Thompson – Vice Chancellor, Economic & Workforce
Innovation

ASSISTANT BOARD SECRETARY

Ashley Kang

CHIEF ADVISOR TO THE BOARD

Tracey B. Fleming

CHANCELLOR

Juan Salgado

COLLEGE PRESIDENTS

Kimberly Hollingsworth – President, Olive-Harvey College
Janine Janosky – President, Richard J. Daley College
Peggy Korellis – Interim President, Harold Washington College
David Potash – President, Wilbur Wright College
David Sanders – President, Malcolm X College
Gregory Thomas – President, Kennedy-King College

GENERAL COUNSEL

Karla Mitchell Gowen

OTHER ATTENDEES

Katheryn Hayes	CCC District Office
Oscar Orellana	CCC District Office
Steve Saba	CCC District Office
Daniel Sternfield	CCC District Office
Kasia Sanchez	CCC District Office
April Hansen	McCorkle Litigation Services
Debra King	CCC District Office
Jeff Wong	CCC District Office
David Anthony	CCC District Office
John Gasiorowski	CCC District Office
Marcia Lewis	CCC District Office
Micquelyn Randall	CCC District Office
Sheila Johnson	CCC District Office
Ralph Passarelli	CCC District Office
Gina Gentile	CCC District Office
Yolanda Martin	CCC District Office
Sarah Lichenstein Walter	CCC District Office
Julia Vazquez	Harold Washington College
Cesar Rodriguez	CCC District Office
Daryl Okrzesik	CCC District Office
Delores Withers	Local 1708
Audrey Butler	Local 1708
Michelle Crawley	CCC District Office
Chandra Toussaint	CCC District Office
Adriana Tápanes-Inojosa	FC4, Harold Washington College
Kate Connor	Harry S Truman College
Marnee Ostoa	Harold Washington College
Pete Fegan	CCC District Office

I. CALL TO ORDER

Chair Massey began by calling to order the November 7, 2019 Regular Board Meeting at 2:01 p.m.

II. ROLL CALL

Chair Massey asked the Assistant Board Secretary to call the roll.

The Assistant Board Secretary called roll:

Clarisol Duque	Present
Peggy A. Davis	Present
Karen Kent	Present
Deborah H. Telman (via Teleconference)	Present
Darrell A. Williams	Present
Armani Alexander	Present
Walter E. Massey	Present

Elizabeth Swanson

Absent

III. WELCOME

Chair Massey welcomed everyone to the Board meeting and noted that Trustee Telman was participating by phone, which is permissible under Article 1.5.3 Sections A-C of the Board Bylaws, provided there was quorum in the room, which was confirmed by the roll call.

The Chair remarked on the Trustees' work since the October Board meeting. Secretary Duque visited Wright College twice, once to attend a discussion about the New York Times Magazine's "1619 Project", and the second to speak on a panel on Latinas in Leadership, where she was joined by Illinois State Senator Iris Martinez and Univision anchor Ericka Maldonado. On October 21st, Trustee Telman and Chair Massey participated in a meeting with a team from the Higher Learning Commission (HLC) as part of Kennedy-King College's reaccreditation process. Chair Massey thanked President Thomas and Vice President Phillips for leading the college through the reaccreditation process. After the HLC meeting, Chair Massey was joined by Trustee Davis for a tour of Kennedy-King and to hear about the current offerings and plans for expanding offerings at the college.

Chair Massey recognized Chancellor Salgado for being selected as a "Promise of America" awardee by America's Promise Alliance in Washington D.C. on October 24th. The Chair congratulated Chancellor Salgado, and thanked him for his continuing work and dedication to the District and the City of Chicago.

Next, the Chair thanked President Potash and the team at Wright College for giving him and his wife a tour of Wright. The Chair remarked on the various student services being offered, as well as the distinctive design of the college by renowned architect Bertrand Goldberg. Chair Massey also shared that he had the opportunity to meet with Inspector General Gasiorowski, Vice Chancellor Thompson, and Director of Internal Audit Gentile to hear more about their work.

IV. STUDENT TRUSTEE REPORT

Student Trustee Alexander gave his report, detailing various activities and events across the District.

V. CHANCELLOR'S UPDATES

Chancellor Salgado began his remarks by noting that there would be two District Updates, an update from the Office of the Inspector General, and an update on enrollment and strategic enrollment management planning (SEM). Chancellor Salgado thanked Vice Chancellor Collins and Associate Vice Chancellor Allen for their efforts in leading the SEM planning.

The Chancellor thanked President Sanders and Malcolm X College for their efforts to expand the Basic Nursing Assistant Program to two additional locations – Olive-Harvey College's South Chicago Center and Wright College's Humboldt Park Center.

Chancellor Salgado highlighted the hiring of a new Chief Information Officer, Jerrold Martin, who previously served as City Colleges' CIO from 2014-2016, as well as the hiring of a new Chief Talent Officer, Carol Dunning. The Chancellor also took a moment to recognize General

Counsel Gowen, who was featured in Crain Business Chicago Magazine's Notable General Counsel list.

Next, the Chancellor commended the colleges for continuing to develop resources for students. The Chancellor noted that the seventh food pantry recently opened at Olive-Harvey College, achieving the goal to have a pantry open at each of the colleges by the end of 2019. Additionally, Chancellor Salgado shared that Truman College had opened OneTRU Clothing Closet, a resource for students to obtain clothes for free.

Chancellor Salgado noted that he had met with Harold Washington Student Government Association (SGA) President Marnee Ostoa to hear about the work the SGA was doing. The Chancellor closed his remarks by inviting everyone to join City Colleges of Chicago Foundation at the Seven Strong Benefit on November 14th, which supports City Colleges' students through scholarship, emergency funds, and other resources.

VI. PUBLIC PARTICIPATION

There was one (1) request for public participation.

- 1) Delores Withers spoke about the status of Local 1708.

VII. FACULTY COUNCIL REPORT

Dr. Tápanes-Inojosa gave the November 2019 Faculty Council Report. The full report can be found online [here](#).

VIII. COMMITTEE REPORTS

Secretary Duque gave a report on the Committee on Finance and Administrative Services. During the committee meeting, City Colleges' external audit firm, RSM, gave an update on the FY19 Annual Audit. RSM gave City Colleges a clean opinion on its financial statements, with no disagreements with Management. Chief Financial Officer (CFO) Rodriguez also gave a presentation on City Colleges' FY19 financial results. City Colleges ended the year with an operating deficit of \$2.4 million, with revenues coming in below budget at \$12.6 million, offset by expenses being \$10.2 million favorable to budget. The CFO also gave an update on FY20's first quarter financial results, noting that City Colleges is currently trending to break even to budget for FY20. The full committee presentations can be found online [here](#). Secretary Duque also noted that the committee reviewed the board reports included on today's consent agenda and recommended them for action by the full Board.

IX. DISTRICT UPDATES

- **Inspector General Update**

Inspector General Gasiorowski gave an update from the Office of the Inspector General. The full presentation can be found online [here](#).

Inspector General (IG) Gasiorowski began by giving a brief overview of the powers and duties of

the Office of the Inspector General, as well as a summary of the number of complaints received, their subject matter, and the method by which they are received.

Trustee Williams asked if the number of complaints filed were for separate incidents or multiple complaints for the same incident. IG Gasiorowski responded that it could be both.

The IG discussed the number of complaints received and closed during FY19, as well as the reasons why cases were closed. Trustee Telman asked what kinds of cases constituted as referred or deferred. IG Gasiorowski explained that such cases were passed on to the Equal Employment Opportunity (EEO) Office. The IG further noted that the EEO Office was the primary place of referral. Similarly, there are some situations where a student might enter a complaint on a specific college-related issue, at which point the Office of the Inspector General refers them to their home college or a specific department to address the issue. IG Gasiorowski also spoke about the implementation of the disciplinary recommendations made by the Office of the Inspector General.

- **Enrollment Update and Strategic Enrollment Management Planning**

Provost Potter gave an enrollment update and strategic enrollment management planning. The full presentation can be found online [here](#).

Provost Potter began by giving a Fall 2019 enrollment recap, referencing the enrollment presentation given during the Committee on Academic Affairs and Student Services on October 3, 2019. That presentation can be found online [here](#).

The Provost discussed key learnings from Fall 2019 enrollment and the implementation of the payment deadline. A survey was conducted, contacting 563 students who did not re-enroll, which found that a small number, or four percent, indicated financial constraints as a barrier preventing enrollment.

Provost Potter commented that additional analysis of student accounts indicated that 1,111 (39%) of dropped students have one or more student account barriers contributing to non-enrollment, the most common barrier being a Satisfactory Academic Progress (SAP) hold, which impacts a student's eligibility to receive financial aid.

Trustee Williams asked how the SAP standards are established. Provost Potter responded that SAP criteria are federally established. Students are able to appeal SAP holds and successfully regain satisfactory academic status.

Trustee Telman asked who students appeal to in order to address SAP holds. Provost Potter noted that students can appeal to the colleges, which have appeal processes governed by federal guidelines. Trustee Telman inquired if students are provided counseling and explanations of the expectations accompanying the receipt of financial aid. Provost Potter responded that students are counseled and coached when they take out financial aid, especially when they drop a class, which can impact their academic progress. Additional support and resources are provided to students when they appeal SAP holds.

Next, Provost Potter discussed the strategic enrollment plan (SEM) process that the District is currently engaged in. The Provost noted that attention was being given across the District on retention, student experience, and continuing development of the Centers of Excellence at each of the colleges. Provost Potter gave a brief overview of each of the colleges' SEM plan.

X. REVIEW AND APPROVAL OF THE NOVEMBER 7, 2019 REGULAR BOARD MEETING PACKET

Next, Chair Massey led the board in the review and approval of the [minutes](#), [resolutions](#), [personnel report](#), [resource development report](#), [agreements](#), [purchases](#), and [legal invoices](#) listed in the Consent Agenda. The Chair asked for a motion to approve the Consent Agenda items with a roll call vote.

<Motion> Secretary Clarisol Duque
<Second> Student Trustee Armani Alexander

Motion carried.

The Assistant Board Secretary called the roll,

Clarisol Duque	Aye
Peggy A. Davis	Aye
Karen Kent	Aye
Deborah H. Telman (via Teleconference)	Aye
Darrell A. Williams	Aye
Armani Alexander	Aye (advisory)
Walter E. Massey	Aye

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

XI. MOTION FOR CLOSED SESSION

Pursuant to the Illinois Open Meetings Act, Chair Massey asked for a roll call vote to hold Closed Session at 3:13 p.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”; 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”; and 2(c)(11) “litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting”. The Chair asked for a motion to go to Closed Session.

<Motion> Trustee Karen Kent
<Second> Secretary Clarisol Duque

Motion carried.

The Assistant Board Secretary called the roll,

Clarisol Duque	Aye
Peggy A. Davis	Aye
Karen Kent	Aye

Deborah H. Telman (via Teleconference)	Aye
Darrell A. Williams	Aye
Armani Alexander	Aye (advisory)
Walter E. Massey	Aye

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

XII. RETURN FROM CLOSED SESSION

Closed Session ended at 4:58 p.m. Upon the Board's return, the Chair reconvened the November 7, 2019 board meeting and noted that no action was taken by the board during Closed Session.

XIII. MOTION TO ADJOURN

Upon concluding that there was no more items of business to come before the Board, the Chair asked for a motion to adjourn.

<Motion> Trustee Karen Kent
<Second> Trustee Darrell A. Williams

Motion Carried.

The meeting adjourned at 4:59 p.m.

Clarisol Duque
Secretary, Board of Trustees

Submitted by – Ashley Kang, Assistant Board Secretary