Pursuant to provisions of the Public Community College Act, as amended, of the State by Illinois, County of Cook, and Executive Order 2020-07 issued by Governor Pritzker on March 16, 2020 and reaffirmed on February 5, 2021, the meeting of the Committee on Finance and Administrative Services of the Board of Trustees of Community College District No. 508 was held virtually and livestreamed for simultaneous public viewing on YouTube on March 4, 2021 at 12:30 p.m.

ATTENDEES

TRUSTEES
Darrell A. Williams, Committee Chair
Walter E. Massey, Board Chair
Elizabeth Swanson, Vice Chair
Karen Kent
Laritza Lopez
James Thomas, Jr., Student Trustee

OFFICERS OF THE DISTRICT
Rhonda Brown – Vice Chancellor, Institutional Advancement
Carol Dunning – Chief Talent Officer
Maribel Rodriguez – Chief Financial Officer

PRESIDENTS
Kimberly Hollingsworth – President, Olive-Harvey College
Janine Janosky – President, Richard J. Daley College
David Potash – President, Wright College

ASSISTANT BOARD SECRETARY
Ashley Kang

CHANCELLOR
Juan Salgado

PROVOST AND CHIEF ACADEMIC OFFICER
Mark Potter

GENERAL COUNSEL
Karla Gowen

CHIEF ADVISOR TO THE BOARD
Bonnie Phillips
I. CALL TO ORDER

Trustee Williams called the March 4, 2021 meeting of the Committee on Finance and Administrative Services to order at 12:30 p.m. Trustee Williams noted that Governor Pritzker signed Executive Order 2020-07 on March 16, 2020 (reconfirmed on February 5, 2021) which prohibited gatherings of certain sizes and further suspended certain portions of the Illinois Open Meetings Act, which require in-person attendance by members of a public body, allowing for a virtual board meeting.

II. ROLL CALL

The Assistant Board Secretary called roll:

Walter E. Massey       Present
Elizabeth Swanson      Present
Karen Kent             Present
Laritza Lopez          Present
James Thomas, Jr.      Present
Darrell A. Williams    Present
Peggy A. Davis         Absent
Deborah H. Telman      Absent

III. WELCOME

Trustee Williams welcomed everyone back to the Committee on Finance and Administrative Services, noting that as a result of the COVID-19 pandemic, the committee had not met in some time. The Trustee noted that he was looking forward to diving deeper into specific topics and having discussions in the committee format again. Trustee Williams also noted that in addition to the presentation, the committee would review the board reports being proposed for final action during the March Regular Board Meeting.

IV. CHIEF FINANCIAL OFFICER REMARKS

Chief Financial Officer (CFO) Rodriguez gave a brief financial update. The CFO announced that 100% of CARES Act funds allocated for students from the first round of funding has been disbursed in the total of $12.7 million. CFO Rodriguez noted that an additional $13 million in
new funding has been made available, and information about how to access these funds would be shared shortly. CFO Rodriguez also updated the committee on the annual audit, reporting that City Colleges’ external auditors, RSM, provided the audit on February 3rd which has been made available on the City Colleges website.

V. REVIEW OF AGENDA ITEMS

Speakers: Kimberly Hollingsworth, President, Olive-Harvey College; Brandon Nichols, Vice President, Olive-Harvey College; Amanda Gettes, Executive Director – Strategic Initiatives, Olive-Harvey College

- Urban Agriculture and Cannabis Education.

Next, Trustee Williams invited President Hollingsworth and the team from Olive-Harvey to give a presentation on Urban Agriculture and Cannabis Education. The presentation can be found online here. President Hollingsworth gave a brief introduction to the urban agriculture and cannabis education program before handing it off to Director Gettes.

Director Gettes discussed the state of the legalized cannabis industry over the last year, noting that in Illinois alone 9,000 legal cannabis jobs had been created across planning, management, and supply chain areas. Director Gettes talked about how Olive-Harvey is positioned to become Chicago’s leading partner for cannabis and urban agriculture education, using equity and research as a cornerstone. In the last two years, Olive-Harvey has applied to the Illinois Community College Board cannabis pilot program, is in the process of building a greenhouse (to be completed July 2021), offers an eleven credit hour dispensary operations basic certificate, and continuing education courses.

Director Gettes also noted the fundraising efforts for the program, as well as the Olive-Harvey Cannabis Advisory Council, which meets monthly and is comprised of community partners and industry leaders involved with legalized cannabis.

Next, Director Gettes talked about an Olive-Harvey initiative in progress with the Office of the Mayor around the Violence Prevention Initiative to provide wraparound services and a free cannabis education certification to individuals involved in violence with cannabis records, allowing them to obtain a living wage in the legal cannabis market. The Still I Rise program’s goal is to start with 50 participants in 2021, providing mentoring, expungement, academic support services, training, stipends and scholarships, and work-based learning opportunities in the legalized cannabis industry.

Vice President (VP) Nichols next discussed the progress of building an urban agriculture department at Olive-Harvey. The VP noted that the department had two paths – cannabis research/training and social equity. The social equity branch of the department focuses on initiatives such as Still I Rise, community partnerships, and supporting academic enterprises and social equity goals. The research/training branch of the department focuses on the academic offerings and pathways. VP Nichols discussed the existing academic offerings (basic certificate in dispensary operations), as well as the planned pathways in order to provide an on-ramp for students at various stages in their academic career at Olive-Harvey. The VP also noted that articulation agreement conversations have begun with four-year institutions.
Chair Massey asked how federal laws would impact the work being done at the state level with the legalized cannabis industry. Director Gettes noted that there is still a lot of unknown in the industry, and that Olive-Harvey continues to meet with industry and state officials to gain clarity and direction.

Chair Massey commented that there is a local high school with an agriculture program. The Chair asked if Olive-Harvey is partnering with them. Director Gettes affirmed that Olive-Harvey has reached out and has a meeting scheduled.

Trustee Williams noted that the continuing education pathway into the cannabis education program focuses on business, and asked if further consideration was being given to adding more business classes into the core curriculum. Director Gettes thanked Trustee Williams for the recommendation, and noted that there is a plan to include business credit courses to the program.

Trustee Williams commented on the reference to CBD at the end of the presentation, even though the presentation is THC dispensary-focused. Trustee Williams asked if there was consideration on expanding learning and career opportunities in the CBD field. Director Gettes agreed, noting that Olive-Harvey’s program would be growing hemp in the greenhouse and that the Cannabis Advisory Council has a full subcommittee devoted to hemp and research.

Trustee Lopez asked what plans are in place to assist students in getting jobs in the industry. Director Gettes noted that the Olive-Harvey Executive Director of Workforce Equity has been working on building and growing work-based learning opportunities for the program, which will help get students a foot in the field. Director Gettes affirmed that the mission of the program is to work with community organizations and businesses to create options for students after completing their program.

Trustee Lopez asked if there further training and education in entrepreneurship was being developed for individuals who want to open their own shops or businesses in the legalized cannabis industry. Director Gettes affirmed that there are continuing education opportunities with industry partners and acknowledged that there are lots of opportunities to capitalize and expand upon as the program is being developed.

VI. REVIEW OF MARCH 2021 BOARD REPORTS

Next, Trustee Williams initiated the review of the March 2021 board reports.

Provost Potter reviewed Resolution 1.00, adopting revisions to the Academic and Student Policies. Chair Massey asked the Provost to share more about the review process for policies changes. Provost Potter noted that the review process begins with an open call for submissions with proposed changes and additions to faculty and administrators primarily. Proposals are reviewed and discussed with a variety of stakeholders, including Faculty Council, Vice Presidents, and Presidents. After multiple layers of review, the final recommendations come to the Board for approval.

Provost Potter reviewed Resolutions 1.01 and 1.02.

Chief Talent Officer Dunning reviewed Item 2.00, the Personnel Report. Vice Chancellor Brown reviewed Item 3.00, the Resource Development Report.
Associate Vice Chancellor (AVC) Anthony reported on Agreement 4.00.

Provost Potter reported on Agreement 4.01, labor market skills mapping. Chair Massey commented that SHI International is not a new vendor. Provost Potter affirmed this, noting that City Colleges has engaged with the vendor previously for a different labor market data tool, and that the tool currently being brought forward for approval provides a different service.

AVC Epting reported on Agreement 4.02, media services. Chair Massey noted that the board report listed the vendor address in Los Angeles and wanted confirmation that the vendor had knowledge and experience in the Chicago market. AVC Epting clarified that the vendor has offices in Chicago and demonstrated experience and knowledge of the Chicago market; this information was included in the submitted bid.

Provost Potter reported on Agreement 4.03. President Janosky reported on Agreement 4.04, followed by President Potash’s review of Agreement 4.05.

AVC Anthony reported on Purchases 5.00 and 5.01.

General Counsel reviewed Item 6.00, the payment of legal invoices.

VII. MOTION TO DISCHARGE THE MARCH 2021 BOARD PACKET

Trustee Williams asked for a motion to discharge the reviewed resolutions, personnel report, resource development report, agreements, purchases, and legal invoices to the March 2021 Regular Board Meeting as part of the Consent Agenda.

<Motion> Trustee Laritza Lopez
<Second> Trustee Karen Kent

Motion carried.

VIII. ADJOURNMENT

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

<Motion> Trustee Laritza Lopez
<Second> Trustee Karen Kent

Motion carried.

Meeting Adjourned 1:12 p.m.

Peggy A. Davis
Secretary
Board of Trustees

Submitted by – Ashley Kang, Assistant Board Secretary