

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

MINUTES

**JOINT MEETING OF THE COMMITTEES ON FINANCE AND ADMINISTRATIVE
SERVICES AND ACADEMIC AFFAIRS AND STUDENT SERVICES
THURSDAY, JULY 26, 2018
MALCOLM X COLLEGE – ROOM 1108A
1900 W. JACKSON BLVD., CHICAGO, IL 60612**

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, July 26, 2018 at 9:00 a.m., Malcolm X College, Room 1108A, 1900 W. Jackson Blvd., Chicago, IL 60612.

ATTENDEES

TRUSTEES

Elizabeth Swanson, Vice Chair (teleconference)
Clarisol Duque, Secretary
Karen Kent
Rebeca Nieves Huffman
Deborah H. Telman (teleconference)

ASSISTANT BOARD SECRETARY

Ashley Kang

CHIEF ADVISOR TO THE BOARD

Tracey B. Fleming

CHANCELLOR

Juan Salgado

GENERAL COUNSEL

Karla Mitchell Gowen

OFFICERS OF THE DISTRICT

Carmen Lidz – Vice Chancellor, Information Technology
Eric B. Lugo – Executive Vice Chancellor & Senior Advisor
Diane Minor – Vice Chancellor, Administrative & Procurement
Services
Kimberly Ross—Chief Talent Officer
Jeffrey Wong – Interim Chief Financial Officer
Jeffrey Donoghue – Chief of Staff

COLLEGE PRESIDENTS

Shawn Jackson – Interim President, Harry S Truman College
David A. Sanders – President, Malcolm X College

OTHER ATTENDEES

Katheryn Hayes	CCC District Office
Kai Love Davis	CCC District Office
Kate Connor	Harry S Truman College
Leslie Layman	Harry S Truman College
John Gasiorowski	CCC District Office
Michael Crawford	CCC District Office
Jess Bader	FC4, Harold Washington College
Alex Underwood	CCC District Office
Richard Morales	CCC District Office
Sheila Johnson	CCC District Office
Cheryl Freeman	Olive-Harvey College
Christian Collins	CCC District Office
Stephanie Krah	CCC District Office

I. CALL TO ORDER

Secretary Duque called the July 26, 2018 meeting of the Joint Committees on Finance and Administrative Services and Academic Affairs and Student Services to order at 9:03 a.m..

II. ROLL CALL

The Assistant Board Secretary called roll:

Clarisol Duque	Present
Elizabeth Swanson	Present (teleconference)
Deborah H. Telman	Present (teleconference)
Rebeca Nieves Huffman	Present (arrived 9:26 a.m.)
Karen Kent	Present (arrived 9:29 a.m.)

III. WELCOME

Secretary Duque welcomed everyone to the joint committee meeting and to Malcolm X College. She thanked President Sanders for hosting, noting that it was always a pleasure to hear about the great things Malcolm X does as an institution, as well as student success stories after they leave Malcolm X.

IV. CHANCELLOR REMARKS

Chancellor Salgado began by extending this thanks to President Sanders for hosting and expressed his excitement for having meetings at different colleges.

The Chancellor noted his recent remarks at City Club regarding work-based learning opportunities. He affirmed his general direction and goals, but noted that he needed everyone's help to come up with a specific plan towards this initiative that adds value to students. The

Chancellor noted questions such as how to achieve the goals and how to define work-based learning as a good starting point for developing this plan.

Chancellor Salgado spoke about the committee presentation on apprenticeships that would be shared later on, noting that City Colleges was engaging employers that had never hired CCC students before and that there are many great opportunities for growth and development. The Chancellor also noted that CCC needed to help students by providing access to economic opportunities otherwise not available to students. He also noted the board report regarding Chicago Transit Authority (CTA) and the U-Pass program as a long-term investment and partnership between CTA and CCC.

V. REVIEW OF AGENDA ITEMS

Speakers: Eric Lugo, Executive Vice Chancellor of Institutional Advancement

- **Apprenticeship Overview**

The full presentation can be found online [here](#).

Executive Vice Chancellor (EVC) Lugo began his presentation by acknowledging the work of Paul Thompson (not present). He noted the desire of CCC to scale apprenticeships up and continue developing workforce connections and a network of employers. EVC Lugo shared that CCC was not working in isolation but with other organizations such as the Chicago Apprenticeship Network, Accenture, and Aon, noting that CCC has been identified as a key asset and resource in the employer lead and driven network.

During his presentation, EVC Lugo spoke about the 2020 Funder Collaborative, a funder alliance invested in working with CCC as a core operational partner in developing apprenticeships. The Collaborative includes the Chicago Community trust, Circle of Service, JP Morgan Chase Foundation, the Joyce Foundation, and the Pritzker-Traubert Foundation. EVC Lugo also shared about the various models in developing apprenticeships, including model-leveraging, shared services model, and workforce model. He also highlighted the work being done with partners such as Accenture and Aon, two businesses that recruit CCC students to fulfill apprenticeships during their studies.

EVC Lugo spoke about the six focus industries for apprenticeships: information technology, banking/finance/operations/insurance, manufacturing technology/TDL, architecture/construction technology/engineering, energy, and business/retail management. He also shared about the recent contribution made by JP Morgan Chase that would help fund the apprenticeship program over the next two years. The Executive Vice Chancellor ended by outlining several key next steps, including aligning an employer dashboard and developing a website.

Secretary Duque asked about what was actually in place in terms of funding apprenticeships aside from the funder collaborative and the JP Morgan Chase contribution. She also asked how sustainable the initiative was at this point and what needed to be done to make it more sustainable.

EVC Lugo responded that about \$1 million would be coming to CCC over the next two years as other organizations and foundations established their giving. He also noted that other funders outside of the funder alliance were interested, notably Salesforce and Strada Education Network.

EVC Lugo shared that the goal was to help the pilot work over the next three years and avoid leaning into operational funds. He did recognize the need for system and sustainability, but that the focus initially would be to help set up, grow enrollment and participation, and articulate why the apprenticeship program was necessary and worthy of investment.

Vice Chair Swanson vocalized the Joyce Foundation's enthusiasm around the project, as other funders are trying to recruit colleagues to support it. She noted that sustainability in the short-term would be in good shape as people are excited to join in the work.

Trustee Telman asked if the diversity of students was being tracked, especially in regards to gender, race, and where from around the city students were coming from. She noted the importance of getting a better sense of job creation and overall impact in the city.

Chancellor Salgado made a comment on sustainability, noting that there is a lot of work and money that is needed upfront to get such initiatives set up and running. He noted that this needed to be created over the next few years and a steady stream established.

EVC Lugo stated that there has been intentional monitoring surrounding the diversity of the apprenticeship program. He did note that there definitely could be more intentionality around the placement process and recruiting.

Trustee Telman expressed her desire to see the diversity metrics, and asked if CCC was having discussions with the business partners and employers regarding the metrics.

Chancellor Salgado affirmed that these statistics would be provided to the trustees, and noted that one of the reasons why employers come to CCC is because we offer a value proposition pertaining to diversity that other institutions cannot. The Chancellor also agreed that there was a need to monitor patterns and trends in recruitment.

Trustee Telman also pointed out that looking at what zip codes students came from would be important, as there are certain pockets of the city where jobs are difficult to come by, and where students would not normally have opportunities to work for such companies.

Trustee Nieves Huffman asked if there were a certain number of slots available for apprenticeships.

EVC Lugo responded that Accenture is currently offering 27 slots, having initially started at 9. Of the 27 slots, he noted, 24 slots are taken by CCC students. He also identified that Aon has 41 slots currently, though they are committed to growing it by 20-25 slots each year and pulling largely from CCC. EVC Lugo shared that there was a 96% retention rate for students participating in apprenticeships and an anticipated 77% graduation rate.

Secretary Duque asked what other supports does CCC provide to support students taking on apprenticeships and what other things can be done to ensure student success.

EVC Lugo shared that CCC provides support to the mentors of apprentices, as well as the ongoing support of an advisor at Harold Washington College that meets with students in the program. He noted the ongoing conversations about developing more advisory support roles. He also affirmed the need for board involvement in managing resources and leveraging complimentary resources within CCC.

Secretary Duque noted her own experience as a first generation college graduate, especially the

lack of professional role models and how unprepared many are going into the workplace. She noted that these are incredible opportunities and experience for students, sharing her belief that CCC could change the future for the better.

Trustee Kent affirmed the work being done, commenting that further support staff training and development is always helpful to support students involved in apprenticeships.

Secretary Duque affirmed the life-changing opportunities that CCC was developing, thanking Executive Vice Chancellor Lugo and his team.

VI. REVIEW OF AUGUST BOARD REPORTS

Secretary Duque next initiated the review of the board reports coming before the Board at the August 9, 2018 Regular Board Meeting.

Associate Vice Chancellor (AVC) Crawford reported on Resolution 1.00 regarding faculty sabbatical approvals. The Chancellor expressed his desire to create more opportunities open to the general public for faculty to share, especially for interested stakeholders. Secretary Duque asked what is required to be eligible for sabbatical. AVC Crawford answered six years of consecutive service at CCC and tenure.

AVC Crawford continued by reporting on Resolution 1.01 regarding faculty rank promotions.

EVC Lugo reviewed the Resource Development Report, highlighting the work of Harold Washington College faculty member Thomas Higgins with the National Science Foundation. The Chancellor asked Executive Vice Chancellor to review our partnership with PepsiCo. EVC Lugo noted that scholarship money has been committed over the next three years to help students in manufacturing technology and transportation logistics.

Next, Vice Chancellor Minor reviewed Agreement 4.00 on real estate brokerage and consulting services. She continued by reviewing Agreement 4.01 regarding architectural consulting services at Malcolm X College.

Vice Chancellor Lidz reported on Agreement 4.02 regarding a budget planning and management system.

Chief of Staff Donoghue reviewed Agreement 4.03 with CTA in regards to the U-Pass program. He shared that discussions between CCC and CTA currently described a five-year proposal. Secretary Duque asked what the longest length of this agreement would be. Chief of Staff Donoghue responded that five years was the longest anticipated term, but that it might be shorter.

Executive Director Underwood reported on Agreement 4.04, extending the agreement with Ad Astra for classroom management systems. President Sanders reviewed Agreement 4.05 regarding nursing review program services. Next, President Jackson reported on Agreement 4.06 to provide counseling services for students in the Truman Middle College. Secretary Duque inquired how long CCC and the incumbent vendor, SGA Youth and Family Services have worked together. President Jackson noted that we have used this vendor for approximately 30 years.

Vice Chancellor Minor continued by reviewing Purchase 5.00 for environmental consulting services. Secretary Duque asked if it was specific to one project. Vice Chancellor Minor responded that it would be on an as-needed basis, and the approved funds would be available if needed.

Executive Director Underwood reported on Purchase 5.01 and 5.02 regarding library electronic resources and library cataloguing. Vice Chancellor Lidz reviewed Purchase 5.03 for wireless cellular services. Director Freeman reviewed Purchase 5.04 for the mobile computer lab and classroom for Olive-Harvey College.

Finally, General Counsel Gowen reviewed Section 6.00, the payment of legal invoices.

VII. ADJOURNMENT

With no further questions or comments, Secretary Duque recommended that the reviewed resolutions, reports, agreements, purchases, and legal invoices be included on the Consent Agenda for the August 2018 Regular Board Meeting. Concluding that there was no more business for the committee, Secretary Duque adjourned the meeting.

Meeting Adjourned 10:15 a.m.

**Clarisol Duque
Secretary
Board of Trustees**

Submitted by – Ashley Kang, Assistant Board Secretary