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APPROVED-BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
MAY 1, 2025

**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 3, 2025**

**OLIVE-HARVEY COLLEGE, TDL BUILDING  
10001 S. WOODLAWN AVE, CHICAGO, IL 60628**

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, April 3, 2025, at 12:30 p.m., Olive Harvey, 10001 S. Woodlawn Ave, Chicago, IL 60628.

**ATTENDEES**

**TRUSTEES**

Katya Nuques, Board Chair  
Marshall E. Hatch Sr., Vice Chair/Secretary  
Oscar Sanchez  
Elizabeth Swanson (Absent)  
Darlene Hightower  
David Ramirez (Student)

**CHANCELLOR**

Juan Salgado

**PROVOST AND CHIEF ACADEMIC  
OFFICER**

Mark Potter

**GENERAL COUNSEL**

Karla Gowen

**CHIEF ADVISOR TO THE BOARD**

Bonnie Phillips

**SENIOR ASSISTANT BOARD  
LIAISON**

Emma Mims

**ASSISTANT BOARD LIAISON**

Avery Walls

**OFFICERS OF THE DISTRICT**

David Anthony – Vice Chancellor, Administrative Services  
Carol Dunning – Chief Talent Officer  
Zarko Njakara – Executive Director, Information Security  
Jolenna Nanalig – Associate Vice Chancellor, Finance  
Aarti Dhupelia – Executive Vice Chancellor/ Chief Student  
Experience Officer  
Peggy Korellis- Vice Chancellor, High School Strategy  
Stacia Edwards – Deputy Provost  
Sarah Lichtenstein Walter - Associate Vice Chancellor, Academic  
Programs  
Aricka Jones – Compliance Officer & Director-Risk Management  
Jacquelyn Werner - Vice Chancellor, Student Retention &  
Completion  
Veronica Herrero – EVC Chief Institutional Advancement Officer  
Brittany Kairis Jackson – Vice Chancellor, Strategy & Planning  
Steve Saba – Executive Director, IT Service Delivery & Academic  
Technology  
Katheryn Hayes – Associate Vice Chancellor, Strategic  
Communications & Operations  
Jen Mason – Vice Chancellor, Legislative and Community Affairs  
Angela Arrington-Jones, Vice Chancellor, Business and  
Procurement Services

**PRESIDENTS**

Kimberly Hollingsworth – President, Olive-Harvey College  
Shawn L. Jackson – President, Harry S Truman College  
Janine Janosky – President, Richard J. Daley College  
Daniel Lopez – President, Harold Washington College  
Andres Oroz – President, Wright College

**I. CALL TO ORDER**

Committee Chair Hatch called the April 3, 2025, meeting of the Committee on Academic Affairs and Student Services to order at 12:36 p.m.

**II. ROLL CALL**

The Chief Advisor called roll:

Elizabeth Swanson	Absent
Katya Nuques	Present
Marshall E. Hatch Sr.	Present
Oscar Sanchez*	Present
Darlene Hightower	Present
David Ramirez (Student)	Present

\*late arrival

Quorum confirmed.

**III. WELCOME**

Committee Chair Hatch welcomed everyone to the April 3, 2025 meeting and thanked President Hollingsworth for hosting.

Committee Chair Hatch called on Provost Potter for remarks.

**IV. PROVOST REMARKS**

Provost Potter gave remarks regarding the Academic Affairs and Student Services Committee in addition to the review of board reports. Our agenda for committee includes a presentation by Executive Vice Chancellor Dhupelia and her team on mandatory new student advising, which is our strategy of leveraging our advisor resources, primarily the relationships between advisers and students to ensure that students are on track to achieving critical milestones on their way to accomplishing their goals.

**V. PRESENTATION**

**Topic:** Mandatory New Student Advising

**Presenters:** Dr. Aarti Dhupelia (Executive Vice Chancellor and Chief Student Experience Officer), Jacquelyn Werner (Deputy Chief Student Experience Officer), Kiera Bowens (District Director – Advising and Student Success Initiatives)

Trustee Sanchez asked if advisors are asking students to enroll in programs in their first year.

EVC Dhupelia confirmed that they are.

Trustee Hightower asked if students are required to take the advisory appointment at a specific time.

EVC Dhupelia advised that it must be done sometime throughout the term or a few weeks before the term.

Trustee Hightower asked what the 90% engagement rate is attributed to.

EVC Dhupelia advised that it is a combination of things including marketing and reaching out to students. However, it's mainly due to the associate deans of advising and the advisers at all the colleges.

Trustee Hatch asked about the average balance that a student would have that would create a barrier to registering them.

EVC Dhupelia estimated \$1000 to \$1500. A student can register with a balance of up to \$200.

Trustee Hatch asked what would be the amount that would be needed annually to replace the money that had run out due to increased retention.

EVC Dhupelia advised one and a half to two million.

The full presentation can be found here:

[Mandatory New Student Advising](#)

**VI. REVIEW OF APRIL 3, 2025 BOARD REPORTS**

Next, Committee Chair Hatch initiated the review of the April 3, 2025 board reports.

President Oroz reviewed Resolution 1.00; President Sanders reviewed Resolutions 1.01 – 1.02. VP Williams reviewed Resolution 1.04. VC Anthony reviewed Resolutions 1.05 – 1.06. Resolution 1.03 has been pulled from consideration.

CTO Dunning reviewed Item 2.00 Personnel Report.

EVC Herrero reviewed Item 3.00 Resource Development Report.

President Sanders reviewed Agreements 4.00 – 4.01; VC Anthony reviewed Agreements 4.02 - 4.03. CTO Dunning reviewed Agreement 4.04; AVC Nanalig reviewed Agreement 4.05. Provost Potter reviewed Agreements 4.06 – 4.07; VP Williams reviewed Agreements 4.08 - 4.09. Executive Director Njakara reviewed Agreement 4.10.

VC Anthony reviewed Purchase 5.00.

General Counsel Gowen reviewed Item 6.00 Payment of Legal Invoices.

**VII. MOTION TO DISCHARGE THE APRIL 2025 BOARD PACKET**

Committee Chair Hatch asked for a motion to discharge the reviewed minutes resolutions, personnel report, resource development report, agreements, purchases, and legal invoices to the April 2025 Regular Board Meeting as part of the Consent Agenda.

<Motion> Trustee Darlene Hightower

<Second> Trustee Katya Nuques

Motion carried.

**VIII. ADJOURNMENT**

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

<Motion> Trustee Katya Nuques

<Second> Trustee Darlene Hightower

Motion carried.

Meeting Adjourned 1:17 p.m.

**Marshall E. Hatch, Sr.**  
**Secretary**  
**Board of Trustees**

**Submitted by – Avery Walls, Assistant Board Liaison**