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**APPROVED—BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MARCH 4, 2021**

**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 4, 2021
[VIRTUAL BOARD MEETING](#)**

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 January 8, 2021, the meeting of the Committee on Academic Affairs and Student Services of the Board of Trustees of Community College District No. 508 was held virtually and livestreamed for simultaneous public viewing on YouTube on February 4, 2021 at 12:30 p.m.

ATTENDEES

TRUSTEES

Elizabeth Swanson, Committee Chair
Walter E. Massey, Board Chair
Peggy A. Davis, Secretary
Karen Kent
Laritza Lopez
Deborah H. Telman
Darrell A. Williams
James Thomas, Jr., Student Trustee

OFFICERS OF THE DISTRICT

Rhonda Brown – Vice Chancellor, Institutional Advancement
Carol Dunning – Chief Talent Officer
Veronica Herrero – Chief Strategy Officer
Jerrold Martin – Chief Information Officer

PRESIDENTS

Kimberly Hollingsworth –President, Olive-Harvey College
David Sanders – President, Malcolm X 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

OTHER ATTENDEES

David Anthony	CCC District Office
Steve Saba	CCC District Office
Oscar Orellana	CCC District Office
Juan Ortega	CCC District Office
Jeffrey Wong	CCC District Office
Elizabeth Gmitter	Malcolm X College
Veronica Sek	Malcolm X College

I. CALL TO ORDER

Vice Chair Swanson called the February 4, 2021 meeting of the Committee on Academic Affairs and Student Services to order at 12:30 p.m.

II. ROLL CALL

The Assistant Board Secretary called roll:

Walter E. Massey	Present
Peggy A. Davis	Present
Karen Kent	Present (Joined at 12:32 p.m.)
Laritza Lopez	Present
Deborah H. Telman	Present
Darrell A. Williams	Present
James Thomas, Jr.	Present
Elizabeth Swanson	Present

III. WELCOME

Vice Chair Swanson welcomed everyone to the committee meeting, noting that due to the COVID-19 pandemic, committee meetings had not been held for some time. The Vice Chair noted that the Board looked forward to having more opportunities to engage and discuss through committee meetings. Vice Chair Swanson also welcomed the trustees and staff members who were attending their first committee meeting.

IV. PROVOST REMARKS

Provost Potter thanked everyone for attending the Committee on Academic Affairs and Student Services to focus on academic programming, student services, and student experiences. The Provost noted that President Sanders and a team from Malcolm X College would be presenting on the Community Health Worker (CHW) Program. Provost Potter added that the CHW Program has grown and evolved since the program launch in 2016, most recently focusing on serving opioid-impacted families. The Provost also discussed the ongoing collaborative work and discussions with Faculty Council. Provost Potter concluded his remarks by thanking the faculty and staff for continuing to support students.

V. **REVIEW OF AGENDA ITEMS**

Speakers: David Sanders, President, Malcolm X College; Elizabeth Gmitter, Associate Dean of Health Science and Career Programs, Malcolm X College; Veronica Sek, Director of Community Health Worker Program, Malcolm X College

• **Community Health Worker Program: Program Growth and Public Health Impact**

Next, Vice Chair Swanson invited President Sanders, Dr. Gmitter, and Director Sek to give a presentation on the Community Health Worker (CHW) program at Malcolm X College. The full presentation can be found online [here](#).

President Sanders thanked the Board and the Chancellor for the opportunity to present, giving a brief overview of the presentation and introducing Dr. Elizabeth Gmitter and Director Veronica Sek.

Dr. Gmitter began by giving a brief history of the Community Health Worker (CHW) program, from its inception in 2012 to the start of the first pilot cohort in 2014. Dr. Gmitter explained that the curriculum covers one semester of five courses with field work and a basic certificate upon completion.

Director Sek explained the expansion and development of the CHW program. Opening the CHW program up to Jumpstart to Jobs in the Spring of 2019 allowed high school seniors to complete the program, and a bilingual cohort went through the program in the Fall of 2019 at Arturo Velasquez Institute. Director Sek noted the impact of the COVID-19 pandemic, prompting the addition of contact tracing courses to the CHW program. The need for CHWs has increased; CHW apprenticeships launched in the Fall of 2020 as a result, and more recent initiatives have included a vaccine ambassador training course and addressing the opioid crisis.

Director Sek continued by noting that the rise of pain medication prescriptions has increased the prevalence of opioid use disorders and the number of opioid disorder-impacted individuals and families. The CHW program goal is to educate and equip patients and their support systems, especially considering the added stressors and social isolation caused by the pandemic.

Dr. Gmitter and Director Sek discussed the \$2.1 million grant Malcolm X received to utilize over the next four years for the CHW program, including hiring a grant coordinator, student tuition, books, stipends, program evaluation services, and apprenticeship placement services. The goal is to award 168 certificates and place 50% of certificate earners in apprenticeships. Dr. Gmitter also highlighted partners in the work, including the Gateway Foundation (apprenticeship placement partner), the Public Health Institute of Metropolitan Chicago (apprenticeship placement and building infrastructure and capacity), and University of Illinois at Chicago (external program evaluator and data collection).

Chair Massey asked if Malcolm X would be able to receive money for the CHW program from legal settlements for opioids. President Sanders noted that it is possible, as there is a strong commitment at the federal level for programs similar to Malcolm X's CHW Program.

Trustee Telman asked if students were full-time in the program and what the student demographics were like. Dr. Gmitter noted that students come from a variety of backgrounds. Director Sek also added that the cohorts are diverse in both educational background and the communities they come from, though emphasis was placed in recruiting students from the West

Side. Trustee Telman asked for further information about the student demographics to be provided.

Trustee Lopez asked how Malcolm X was recruiting for the program. Dr. Gmitter responded that the Malcolm X team was working closely with the District Marketing team. President Sanders emphasized the importance of utilizing pre-existing relationships with community-based organizations and partners to get the word out.

Trustee Telman encouraged Malcolm X to reach out to Illinois Attorney General Kwame Raoul's office regarding the McKinsey opioid settlement, as Illinois is set to receive a portion of the settlement. Trustee Telman noted that the CHW program would be a worthy investment if the State allocated some of the settlement dollars for community health education.

Secretary Davis thanked the Malcolm X team for the presentation and noted that the CHW program is a viable model for expansion and growth.

VI. REVIEW OF FEBRUARY 2021 BOARD REPORTS

Next, Vice Chair Swanson initiated the review of the February 2021 board reports.

Associate Vice Chancellor (AVC) Anthony reviewed Resolution 1.00. Deputy Chief Financial Officer Wong reviewed Resolutions 1.01 and 1.02. Provost Potter reviewed Resolutions 1.03, 1.04, and 1.05. Chief Talent Officer (CTO) Dunning noted that Resolutions 1.06 through 1.09, the reappointments of the Presidents of Harry S Truman, Wilbur Wright, Malcolm X, and Kennedy-King Colleges would be reviewed in the Board Meeting during Closed Session.

President Sanders reviewed Resolution 1.10, the authorization of an amendment to the lease agreement between United Center Joint Venture and Malcolm X College for use of the Malcolm X parking garage. Trustee Lopez asked for further clarification on the extension of the payments. President Sanders noted that as a result of the COVID-19 pandemic, there was no use of the parking garage. Instead of receiving payment for 2020, an additional payment year will be added to the backend of the agreement, with payments restarting in 2021.

President Hollingsworth reviewed Resolution 1.11. Chief Advisor Phillips noted Resolutions 1.12, the review and release of Closed Session Minutes, would be reviewed in the Board Meeting during Closed Session. CTO Dunning noted that Resolution 1.13, the adoption of the Presidential Leadership Development Policy, would be reviewed in the Board Meeting during Closed Session.

CTO Dunning reviewed Item 2.00, the Personnel Report.

Vice Chancellor Brown reviewed Item 3.00, the Resource Development Report.

Chief Information Officer Martin reported on Agreement 4.00, followed by President Sanders' review of Agreements 4.01, 4.02, and 4.03.

AVC Anthony reported on Purchase 5.00.

General Counsel Gowen reported on Item 6.00, the Payment of Legal Invoices.

VII. MOTION TO DISCHARGE THE FEBRUARY 2021 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 2021 Regular Board Meeting as part of the Consent Agenda.

<Motion> Trustee Darrell A. Williams
<Second> Trustee Deborah H. Telman

Motion carried.

VIII. 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 Deborah H. Telman
<Second> Trustee Darrell A. Williams

Motion carried.

Meeting Adjourned 1:09 p.m.

Peggy A. Davis
Secretary
Board of Trustees

Submitted by – Ashley Kang, Assistant Board Secretary