

**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, FEBRUARY 13, 2020  
HAROLD WASHINGTON COLLEGE  
30 EAST LAKE STREET, CHICAGO, IL 60601  
ROOM 1115**

Pursuant to provisions of the Illinois Public Community College Act, as amended by 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, February 13, 2020 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, Board Chair  
Clarisol Duque, Secretary  
Peggy A. Davis  
Karen Kent  
Deborah H. Telman  
Darrell A. Williams (via Teleconference)  
Armani Alexander, Student Trustee

**OFFICERS OF THE DISTRICT**

Carol Dunning – Chief Talent Officer  
Veronica Herrero – Chief Strategy Officer  
Eric B. Lugo – Executive Vice Chancellor & Chief of Staff  
Jerrold Martin – Chief Information Officer  
Jennifer Mason – Vice Chancellor, Legislative & Community Affairs  
Maribel Rodriguez – Chief Financial Officer

**ASSISTANT BOARD SECRETARY**

Ashley Kang

**PRESIDENTS**

Kimberly Hollingsworth –President, Olive-Harvey College  
Shawn L. Jackson – President, Harry S Truman College  
Janine Janosky – President, Richard J. Daley College  
Daniel López – President, Harold Washington College  
David Potash – President, Wright College  
David Sanders – President, Malcolm X College

**CHIEF ADVISOR TO THE BOARD**

Tracey B. Fleming

**CHANCELLOR**

Juan Salgado

**PROVOST AND CHIEF ACADEMIC  
OFFICER**

Mark Potter

**ASSOCIATE GENERAL COUNSEL**

Chandra Toussaint

**OTHER ATTENDEES**

David Anthony	CCC District Office
Steve Saba	CCC District Office
Oscar Orellana	CCC District Office
Edgar Rios	CCC District Office
Stacia Edwards	CCC District Office
Katheryn Hayes	CCC District Office
Kasia Sanchez	CCC District Office
Debra King	CCC District Office
Ralph Passarelli	CCC District Office
April Hansen	McCorkle Litigation Services
Anne Kennedy	CCC District Office
Maureen Fitzpatrick	CCC District Office
Micquelyn Randall	CCC District Office
Jaqueline Cunningham	Harold Washington College
Andrew Aquino-Cutcher	CCC District Office
Adriana Tápanes-Inojosa	Harold Washington College, FC4
Amelia Diehl	City Bureau Documenters
David Degooyer	Harold Washington Alum; University of Illinois, Chicago
Bryan Dicter	Harold Washington Alum; University of Illinois, Chicago
Tattianna Howard	City Bureau Documenters
Grace Su	University of Chicago Poverty Lab
Sabrina Liu	University of Chicago Poverty Lab

**I. CALL TO ORDER**

Vice Chair Swanson called the February 13, 2020 meeting of the Committee on Academic Affairs and Student Services to order at 12:32 p.m.

**II. ROLL CALL**

The Assistant Board Secretary called roll:

Walter E. Massey	Present (arrived at 12:33 p.m.)
Clarisol Duque	Present
Peggy A. Davis	Present
Karen Kent	Present (arrived at 12:37 p.m.)
Deborah H. Telman	Present
Darrell A. Williams	Present (via Teleconference)
Armani Alexander	Present
Elizabeth Swanson	Present

### III. WELCOME

Vice Chair Swanson welcomed everyone to the Committee on Academic Affairs and Student Services and welcomed Dr. Daniel López, the new president of Harold Washington, to his first board meeting.

### IV. PROVOST REMARKS

Provost Potter noted the full agenda, including a presentation from Harold Washington College on the Summer 2019 Study Abroad trip to Paris, France, and a presentation from the Office of Academic and Student Affairs on Developmental Education.

### V. REVIEW OF AGENDA ITEMS

Speakers: Andrew Aquino-Cutcher, Assistant Professor, Harold Washington College; David Degooyer, Harold Washington College Alum; Bryan Dicter, Harold Washington College Alum; Mark Potter, Provost

- **Study Abroad Trip Summer 2019**

Professor Aquino-Cutcher, Mr. Degooyer, and Mr. Dicter gave a presentation on the study abroad trip that took place Summer 2019 to Paris, France. The full presentation can be found online [here](#).

Professor Aquino-Cutcher gave an overview of the two week trip that ten Harold Washington students participated in. Students completed extensive preparation and course work prior to the trip at Harold Washington, followed by two weeks of full immersion at La Sorbonne in Paris. The Professor highlighted several opportunities and excursions that exposed students to the French language and culture during their trip.

Mr. Degooyer and Mr. Dicter, both trip participants, Harold Washington alumni, and current University of Illinois Chicago students, shared about their trip experience. They discussed the impact the trip had on their studies and the different opportunities they have had since returning to engage in French culture and language in Chicago.

- **Developmental Education**

Provost Potter gave a presentation on Developmental Education. The full presentation can be found online [here](#).

Provost Potter began by providing background on the work of the Developmental Education Planning Committee. Part of the committee's work has been to implement key performance indicators (KPIs) that address successful completion of college-level English and math within the first year of study. Provost Potter also reported that the committee is examining a broad range of solutions, including building upon current practices at City Colleges to support students and increase outcomes. The Provost noted that the percentage of students taking and passing college-level English and math in the first year has remained stable. Provost Potter noted the differences in taking and passing rates in English and math by race/ethnicity. The Provost underscored the work that needs to be done to address these disparities and provide solutions.

Chair Massey asked what specific math course was considered as college ready. Provost Potter responded that while the college-level English requirement is satisfied with passing English101, college-level math can be completed through several options, such as statistics and algebra. The Provost also noted that City Colleges' practice of offering options for math courses aligns with national trends.

Provost Potter discussed the improved outcomes of those students who take and pass college-level English and math in the first year. The Provost also commented on the opportunity to work with Chicago Public Schools (CPS) to decrease the number of students coming to City Colleges with developmental education needs.

Trustee Telman asked how long it takes for a student to move from developmental education into college-level courses. Provost Potter responded that it can be done in a calendar year, though only a small number of students can successfully make the transition in this timeframe. Trustee Telman inquired what other courses are available to students who currently take developmental education courses. Provost Potter replied that these students are still able to take other credit courses, though several courses require English101 as a prerequisite, so completing English101 creates more opportunities.

Chair Massey inquired what the level of math preparedness of CPS graduates going directly to four year institutions was, and if City Colleges was receiving students from CPS schools that traditionally do less well in preparing students for college-level math. Provost Potter replied that public four year institutions in Illinois also provide developmental education instruction. Four year institutions, by virtue of admission, are selective institutions and it is likelier that those students can place directly into college-level English and math. The Provost also noted that some institutions have students take placement exams after being admitted. City Colleges' rate of students with development education needs (70%) is on par with national rates for open access community colleges. Provost Potter also affirmed that City Colleges receives fewer students coming from the selective CPS schools, which does change the level of preparedness of the student body. Chancellor Salgado added that this is one of the reasons why City Colleges is working to forge a stronger relationship with CPS.

Trustee Telman asked if there are any state requirements for preparedness to graduate high school. Chancellor Salgado noted that there are credit requirements, but none regarding competency.

Provost Potter concluded the presentation by noting the continuing commitment to understand the population of students who need developmental education and to leverage solutions.

## **VI. REVIEW OF FEBRUARY 2020 BOARD REPORTS**

Next, Vice Chair Swanson initiated the review of the February 2020 board reports.

Associate Vice Chancellor (AVC) Anthony reviewed Resolution 1.00, followed by Chief Financial Officer (CFO) Rodriguez's review of Resolutions 1.01 and 1.02. Provost Potter reviewed Resolutions 1.03 and 1.04. Chief Advisor Fleming reviewed Resolution 1.05 and noted that review of Resolution 1.06 would be deferred until the Board meeting.

CTO Dunning reviewed Item 2.00, the personnel report, followed by EVC Lugo's review of the Item 3.00, the resource development report. During the review of Item 3.00, President Janoksy

highlighted the Apprenticeship Expansion grant awarded to Daley College by the Illinois Department of Commerce and Economic Opportunity to support apprenticeship work. President Potash also highlighted the Title V grant awarded by the U.S. Department of Education to support the pathway program between Wright College and Northeastern Illinois University, as well as outreach to CPS high schools.

Next, AVC Anthony reported on Agreement 4.00. CFO Rodriguez reviewed Agreement 4.01, followed by Chief Information Officer Martin's report on Agreement 4.02 and Provost Potter's report on Agreement 4.03.

Trustee Williams asked if the vendor for Agreement 4.03, EAB, was a start-up company. Provost Potter responded that it is not a start-up, and that EAB is a vendor utilized widely by other higher education institutions. The Provost noted that EAB began in the healthcare industry before moving into higher education.

AVC Anthony reviewed Purchase 5.00.

Associate General Counsel Toussaint concluded the review of board reports by reviewing Section 6.00, the payment of legal invoices.

**VII. MOTION TO DISCHARGE THE FEBRUARY 2020 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 February 2020 Regular Board Meeting as part of the Consent Agenda.

<Motion> Trustee Deborah H. Telman  
<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> Trustee Karen Kent  
<Second> Trustee Deborah H. Telman

Motion carried.

Meeting Adjourned 1:40 p.m.

**Submitted by – Ashley Kang, Assistant Board Secretary**