

Agenda Item #11.1

March 18, 2011

APPROVED

Minutes of the 391<sup>st</sup> Meeting of the  
Illinois Community College Board  
Harry L. Crisp II Community College Center  
401 East Capitol Avenue  
Springfield, IL 62701

January 28, 2011

**RECOMMENDED ACTION**

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the ~~November 5, 2010~~ meeting as recorded.  
January 28, 2011

**Item #1 – Roll Call and Declaration of Quorum**

Chairman Alongi called the meeting to order at 9:00 a.m. and Allison Ray called roll with the following members present: Guy Alongi, Suzanne Morris, Randy Barnette, James Dumas, Thomas Pulver, Jake Rendleman, and Austin Ashby, Student member. The following Board members were absent: Victor Henderson, Rudolph Papa, and Judith Rake. Ms. Ray declared the Board had a quorum.

Chairman Alongi announced that Board member Judith Rake was unable to attend today's meeting due to a personal illness. According to Section 7 of the Open Meetings Act, Ms. Rake may participate in today's meeting via conference call and the Board needs a motion to allow her attendance.

Suzanne Morris made a motion, which was seconded by James Dumas, to allow Ms. Rake to participate in the Board meeting via conference call.

Discussion took place regarding the actual legality of Ms. Rake's participation via conference call. Chairman Alongi stated Ms. Rake's participation via conference call was allowed if there was a majority of a quorum present in the room. Chairman Alongi also stated that a roll call vote would be taken on all matters that require action.

A roll call vote was taken, with the following results:

Guy Alongi	Yea	Rudolph Papa	Absent
Suzanne Morris	Yea	Thomas Pulver	Yea
Randy Barnette	Abstain	Judith Rake	Absent
James Dumas	Yea	Jake Rendleman	Yea
Victor Henderson	Absent	Austin Ashby	Yea

The motion was approved.

Chairman Alongi asked Ms. Rake to state for the record her name, location, and reason she was unable to attend the Board meeting.

Agenda Item #11.1  
March 18, 2011

Ms. Rake stated her name was Judith Rake, she was located in Arizona, and her reason for not attending today's Board meeting in person was medical procedures.

Chairman Alongi stated that in order to properly record Ms. Rake's participation in today's meeting all matters that require a vote will be conducted via roll call.

**Item #3 – Board Member Comments**

Austin Ashby stated it was great to see everyone again.

Jake Rendleman stated it was great to be at the Board meeting.

Suzanne Morris had no comment at this time.

Thomas Pulver had no comment at this time.

Randy Barnette stated it was a pleasure to meet with everyone and with the Board. Mr. barnette recently met the new Executive Director if the Illinois Board of Higher Education.

James Dumas had no comment at this time.

**Item #2 – Announcements and Remarks by Board Chair Guy Alongi**

Chairman Alongi introduced Dr. George Reid, the new Executive Director of the Illinois Board of Higher Education (IBHE) and also thanked Don Sevenser for acting as Interim Executive Director.

Dr. Reid was appreciative of all of the work that the IBHE and the Illinois Community College Board (ICCB) do together. Dr. Reid thanked Mr. Sevenser for his briefing in matters concerning the two agencies. Dr. Reid is looking forward to working with the various individuals from the ICCB to steer him in the right direction. Dr. Reid provided a comparison of community colleges in Maryland to those in Illinois, recognizing the robustness and work that community colleges provide. He recognizes how essential it is to have a good working relationship and he plans to support community colleges in any way he possibly can. A new person on board brings new opportunities, new relationships, and building new ways forward. Dr. Reid looks forward to doing that.

Chairman Alongi thanked Dr. Reid and acknowledged that allowing Mr. Sevenser to provide guidance is a good idea. Chairman Alongi also stated that as Executive Director Dr. Reid will now need to build a relationship between the IBHE and the ICCB. Chairman Alongi noted that community colleges have 64 percent of higher education students in the state and the ICCB knows what is best for its students. Also acknowledged was the fact that there have been serious issues and separations between the IBHE and ICCB boards and that the chairwoman's behavior at the last IBHE meeting was unwarranted and unprofessional. Chairman Alongi wished Dr. Reid well and warned him that the relationship between the two boards is severely fractured.

Randy Barnette welcomed Dr. Reid to Illinois and noted that he has come into a difficult situation, not of his making. Mr. Barnette provided Dr. Reid with information pertaining to the ICCB opposition of the Illinois Student Assistance Commission's (ISAC) Monetary Award Proposal (MAP) and the resulting action of the IBHE board to create a task force to further investigate the issue, which was a direct insult to the ICCB. Mr. Barnette requested that Dr. Reid take to the IBHE board that the ICCB will do whatever it needs to make sure the proposal never happens.

March 18, 2011

Dr. Reid stated that good, strong, straight-forward conversations, such as this, are the beginning of a new day. He can understand what has happened in the past and asks, as the new director, to rebuild our relationships because we have too much at stake to have a fractured relationship. Especially on the eve of a new session, when there is so much that we can do together to build both sides of education, which Dr. Reid looks forward to doing.

\* \* \* \* \*

Chairman Alongi at this time verified with all Board members that they received a copy of new committee assignments and asked if there were any problems with the assignments. Chairman added Thomas Pulver to the Fiscal and Personnel Committee.

**Item #4 – President/CEO Report**

Geoffrey Obrzut welcomed and thanked Dr. Reid and looks forward to working with him.

The move to the new third floor will take place on February 14, 2011. Mr. Obrzut thanked Ray Hancock for all of his work on the basement and staff will move into that renovated space soon as well.

Jennifer Foster, Senior Director for Adult Education and Family Literacy was invited to serve as a member of the design and construction of Career Pathways Technical Award group, which is a part of the Department of Education's division of Vocational and Adult Education. This group will provide technical assistance to the state, implementing high-quality adult career pathways instruction.

Dr. Karen Hunter Anderson, Vice President for Adult Education and Institutional Support; Todd Jorns, Senior Director for Educational Technology; and Jeff Newell, Director for Distance Education; all received service awards from the Illinois Council of Community College Administrators.

Recently the ICCB received the Seven Seals Award from the Department of Defense, Mr. Obrzut asked Dr. Elaine Johnson, Vice President for Academic Affairs and Student Development, to further explain.

Dr. Johnson explained that this award recognizes employers that employ the largest numbers of guard and reserve soldiers.

Mr. Obrzut was the keynote speaker at the dedication of the the Multipurpose Classroom Building at Elgin Community College earlier this week.

Later tonight, Mr. Obrzut will travel to Orlando, FL to attend the Futures Assembly for Community Colleges and Workforce 2020 Policy Summit.

Mr. Obrzut will also attend the Association of Community College Trustees' (ACCT) and Illinois Community College Association's (ICCTA) annual meeting in Washington, D.C. on February 14-15, 2011.

**Item #5 – Committee Reports**

**Item #5.1 – Budget and Finance**

Suzanne Morris provided a brief update regarding the Blue Ribbon Task Force, there si one more meeting to be held and thus far, the same issues are being readdressed that have

Agenda Item #11.1  
March 18, 2011

already not been endorsed. A final report will be presented to the IBHE board at their next meeting.

Randy Barnette asked if it was expected for legislation to result from this report.

Ms. Morris stated that the report will be given to the IBHE and they can choose to accept it or not, but she does not see any immediate reaction. Whether or not they will push for legislation, she just does not know.

Geoff Obrzut stated and asked for verification from Steve Morse, Associate Vice President for External Affairs that the legislation has been drafted.

Mr. Morse stated he knew they were working on a draft, but did not know if anything had been finalized.

Further discussion took place regarding the possibility of legislation being introduced and Mr. Barnette noted that time is running out for people to introduce legislation. Mr. Barnette is concerned that by the next time the Board meets it may have needed to take an official position. In anticipation of that, Mr. Barnette asked to entertain a motion to take a position on that particular bill.

Ms. Morris asked that if the bill would come up, the Board should perhaps call a special meeting to react to at that time. Also, there is the ICCTA and they are a grassroots organization and they could take action, but until there is an actual bill and number.

Chairman Alongi stated he did not think we needed to even do that, because at the last Board meeting there was a motion on the floor to oppose it and staff knows exactly where the Board is at on the issue.

Ellen Andres, Chief Financial Officer reported that Geoff Obrzut and she met with the Governor's Office of Management and Budget (GOMB), along with IBHE and ISAC. Items discussed included Fiscal Year 2011 and 2012 budgets. The Governor's Office proposed for Fiscal Year 2012 no major increases for anything in the state budget, everything would be held even, and there would be debt restructuring to help pay Fiscal Year 2011 expenditures. For the community colleges, that means the system would receive level-funding for Fiscal Year 2012 and the Fiscal Year 2011 expenditures would be paid in a more timely manner. At the time of the meeting, there was also discussion of capital funds and unfortunately, the recent Illinois Supreme Court decision regarding the Fiscal Year 2010 capital bill determined that many of the revenue streams for that bill cannot be used. The colleges are calling and want to know what it means, and as of right now the Capital Development Board (CDB) is advising that those projects in the works should continue and all other projects are undetermined. The Supreme Court decision will affect the debt restructuring bill and the Governor's budget address slated for February.

**Item #5.2 – Academic Affairs and Student Relations**

Tom Pulver reported that the majority of the discussion centered around the changes being made to the Basic Skills Test. Dr Elaine Johnson has met with Dr. Chris Koch, Superintendent for Illinois State Board of Education (ISBE) and ISBE remains adamant that the changes to the Basic Skills Test need to continue. ISBE will continue to review and evaluate the test process to make sure everything is in order. Surveys of various academic officers and education staff throughout the community colleges have revealed there is strong support for the changes in the Basic Skills Test. There is also support amongst the students

Agenda Item #11.1

March 18, 2011

within the Student Advisory Committee SAC) for the changes. The change will affect the coursework for an AAT degree and the Board will most likely see some recommendations at the next Board meeting.

An update was provided on the Illinois Articulation Initiative (IAI) and handouts were distributed which outlined those universities that do or do not accept certain coursework for specific majors.

Trade Adjustment Assistance (TAA) is a grant opportunity available to a community college or a consortium of community colleges, to provide training and assistance to people who have lost their jobs due to transfer of their jobs to other locations.

Discussion took place regarding IAI and whether or not the community college presidents will possibly pursue legislation. Items discussed included how long articulation has been in place, advisement of students of the courses that will or will not transfer to certain universities, and an update of recent meetings between community college and university presidents and officials regarding articulation.

Randy Barnette asked to revert to the Budget and Finance Committee report and spoke about the redundancies that the colleges and the Board meet in course approval, approval of capital projects, and submission of a budget all which require approval from not only the ICCB, but also the IBHE. Mr. Barnette proposed the Board try to find a way to make the process more efficient and he has a lot of respect for the Board and the community colleges and the decisions made. It was suggested to meet with the presidents and trustees and discuss some of the problems and the issues and it would save Illinois a lot of money, the students a lot of time, and it would empower the Board to make the final decisions.

Chairman Alongi asked how the committee should be structured.

Mr. Barnette suggested it should be an informal committee at first and Chairman Alongi asked that the Illinois Community College Faculty Association (ICCFA) to be involved. Chairman Alongi suggested that at the June meeting when the ICCB, ICCTA and Presidents all meet and participate in an informal conference to discuss these issues.

Randy Barnette made a motion, which was seconded by Suzanne Morris, to approve the following motion:

The Illinois Community College Board advises staff to design and regulate a conference of Illinois Community College System individuals to explore the opportunities and efficiencies of the Illinois Community College Board in order to eliminate redundancies within higher education and to make the Illinois Community College Board the final arbitrator in community college decisions.

A roll call vote was taken, with the following results:

Guy Alongi	Yea	Rudolph Papa	Absent
Suzanne Morris	Yea	Thomas Pulver	Yea
Randy Barnette	Yea	Judith Rake	Yea
James Dumas	Absent	Jake Rendleman	Yea
Victor Henderson	Absent	Austin Ashby	Yea

The motion was approved.

**Item #5.3 – External Affairs**

Jake Rendleman reported the latest issue of the ICCB magazine was distributed January 14 and distribution for the magazine will increase to six times per year, the next issue will be sent out in mid-March. The magazine will also distribute a one-page supplemental featuring community college legislation from mid-February to April. Board members have expressed the desire to feature different community colleges in each issue.

A news release will be distributed today focusing upon the record enrollments and completions within the community college system during Fiscal Year 2010.

The ICCB will respond to a request from the Governor's Office of Citizens Assistance to help explain and/or resolve issues that individuals have experienced with community colleges.

Legislation will be re-introduced regarding the stipulation that all colleges which receive equalization keep their tuition within 85 percent of the state-wide average for tuition and universal fees. The legislation would lower the stipulation to 70 percent and adding the colleges' tuition and universal fees be at least 30 percent of its total revenue.

Several pieces of legislation that affect community colleges or the ICCB have been introduced including a bill to create a Department of Education and a bill to temporarily suspend the statutory cap on community college tuition. It is far too early in the session to speculate on the movement of these bills or what other legislation may be introduced.

The ICCB will continue to monitor legislation that may affect the ICCB, and the community colleges and their interests and programs. The House comes back into session on Tuesday, February 1 and the Senate on Wednesday, February 2.

Discussion about the statutory tuition cap and whether the other parts of the funding formula were also determined by statute took place. Ellen Andres explained the funding formula and how waiting for the state payments affects the colleges and the other two portions of the funding mechanisms. As enrollments increase, it drives down the tuition caps and several of the colleges are reaching their tuition caps due to the payment delays. The process is disproportionate, because one would expect revenue to increase, not decrease, as enrollments increase. Adjusting the tuition cap will allow many colleges to lessen the burden.

Discussion continued and Mr. Barnette suggested that if the Board is unable to do something to one part of the funding formula due to statute, but is it possible to change the two remaining parts of the formula, of which ICCB does have control.

Ms. Andres did not think so due to the specifics of the statute and how it calculates cost to be, including the state and local revenues, which are required to calculate overall cost. Basically, all three pieces of the funding formula are required to calculate the overall cost.

**Item #5.4 – Strategic Planning**

Tom Pulver reported that work is being conducted on the Adult Basic Education (ABE) to Credentials State Grant. Illinois is one of 14 states to qualify to apply for a Gates Foundation grant. The grant is intended to move students from adult education programs into postsecondary certificate or degree programs. The grant joins adult education, workforce, and career and technical education (CTE), and data partners and requires participation from

Agenda Item #11.1

March 18, 2011

the Governor's Office. It will provide \$200,000 for nine months and the implementation grant is \$1.6 million over three years and will support projects at eight colleges.

The Adult Education Advisory Council is looking at assessment, postsecondary transition, curriculum, and instruction implementation strategies.

The Institutional Research and Policy Studies department is reporting all-time record high enrollments and completions. This aligns with Complete College America and President Barack Obama's goal for college completion. Overall, enrollment was up over 7 percent from last year.

House Bill 547 was the Identity Protection Act and the identity policy must be approved by the ICCB and is in the consent agenda.

Regarding intergovernmental agreements, the High School Feedback Report will provide high schools with feedback on how their students perform in college. In cooperation with ACT, ICCB is providing data from community colleges, and ISAC is providing data for the universities. The data will be run in the spring and the final report will be ready in the fall.

The Illinois Board of Higher Education is creating a voluntary Illinois Higher Education Consortium (IHEC). The hope is to build a similar system that ICCB has had for decades. The IBHE currently does not have an individual student data system and has asked ICCB to join their consortium for post-secondary data collection. ICCB staff have attended meetings regarding the development of the consortium and are reviewing membership. After the second draft is completed the ICCB will review and decide if ICCB should be a part of the consortium, while maintaining the integrity of the data system. Committee members expressed concerns in becoming a part of this system due to previous breaches of data security.

An update was received on online student resources, the Education Technology staff has been very busy with the development of online tools and policy regarding online learning. ICCB staff is working with ISBE and Western Illinois University (WIU) to promote and assess the Basic Skills Test online prep tool. The Career and Academic Readiness System (CARS) system training will take place starting in February. CARS is an online tool to assist high school, adult education, and community college students to refresh their math and English skills in order to reduce the need for remediation. The tool is free to any user and can be used as a classroom supplement or a stand-alone resource.

ICCB and WIU have been working with the American Council of Education (ACE) on trademark issues involving the GED-I, an online tool utilized to help individuals prepare to take the GED test. A resolution should be reached and a report on the issue will be available at the next Board meeting.

ICCB staff is working with IBHE staff to address issues regarding the state authorization for out of state institutions offering online courses to Illinois students. New federal laws affecting these students and institutions take effect July 1, 2011.

Dr. Scott Parke, Senior Director for Research and Policy Studies, presented the Fiscal Year 2010 Enrollments and Completions Report. Completions are up nearly 7 percent from last year and almost 15 percent from five years ago. The system is only 15,000 students away from serving 1 million students. Overall, the 985,000 students being served is the second highest on record since credit and non-credit enrollments have been recorded. Credit enrollments are the fourth highest overall, full-time enrollments (FTE) are at the highest

Agenda Item #11.1

March 18, 2011

ever in history and over 250,000 students are enrolled in non-credit courses There are a lot of things to be proud of in the system and there is a lot of good work being done.

Randy Barnette reviewed the motion that was passed at the last Board meeting concerning the protection of ICCB data and asked if it was true that there had been another breach of contract concerning some ICCB data and asked how serious the breach was.

Dr. Parke confirmed there was a failure to follow proper procedures and protocols that were established for the movement of the data. Dr. Parke understands that the breach was kept within the initial group that the data was shared, but it is not acceptable.

Discussion took place between Mr. Barnette and Dr. Parke regarding the situation and how there was a failure even though there are safe guards in place. Mr. Barnette asked Dr. Parke knowing that there has been a breach of this type how comfortable he felt going forward with the Longitudinal Data Study.

Dr. Anderson stated that the ICCB does not have a choice, but to go forward with the Longitudinal Data Study because it is mandated in statute. Participation in the study will be good for the ICCB, the P-20 Council within the state and across the country. The state has also received funds in order to implement a data system and it will allow higher education to learn about students from preschool through the workforce. Recently, ICCB performed an exercise and was able to track the education of a single community college student back twenty-two years and very few others are able to do that within the country and nobody else in Illinois is able to do that. Where there is concern is not with the Longitudinal Data System itself, but with how it is implemented in terms of the role that ICCB data plays. We want to maintain ownership of our data, protect our students, protect the data that each of the colleges provides and we are not in the lead position, despite the fact that we have the most impressive system in the state in terms of data collection. It is not new that everyone wants our data, and in the past we have had say in who receives our data and how they use it. Our concern is with entities such as IHEC and other consortia and by warehousing the information at places such as ISBE, that the ICCB will no longer have a say over how our data is used.

Mr. Barnette agreed with the advantages of the concept of the Longitudinal Data System and it is free, public information, but some of the information is not public. What could the

ICCB do or what suggestions would Dr. Anderson have to protect the ICCB and the students.

Chairman Alongi suggested that Mr. Barnette create a sub-committee and work with ICCB staff to develop some recommendations to protect ICCB data and report back to the Board at the June meeting with the recommendations. Mr. Barnette agreed.

**Item #7 – New Units of Instruction**

Jake Rendleman made a motion, which was seconded by Tom Pulver, to approve the following motion:

The Illinois Community College Board hereby approves the following new units of instruction for the community colleges listed below:

**PERMANENT PROGRAM APPROVAL**

Illinois Valley Community College



Agenda Item #11.1  
March 18, 2011

- Paramedic Certificate (37 credit hours)

Kaskaskia College

- Web Development and Administration A.A.S. degree (68 credit hours)

Lake Land College

- Health Information & Medical Coding A.A.S. degree (66 credit hours)

Lincoln Land Community College

- Emergency Medical Services A.A.S. degree (71 credit hours)

Moraine Valley Community College

- HAC Stationary Engineer Certificate (44 credit hours)

Oakton Community College

- Network Security Administration A.A.S. degree (60 credit hours)
- Paralegal Studies A.A.S. degree (60 credit hours)

Olney Central College

- Medical Coding Associate Certificate (41 credit hours)

Shawnee Community College

- Industrial Maintenance Technician Certificate (31 credit hours)

A roll call vote was taken, with the following results:

Guy Alongi	Yea	Rudolph Papa	Absent
Suzanne Morris	Yea	Thomas Pulver	Yea
Randy Barnette	Absent	Judith Rake	Yea
James Dumas	Yea	Jake Rendleman	Yea
Victor Henderson	Absent	Austin Ashby	Yea

The motion was approved.

Chairman Alongi requested Dr. Johnson to explain why some AAS degrees require 60 hours to complete yet others require 66, 68, or 71 hours.

Dr. Johnson explained that the question is asked frequently and some of the degrees, such as the 68 hours at Kaskaskia College requires a four hour internship and the Emergency Medical Services (EMS) at Lincoln Land Community College is highly regulated and requires clinical hours. Programs that requires internships and clinical hours stretches the credit hours, but they do fall within an acceptable range.

**Item #8 – Illinois Community College Board Recognition of Community Colleges**

Tom Pulver made a motion, which was seconded by James Dumas, to approve the following motion:

The Illinois Community College Board hereby grants a status of “recognition continued” to the following districts:

Heartland Community College

Agenda Item #11.1  
March 18, 2011

Moraine Valley Community College  
Morton College  
Spoon River College

A roll call vote was taken, with the following results:

Guy Alongi	Yea	Rudolph Papa	Absent
Suzanne Morris	Yea	Thomas Pulver	Yea
Randy Barnette	Absent	Judith Rake	Yea
James Dumas	Yea	Jake Rendleman	Yea
Victor Henderson	Absent	Austin Ashby	Yea

The motion was approved.

**Item #9 – Student Financial Aid Advisory Committee Recommendations**

Dr. Johnson provided a brief synopsis of the recommendations of the Student Financial Aid Advisory Committee.

Suzanne Morris made a motion, which was seconded by Tom Pulver to approve the following motion:

The Illinois Community College Board hereby accepts the following recommendations submitted by the Student Financial Aid Advisory Committee:

**STUDENT FINANCIAL AID ADVISORY COMMITTEE RECOMMENDATIONS**

The following are recommendations that were developed by the Illinois Community College Board Student Financial Aid Advisory Committee to address the shortfall that community college students are receiving from the MAP Grant.

1. The state should not consider borrowing or bonding additional dollars to implement the MAP Capitol Investment Bonds Program as it was presented to the committee on September 9, 2010.
2. The state should reform the Monetary Award Program (MAP) to promote increased access and affordability for low-income students. These reforms could include:
  - Establishment of a two-tiered maximum award process for all eligible students enrolled in public and private non-for profit higher education institutions. Tier-one should include a maximum award of \$3,000 for all eligible first and second year students. Tier-two should include a maximum award of \$5,500 for third and fourth year students.
  - Remove for-profit institutions from being eligible for MAP Grant funding and redistribute those dollars to all other eligible students attending public and private non-for profit institutions.
  - Establish an additional rationing mechanism to reduce all MAP awards by an additional five percent for the purpose of serving more eligible students.
  - Create at least a \$20 million dollar set aside in the MAP program for late enrolling community college students. The set aside funds to be used for late enrolling students is over and above the current community college MAP grant awards. These funds shall be derived from savings incurred by implementing the above recommendations.

Agenda Item #11.1  
March 18, 2011

Discussion took place regarding the motion, the intentions and final report of the IBHE Blue Ribbon Task Force, and it was suggested that the Student Financial Aid Advisory Committee's recommendation shall be submitted to the Blue Ribbon Task Force.

A roll call vote was taken, with the following results:

Guy Alongi	Yea	Rudolph Papa	Absent
Suzanne Morris	Yea	Thomas Pulver	Yea
Randy Barnette	Yea	Judith Rake	Yea
James Dumas	Yea	Jake Rendleman	Yea
Victor Henderson	Absent	Austin Ashby	Yea

The motion was approved.

**Item #10 – Consent Agenda**

Jake Rendleman made a motion, which was seconded by James Dumas, to approve the following motions:

**Item #10.1 – Minutes of the November 5, 2010 Meeting**

The Illinois Community College Board hereby approves the Board minutes of the November 5, 2010, meeting as recorded.

**Item #10.2 – Fiscal Year 2012 Capital Budget Request**

The Illinois Community College Board hereby:

1. approves the fiscal year 2012 Capital Budget Request for the Illinois Community College System as presented in the attached Table 1;
2. authorizes the submission of the request to the Illinois Board of Higher Education, the Governor's Office of Budget and Management; and the General Assembly; and
3. authorizes its President/CEO, with the concurrence of the Chair, to make technical adjustments to the request if more refined data become available.

**Item #10.3 – Identity Protection Policy**

Whenever an individual is asked to provide this Office with a SSN, Illinois Community College Board shall provide that individual with a statement of the purpose or purposes for which the Illinois Community College Board is collecting and using the Social Security number. The Illinois Community College Board shall also provide the statement of purpose upon request. That Statement of Purpose is attached to this Policy.

The Illinois Community College Board shall not:

- 1) Publicly post or publicly display in any manner an individual's Social Security number. "Publicly post" or "publicly display" means to intentionally communicate or otherwise intentionally make available to the general public.
- 2) Print an individual's Social Security number on any card required for the individual to access products or services provided by the person or entity.
- 3) Require an individual to transmit a Social Security number over the Internet, unless the connection is secure or the Social Security number is encrypted.

Agenda Item #11.1

March 18, 2011

- 4) Print an individual's Social Security number on any materials that are mailed to the individual, through the U.S. Postal Service, any private mail service, electronic mail, or any similar method of delivery, unless State or federal law requires the Social Security number to be on the document to be mailed. SSNs may be included in applications and forms sent by mail, including, but not limited to, any material mailed in connection with the administration of the Unemployment Insurance Act, any material mailed in connection with any tax administered by the Department of Revenue, and documents sent as part of an application or enrollment process or to establish, amend, or terminate an account, contract, or policy or to confirm the accuracy of the Social Security number. A Social Security number that is permissibly mailed will not be printed, in whole or in part, on a postcard or other mailer that does not require an envelope or be visible on an envelope without the envelope having been opened.

In addition, the Illinois Community College Board shall not<sup>1</sup>:

Collect, use, or disclose a Social Security number from an individual, unless:

- i. required to do so under State or federal law, rules, or regulations, or the collection, use, or disclosure of the Social Security number is otherwise necessary for the performance of the Illinois Community College Board's duties and responsibilities;
  - ii. the need and purpose for the Social Security number is documented before collection of the Social Security number; and
  - iii. the Social Security number collected is relevant to the documented need and purpose.
- 2) Require an individual to use his or her Social Security number to access an Internet website.
  - 3) Use the Social Security number for any purpose other than the purpose for which it was collected.

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<sup>1</sup> These prohibitions do not apply in the following circumstances:

- (1) The disclosure of Social Security numbers to agents, employees, contractors, or subcontractors of a governmental entity or disclosure by a governmental entity to another governmental entity or its agents, employees, contractors, or subcontractors if disclosure is necessary in order for the entity to perform its duties and responsibilities; and, if disclosing to a contractor or subcontractor, prior to such disclosure, the governmental entity must first receive from the contractor or subcontractor a copy of the contractor's or subcontractor's policy that sets forth how the requirements imposed under this Act on a governmental entity to protect an individual's Social Security number will be achieved.
- (2) The disclosure of Social Security numbers pursuant to a court order, warrant, or subpoena.
- (3) The collection, use, or disclosure of Social Security numbers in order to ensure the safety of: State and local government employees; persons committed to correctional facilities, local jails, and other law-enforcement facilities or retention centers; wards of the State; and all persons working in or visiting a State or local government agency facility.
- (4) The collection, use, or disclosure of Social Security numbers for internal verification or administrative purposes.
- (5) The disclosure of Social Security numbers by a State agency to any entity for the collection of delinquent child support or of any State debt or to a governmental agency to assist with an investigation or the prevention of fraud.
- (6) The collection or use of Social Security numbers to investigate or prevent fraud, to conduct background checks, to collect a debt, to obtain a credit report from a consumer reporting agency under the federal Fair Credit Reporting Act, to undertake any permissible purpose that is enumerated under the federal Gramm Leach Bliley Act, or to locate a missing person, a lost relative, or a person who is due a benefit, such as a pension benefit or an unclaimed property benefit.

**REQUIREMENT TO REDACT SOCIAL SECURITY NUMBERS**

The Illinois Community College Board shall comply with the provisions of any other State law with respect to allowing the public inspection and copying of information or documents containing all or any portion of an individual's Social Security number. The Illinois Community College Board shall redact social security numbers from the information or documents before allowing the public inspection or copying of the information or documents.

When collecting Social Security numbers, the Illinois Community College Board shall request each SSN in a manner that makes the SSN easily redacted if required to be released as part of a public records request. "Redact" means to alter or truncate data so that no more than five sequential digits of a Social Security number are accessible as part of personal information.

**EMPLOYEE ACCESS TO SOCIAL SECURITY NUMBERS**

Only employees who are required to use or handle information or documents that contain SSNs will have access. All employees who have access to SSNs are trained to protect the confidentiality of SSNs.

**Item #10.4 – Approval for Lease of Office Space**

The Illinois Community College Board hereby approves the President/CEO to enter into a lease agreement until June 30, 2015 with the Illinois Community College System Foundation for 25,166 square feet of space at the Harry L. Crisp Educational Center.

**Item #10.5 – Request for Capital Project Approval**

The Illinois Community College Board hereby approves changes in the scope of work for the previously approved project at Joliet Junior College for the Facility Services project and recognizes \$646,400 of local college funds already spent and another \$2,292,200 of local funds to be spent as match for the Allied Health Building construction project.

A roll call vote was taken, with the following results:

Guy Alongi	Yea	Rudolph Papa	Absent
Suzanne Morris	Yea	Thomas Pulver	Yea
Randy Barnette	Yea	Judith Rake	Yea
James Dumas	Yea	Jake Rendleman	Yea
Victor Henderson	Absent	Austin Ashby	Yea

The motion was approved.

**Item #14 – Public Comment**

There was no public comment at this time.

**Item #13 – Other Business**

There was no other business at this time.

**Item #6 – Advisory Organizations**

**Item #6.1 – Illinois Community College Faculty Association**

Dr. Linda Hefferin announced that the 2011 ICCFA Annual Teaching and Learning Conference will be held October 20-21 in Springfield at the Crowne Plaza. The ICCFA appreciates the assistance of the ICCB in collecting its annual dues from the colleges. The dues help conduct the low-cost informative conference and allow faculty the chance to submit their best-practices. The ICCFA awards six student scholarships, four excellence awards, and four grant opportunities. Further details about the conference may be found at [www.iccfa.org](http://www.iccfa.org).

The next meeting of the ICCFA will be held tonight at the Crowne Plaza and will feature Chief of Staff for Lieutenant Governor Sheila Simon.

**Item #6.2 – Student Advisory Committee**

Austin Ashby reported that SAC has come a long way in the last two meeting and the students are coming together and reaching a consensus on how to fix problems at our respective colleges.

The awards and recognition committee has the awards banquet for the end of the year is planned.

The local issues committee is focusing on student involvement. Discussion in this committee has focused around how the students can go back to their campus and get other students to become more involved in various activities.

The legislative committee is focusing upon college and career readiness and that will be the focus for this year's lobby day, which will be held either April 6th or 14th.

The outreach committee has decided for the students to return to their campuses and raise funds for the tenth anniversary 9/11 project. The funds raised will purchase a cobblestone or paver for the memorial on behalf of all Illinois community college students.

Chairman Alongi asked Mr. Ashby what the cost was for one of the pavers.

Mr. Ashby stated that a large paver that is 3 feet by 2 feet is \$1,000 and a cobblestone was \$200 or \$250. The students would like to purchase one or possibly even two pavers.

Chairman Alongi asked Allison Ray to send an email to all of the Board members in case they wish to make a donation to the students for the purchase of a paver.

Thomas Pulver commented that it was great that 20 students participated in the last meeting, but was curious why there are not 48 students and what did Mr. Ashby think was the reason that students did not attend the meetings.

Geoffrey Obrzut stated he thought a major factor was cost and Mr. Ashby agreed that lack of resources was a factor.

Discussion took place regarding the funding to attend meetings, but also finding the time off from work, school, and family to attend. Other factors include students that are members of the National Guard and students from colleges that simply so not have a very active student population.

**Item #6.3 – Illinois Community College Trustees Association**

David Harby, ICCTA President thanked Chairman Alongi for his leadership with not only the ICCB, but also with the relationship with the ICCTA. Also thanked was Suzanne Morris for her representation on the MAP Task Force.

Mr. Harby introduced Bob Johnson, a trustee from Kishwaukee Community College. Mr. Johnson is the treasurer for ICCTA and he took time to serve on the MAP Task Force as well.

At this time, with the concurrence of Mr. Johnson, Mr. Harby announced that the ICCTA would donate \$1,000 to the Student Advisory Committee for a paver at the 9/11 memorial. Mr. Harby felt that Mr. Ashby's presentation was wonderful and wanted to help the students. Mr. Ashby thanked Mr. Harby.

The next ICCTA meeting is February 13-14 in Washington, D.C. this is the annual legislative conference and is being held in conjunction with the national trustees association. The ICCTA legislative agenda will be adopted at that meeting.

ICCTA will meet again on March 11-12 in Schaumburg and lobby day will be May 3 in Springfield.

Chairman Alongi thanked Mr. Harby for the donation to the students.

Suzanne Morris thanked Mr. Harby for his testimony at the task force meetings as well.

**Item #6.4 – Illinois Community College System Foundation**

Dr. Ray Hancock reported that the building project is complete and he is very appreciative of the support from Mr. Obrzut, Dr. Johnson, Dr. Anderson, Ellen Andres, and all of the ICCB staff and Board. A dedication ceremony will be held sometime in the late winter or early spring and Dr. Hancock would appreciate input for that ceremony.

All of the Foundation programs are going well. One project Dr. Hancock has been very involved in is with a software firm – VMware. This firm runs a virtualization program that they can go into an office or college and sell some software and or hardware, but then they

are able to make a system work much longer without having to buy separate software and computers, which is also very cost-effective. This company needs employees to go into institutions to implement the software and hardware. Currently, VMware is working with Dr. Johnson and Lavon Nelson, Senior Director for Workforce Development, to develop a program to assist the company with the training for employees for the implementation process. Thus far, two colleges have agreed and one is considering to perform the initial training and HP corporation would hire all 2,000 students. Eventually, all of the colleges will have the ability to train these individuals. Some states that have had success with this system include Michigan and Ohio. The Foundation would receive a commission and the ICCB and colleges would conduct a number of training programs that could produce thousands of students.

Todd Jorns, Senior Director for Distance Learning acknowledged that at the last Working Connections Institute offered a course exclusively about VMware. The ICCB is training community college faculty across the state and another course will be offered at this year's institute as well.

**Item #6.5 – Presidents’ Council**

Mr. Terry Bruce, CEO of Illinois Eastern Colleges is representing Dr. Jerry Weber today. Mr. Bruce announced that the Presidents’ Council has been meeting with Lieutenant Governor Sheila Simon. Lieutenant Governor Simon has been charged with taking on sustainability and education, both of which are areas that the Presidents’ Council are, of course, very involved. The Lieutenant Governor is going to visit all of the community colleges in the state and the presidents are going to help coordinate that effort to highlight their colleges.

The Presidents’ Council is actively pursuing legislation regarding the transfer of courses from community colleges to four-year institutions. There has been a lot of work on the Illinois Articulation Initiative (IAI) between community colleges and the senior institutions to articulate all courses and the legislation would clarify all of the “loose ends” that currently exists. The community college and university presidents have met and discussed the issues, some of them major and others minor, and part of the problem is programs and whether or not a specific course will transfer to a specific program. Mr. Bruce gave some specific examples and expressed that many feel legislation would clarify the issues and recognized that the Illinois Board of Higher Education (IBHE) has been very cooperative in trying to work out problems.

The Illinois Student Assistance Commission (ISAC) MAP and the Blue Ribbon Task Force have been closely monitored by the Presidents’ Council. Mr. Bruce thanked Suzanne Morris and David Harby for their activity on this issue as well. The Presidents’ Council has not taken a stand on the issue, but at the February 10-11 meeting in Bloomington the presidents will listen to a presentation from Tom Schmidt, the Blue Ribbon Task Force moderator, and Mr. Bruce believes a position will be taken on the issue.

As just mentioned, the next meeting of the Presidents’ Council will be February 10-11 in Bloomington and Dr. George Reid, the new Executive Director for IBHE and Lieutenant Governor Simon will be there to speak.

Mr. Bruce distributed a hand-out that he created for his board explaining the impact of the new tax proposal on community colleges. The point he stressed is that even with the tax increase to individuals and corporations, and taking away the corporate deduction on net operating losses, the changes do not raise enough money to pay current debts and operate the State of Illinois. The state could face up to another four years of hard financial times. One solution that is popular is to support a bond issue of about \$6.5 billion to help pay existing debts, carry forward all monies owed to healthcare for state employees (about \$2 billion) and then it would bring the state current in its bills. A problem has also developed due to the court decision voiding the capital funding, which most likely will take up a lot of time for the General Assembly to solve.

Randy Barnette asked Mr. Bruce why the Presidents’ Council has not taken a strong stand against the ISAC MAP bonding issue, when the other community college partners have and if Mr. Bruce had any insight as to why that is.

Mr. Bruce stated it was due to timing, the ICCB asked Gayle Saunders, President of Richland Community College to take a look at it and a group that she was a part of asked to complete their work on the issue before the Presidents’ Council took a vote. At the next



Agenda Item #11.1  
March 18, 2011

Presidents' Council meeting in February, Mr. Bruce is certain the presidents will take a vote.

Mr. Barnette also asked Mr. Bruce if he had any insight pertaining to the legislation that may be introduced regarding articulation.

Mr. Bruce replied that he did not and that Ed Duffy and Liz Brown, lobbyists for Presidents' Council were dealing with the legislation.

Mr. Barnette also asked if the legislation would be introduced during this legislative session and Mr. Bruce confirmed. Mr. Bruce suggested that the IAI issue was something that the Board may want to explore. An extensive discussion took place regarding some of the particular nuances of the IAI process.

**Item #12 – Executive Session**

James Dumas made a motion, which was seconded by Randy Barnette, to approve the following motion:

Under the Open Meetings Act, Section 2a, a public body may hold a meeting closed to the public, or close a portion of a meeting to the public, upon a majority vote of a quorum present. A quorum is present and the vote of each member on the question of holding a meeting closed to the public, shall be publicly disclosed at the time of the vote.

To enter Executive Session for the purpose of discussing personnel contract matters and review of Executive Session minutes, all which qualify as acceptable exceptions under Section 2(c) of the Open Meetings Act to hold a closed session.

A roll call vote was taken, with the following results:

Guy Alongi	Yea	Rudolph Papa	Absent
Suzanne Morris	Yea	Thomas Pulver	Yea
Randy Barnette	Yea	Judith Rake	Yea
James Dumas	Yea	Jake Rendleman	Yea
Victor Henderson	Absent	Austin Ashby	Yea

The motion was approved and the Board entered Executive Session at 11:07 a.m.

Judy Rake made a motion, which was seconded by Jake Rendleman, to reconvene into Public Session at 11:57 a.m.

A roll call vote was taken, with the following results:

Guy Alongi	Yea	Rudolph Papa	Absent
Suzanne Morris	Yea	Thomas Pulver	Yea
Randy Barnette	Yea	Judith Rake	Yea
James Dumas	Yea	Jake Rendleman	Yea
Victor Henderson	Absent	Austin Ashby	Yea

The motion was approved.

Agenda Item #11.1  
March 18, 2011

Suzanne Morris made a motion, which was seconded by Thomas Pulver, to approve the following motion:

The Illinois Community College Board hereby determines that minutes of its executive sessions held on March 25, 2005; April 22, 2005; June 17, 2005; September 16, 2005; September 21, 2005; September 15, 2006; November 17, 2006; January 22, 2007; February 26, 2007; March 26, 2007; June 8, 2007; May 19, 2008; September 19, 2008; July 17, 2009; September 18, 2009; November 20, 2009; January 27, 2010; March 26, 2010; and June 4, 2010 are to remain confidential. All other executive session minutes have been made available for public inspection.

A roll call vote was taken, with the following results:

Guy Alongi	Yea	Rudolph Papa	Absent
Suzanne Morris	Yea	Thomas Pulver	Yea
Randy Barnette	Yea	Judith Rake	Yea
James Dumas	Yea	Jake Rendleman	Yea
Victor Henderson	Absent	Austin Ashby	Yea

The motion was approved.


**Item #15 – Adjournment**

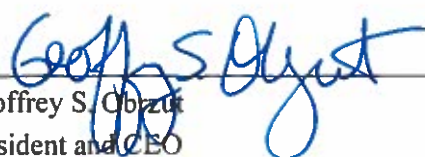
Jake Rendleman made a motion, which was seconded by James Dumas, to adjourn the Board meeting at 11:59 p.m.

A roll call vote was taken, with the following results:

Guy Alongi	Yea	Rudolph Papa	Absent
Suzanne Morris	Yea	Thomas Pulver	Yea
Randy Barnette	Yea	Judith Rake	Yea
James Dumas	Yea	Jake Rendleman	Yea
Victor Henderson	Absent	Austin Ashby	Yea

The motion was approved.

  
\_\_\_\_\_  
Guy H. Alongi  
Chair

  
\_\_\_\_\_  
Geoffrey S. Obzut  
President and CEO