

**34221**

**APPROVED – BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
MAY 6, 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, APRIL 8, 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 April 2, 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 April 8, 2021 at 12:30 p.m.

**ATTENDEES**

**TRUSTEES**

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

**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

**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  
Maribel Rodriguez – Chief Financial Officer

**PRESIDENTS**

Kimberly Hollingsworth – President, Olive-Harvey College  
Gregory Thomas – President, Kennedy-King College

**OTHER ATTENDEES**

David Anthony	CCC District Office
Steve Saba	CCC District Office
Oscar Orellana	CCC District Office
Juan Ortega	CCC District Office
Jacinta Epting	CCC District Office
Jenee Garrett	CCC District Office

**I. CALL TO ORDER**

Vice Chair Swanson called the April 8, 2021 meeting of the Committee on Academic Affairs and Student Services to order at 12:33 p.m.

**II. ROLL CALL**

The Assistant Board Secretary called roll:

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

**III. WELCOME**

Vice Chair Swanson welcomed everyone to the Committee on Academic Affairs and Student Services. The Vice Chair took a moment to mention that she and Chair Massey had the opportunity to meet with the semi-finalists from City Colleges for the Jack Kent Cooke scholarship.

**IV. PROVOST REMARKS**

Provost Potter expressed his appreciation for the work and dedication students, staff, faculty, and the administration have put in to date with a full year of online learning. The Provost recognized the continuing commitment of faculty and staff to remain student-focused during a challenging time. Provost Potter noted that the presentation during committee would focus on the funding and grant efforts to further support students.

**V. REVIEW OF AGENDA ITEMS**

Speakers: Veronica Herrero, Chief of Strategy and Staff; Rhonda Brown, Vice Chancellor of Institutional Advancement

- **Institutional Advancement: The Growth of Public and Private Grants**

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

Chief of Strategy and Staff (CSS) Herrero gave a brief introduction to the work of the Office of Institutional Advancement. Vice Chancellor (VC) Brown talked about the grants team at the District level, as well as the five grant writing consultants who focus on federal level grant writing and grant leadership at the colleges. VC Brown also noted that the grants team works closely with the Office of Finance to align awards and spending.

Next, VC Brown discussed grant submissions and grant awards in FY20 and FY21. VC Brown noted the increase of grant submissions across the District, crediting a new infrastructure at the District Office to support and resource the college teams. In FY20, 54 grants were submitted for a total of \$23.6 million, in comparison to FY21 (to date) with 95 grants submitted for a total of \$94 million. VC Brown noted the increased grant submissions across the colleges, praising the college staff and faculty for actively seeking new funding opportunities. VC Brown also talked about the City Colleges of Chicago Foundation (the Foundation)'s increased grant submissions as a result of COVID-19 and the increased opportunities for emergency relief funding.

VC Brown noted that grant awards have increased by 66% year-over-year. The VC noted that while the dollar amounts awarded does not directly reflect this increased award rate, CCC and the Foundation have been seeing a greater return on grant submission efforts. In FY20 16 grants were funded totaling \$17.3 million, and in FY21 (to date) 55 grants have been funded totaling \$28.8 million.

VC Brown referenced the strategic levers and overall institutional goals for CCC and discussed how the Institutional Advancement team focuses on aligning grant efforts with the strategic levers. VC Brown also noted that since March 2020, the Foundation raised just over \$800,000 in private funding for COVID-19 student emergency funding, as well as \$2.2 million for the Chancellor's Retention Fund to incentivize students with residual balances to stay enrolled.

Next, CSS Herrero discussed alignment of equity and strategic goals with fundraising efforts. CSS Herrero mentioned Bank of America TechQuity Chicago at Harold Washington, a \$1 million jobs initiative partnership to help students of color complete workforce education and training. CSS Herrero also discussed SDI Presence Tech Launch Pad at Kennedy-King, also totaling \$1 million to launch IT academic programs to increase economic mobility and close equity gaps in the IT industry. CSS Herrero emphasized the work across the District at the colleges to leverage grant and private funding to accomplish equity work. CSS Herrero also discussed the Searle Funds at the Chicago Community Trust, which awarded CCC \$1.4 million to develop infrastructure, strategies, and tools to support student outcomes and focus on eliminating racial equity gaps.

VC Brown discussed future plans for the Advancement team, including college development councils, increased and robust infrastructure and training across the District, and continued funder engagement.

Chair Massey referenced a Wright College faculty member who has successfully applied and been awarded grant funding from the National Science Foundation for the Wright engineering program. The Chair asked how the District Advancement and grant team work with individual faculty members interested in such opportunities. VC Brown noted that the District team regularly shares a list of grant opportunities with the colleges and helps with any additional questions/requests for support. Chancellor Salgado also noted that faculty members work with their college president to ensure grants align with college priorities. The Chancellor also noted the importance of college presidents supporting the grant submissions at the colleges.

Vice Chair Swanson asked how much thought was given around how potential funders hear about CCC, get further connected, and ultimately become funders and partners. VC Brown noted leveraging events such as the Seven Strong speaker series, as well as the strategies and intention around developing existing relationships and connections.

## **VI. REVIEW OF APRIL 2021 BOARD REPORTS**

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

Associate Vice Chancellor (AVC) Anthony reviewed Resolution 1.00, followed by Provost Potter's review of Resolution 1.01. President Hollingsworth reviewed Resolution 1.02.

Chief Talent Officer Dunning reviewed Item 2.00, the Personnel Report.

Chief of Strategy and Staff (CSS) Herrero reviewed Item 3.00, the Resource Development Report.

AVC Anthony reported on Agreement 4.00 and 4.01. Chief Financial Officer Rodriguez reported on Agreements 4.02, 4.03, 4.04, and 4.05. Provost Potter reviewed Agreement 4.06. Chief Information Officer Martin reported on Agreement 4.07. CSS Herrero reported on Agreement 4.08. President Thomas reviewed Agreement 4.09. The Assistant Board Secretary noted that Agreement 4.10 was being pulled from consideration.

AVC Anthony reviewed Purchase 5.00 and 5.01.

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

## **VII. MOTION TO DISCHARGE THE APRIL 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 April 2021 Regular Board Meeting as part of the Consent Agenda.

<Motion> Trustee Karen Kent

<Second> Trustee Darrell A. Williams

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 Darrell A. Williams

<Second> Chair Walter E. Massey

Motion carried.

Meeting Adjourned 1:18 p.m.

**Peggy A. Davis**  
**Secretary**  
**Board of Trustees**

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