

Item #10.1  
March 16, 2018

APPROVED

Minutes of the 428<sup>th</sup>  
Meeting of the  
Illinois Community College Board  
Harry L. Crisp II Community College Center  
Second Floor Conference Room  
401 East Capitol Avenue  
Springfield, IL

January 19, 2018

**RECOMMENDED ACTION**

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the January 19, 2018 meeting as recorded.

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

Vice Chair Bruce called the Board meeting to order at 9:03 a.m. and asked Ann Knoedler to call roll. The following Board members were present at this time: Jim Ayers, John Bambenek, Nick Kachiroubas, Teresa Garate, and Dustin Heuerman. A quorum was declared. NOTE: Ann Kalayil was on her way to the meeting. Laz Lopez was on the phone. Board members Suzanne Morris, Doug Mraz and Guy Alongi were absent.

**Item #2 – Announcements and Remarks by Mr. Terry Bruce, Board Vice Chair**

**Item #2.1a - Attendance by Means other than Physical Presence**

Vice Chair Bruce stated that Board Chair **Laz Lopez** is unable to attend today's meeting due to a work conflict. According to Section 7 of the Open Meetings Act, **Laz Lopez** may participate in today's meeting via conference call and the Board needs a motion to allow his attendance.

Nick Kachiroubas made a motion, which was seconded by Jim Ayers, to allow Board Chair **Laz Lopez** to participate in today's Board meeting via conference call.

The motion was approved by a unanimous voice vote.

**Laz Lopez** stated, for the record, he is located at his place of employment at his district office and unable to attend the Board meeting due to a work conflict.

**Item #3 - Board Member Comments**

There were no comments.

**Item #3.1 – Illinois Board of Higher Education**

John Bambenek gave a brief update on the last meeting held by the IBHE. The main focus of discussion was the budget for higher education; however, it was tabled do to some disagreement. The special meeting to conduct further discussions on the proposed budget has not yet been set.

**Item #3.2 – Public Agenda Report**

Teresa Garate reported the IBHE is currently working on the final stages of the Public Agenda report. The final report will hopefully be ready for the ICCB to vote on endorsing it at the March 16, 2018 Board meeting. It should be completed for the ICCB to review before the March board meeting.

**Item #4 - Executive Director Report**

Dr. Karen Anderson began by stating ICCB staff attended the IL General Assembly Higher Education 12 member Working Group Meeting in Chicago on December 4<sup>th</sup>. Discussions took place on issues in higher education. They also heard specific initiatives each agency is performing to improve the affordability, efficiency and effectiveness of Illinois public universities and community colleges. ICCB staff highlighted the work that has been done to improve college readiness, statewide placement agreement, dual credit, transitional math, apprenticeship programs, the workforce education strategic plan, the State goal of 60% of the adult population with a high-quality credential by 2025 (60 by 25), the statewide career agreement recently put in place, and the program approval process.

Earlier this week, ICCB staff also held the final meeting of the Adult Education and Strategic Plan Committee, which included four Representatives from the General Assembly.

As discussed at the December board meeting, the ICCB staff began the targeted recognition visit this past week at the City Colleges of Chicago and also met with Chancellor Salgado. City Colleges of Chicago has been very cooperative. Chancellor Salgado stated they had started an investigation on the pastry school prior to the article being released. CCC is very interested in implementing procedures that will prevent these kinds of issues in the future. ICCB will make recommendations and report the findings, which will be public.

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Board member Ann Kalayil arrived at 9:37 a.m.

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**Item #4.1 – Illinois Community College Board Goals Update**

It is required to give an update on the accomplishments within the board goals during the January and June Board meetings. Dr. Anderson gave an update on the progress of the Board goals.

**Goal 1: Smooth the Transition for all students into and through Postsecondary Education**

The focus of the last few months has been on four different areas:

- Placement policies:
  - ICCB has been engaged with the Chief Academic Officers and the Chief Student Officers to draft recommendations for placement methods and will be reviewed with the Presidents at their meeting next week
- Early college credit:
  - advanced placement - getting students to submit their scores
  - dual credit – faculty qualifications
- Remediation:
  - Continue to increase the co-requisite instruction models that have proven to be successful, reduced both remedial course hours and number of remedial students
  - STEM, quantitative literacy and statistics, and technical math

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- Postsecondary Workforce Readiness:
  - Involves transition courses, from high school into college level course-work, pilots of competency based education programs in high schools, college and career pathways endorsements that would appear on diplomas – bridging the gap funds being used – work is being aligned with the early college credit

Goal 2: Contribute to the economic development of Illinois by providing robust workforce training, increasing credential attainment, and closing the skills gap through talent pipeline management

Jennifer Foster will speak more on the following topics:

- High School Equivalency
- Workforce Strategic Plan
- Adult Education Strategic Plan
- Career pathways

Goal 3: Engage with all stakeholders to align board policies to improve student outcomes and increased access to public information on system effectiveness

- Enrollment trends and public transparency:
  - Most of the ICCB's efforts have gone toward two projects in conjunction with other state agencies:
    - Career Outcomes Tool – IL Department of Employment Security (IDES), IL Student Assistance Commission (ISAC), IL Board of higher Education (IBHE)
    - IL Postsecondary Report Card – IBHE - uniform attempt to show performance of community colleges
- Communications strategy:
  - ICCB new logo
- Statutory cleanup legislation
- IT strategic plan:
  - ICCB conducted a half-day session on IT needs – identified low cost solutions – looked at aligning the internal needs with the needs of the system

## **Item #5 - Committee Reports**

### **Item #5.1 - Academic, Workforce, and Student Support**

Dustin Heurman stated the committee met on Thursday, January 18<sup>th</sup> at 5:00 p.m.

- Brian Durham provided a refresher on the teach-out of the AAT (Associate of Arts in Teaching) degree that was discussed at the last committee meeting and will come to the full Board for approval.
- Nathan Wilson provided a synopsis of the Gates Early Indicators of Student Success Project that ICCB is working on. This project will help develop indicators of student success that will benefit community colleges state-wide when addressing persistence and retention. Illinois is one of four states engaged in this project (the others are TX, NY, VA).
- Jennifer Foster provided a brief synopsis of ICCB's endeavors with updating the WIOA Unified Plan that is due in March and incorporation of the Statewide Workforce Board Strategic Plan.

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- Brian Durham also provided a brief synopsis of two new programs that are coming to the full Board during the meeting.
- Jeff Newell stated that the new student board member will likely be elected this afternoon and will join the Board at the March 16<sup>th</sup> meeting in Joliet.

The committee adjourned at 5:50 pm.

**Item #5.1a - Associate of Arts in Teaching: Permanent Degree Program Closure**

The Associate of Arts in Teaching (AAT) once had the potential to be an important stepping-stone for students seeking to become qualified teachers in Illinois. However, over the past few years, there have been many changes to teacher education requirements in Illinois, which have caused transferability concerns among postsecondary institutions. Because of these changes and other issues related to scheduling and completion numbers, colleges have advised students to enroll in traditional AA programs, thereby ensuring a more seamless transfer to four-year institutions.

After reviewing the data, consulting all the AAT granting colleges, the IBHE, and two-year and four-year faculty, ICCB staff is recommending that this degree option be permanently phased out and closed, effective February 1, 2018. As a result, no new students will be allowed to enroll into an AAT program beginning in the summer of 2018. Currently enrolled students in the program would be allowed to complete their degree requirements, provided they stay continuously enrolled and otherwise meet the appropriate enrollment requirements of their home institutions.

Dustin Heuerman made a motion, which was seconded by John Bambenek, to approve the following item:

The Illinois Community College Board hereby authorizes the ICCB staff to work with colleges to phase out and close the Associate of Arts in Teaching degree, with an initial effective date of February 1, 2018.

A roll call vote was taken with the following results:

Jim Ayers	Yea	Nick Kachiroubas	Yea
John Bambenek	Yea	Ann Kalayil	Yea
Teresa Garate	Yea	Terry Bruce	Yea
Dustin Heuerman	Yea		

The motion was approved.

**Item #5.2 - Finance, Operations, and External Affairs**

The Committee met on Friday, January 19<sup>th</sup> at 8:00 a.m. and discussed the following items:

- Timeliness of State payments for colleges and adult education grantees
  - Fiscal Year 2017 final payments – \$51 million outstanding
  - Fiscal Year 2018 payments – \$162 million received
- Financial Statements: Fiscal Year 2018
  - State General Funds
  - Special State Fund
  - Federal Funds
  - Bond Financed Funds

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- Fiscal Year 2019 Capital Budget Request
- Spring 2018 Legislative Agenda – voting on in item #5.2a
- Administrative Rules
- Employee Handbook Update –
  - adds Sexual Harassment Policy
- Proposed Amendment to Administrative Rules
  - adds Prior Learning Assessment Rules
- Adult Education Strategic Plan Outreach

**Item #5.2a - Spring 2018 Legislative Agenda**

Matt Berry stated the Illinois Community College Board is requested to approve the Spring 2018 Legislative Agenda and authorize board staff to introduce legislation in the Illinois General Assembly to enact the Agenda.

Nick Kachiroubas made a motion, which was seconded by John Bambenek, to approve the following motion:

The Illinois Community College Board hereby approves the following Spring 2018 Legislative Agenda and authorizes board staff to introduce legislation to enact agenda:

1. Modernization of the Public Community College Act;
2. Community College Joint Purchasing Authority; and
3. Funds for Apprenticeships Programs (\$25 million).

A roll call vote was taken with the following results:

Jim Ayers	Yea	Nick Kachiroubas	Yea
John Bambenek	Yea	Ann Kalayil	Yea
Teresa Garate	Yea	Terry Bruce	Yea
Dustin Heurman	Yea		

The motion was approved.

**Item #6 - Advisory Organizations**

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

Mr. Allan Levandowski reported the annual Teaching and Learning Conference was held on November 16-17 in conjunction with the Illinois Council of Community College Administrators (ICCCA). It was the largest attended conference for either group. They plan to conduct a joint retreat to plan for the 2018 conference, which will be held on the same dates as 2017.

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Vice Chair Bruce gave the below report for the Illinois Community College Presidents Council:

The ICCCP has not met since the December 1<sup>st</sup> Board meeting; however, here are few updates:

- The Illinois Council of Community College Presidents will hold its annual joint meeting with the Chief Academic Officers (CAOs) and the Chief Student Services Officers (CSSOs) on January 25<sup>th</sup> at Heartland Community College. The following items are on the agenda:

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- Representatives from Robbins Schwartz will present on free speech, campus demonstrations, and academic freedom relative to the national issues and today's social media.
  - Kathy Almy (ICCB) will present on the Post-Secondary and Workforce Readiness Act.
  - Dr. Judy Marwick (Harper College) will share the work by the Placement Scores Review Task Force.
  - Brian Durham (ICCB) will provide an overview on the new CAREERS Agreement.
- The ICCCP meeting is scheduled for January 26<sup>th</sup> at Heartland Community College. Dr. Al Bowman will meet with the presidents at the Presidents' Forum at 9 a.m.
  - Dr. John Avendano (President of ICCCP) met with President Larry Dietz (President of ISU and Convener of the University Presidents) to discuss issues and challenges the Illinois community college system face in higher education in Illinois. There is hope to continue discussions with a broader group of respective community college presidents and university presidents.
  - Other issues that will continue to be discussed include dual credit by the universities, recruitment relative to the CAREERS Agreement, changes within IBHE and recognition/support/acknowledgement of community colleges, and, of course, the budget for FY19.

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The Board took a break at 10:16 a.m.  
Chair Lopez left the meeting at 10:16 a.m.  
The Board returned from break at 10:28 a.m.

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**Item #7 – Focus on Board Goals**

**Item #7.1 - Adult Education Strategic Plan Update**

The Adult Education Strategic Plan aligns with Board Goal #2.

Senate Joint Resolution (SJR) 40 created the Statewide Task Force on the Future of Adult Education and Literacy within the Illinois Community College Board. The charge of the task force is to develop a strategic plan for Adult Education. The twenty-nine member task force includes representatives from the Illinois Community College Board, the Office of the Governor, Members of the General Assembly, state agencies, educational partners that includes adult education, community colleges, and career technical education, and the philanthropic community. The task force is chaired by Dr. Karen Hunter Anderson.

The Adult Education Strategic Plan Task Force held meetings between October 2017 and January 2018 in the development of a five year Strategic Plan. The Task Force developed a draft strategic plan that was made available to wide audience for comment and feedback. Four goals were identified by the taskforce in the draft report. They include:

- Goal #1: Improve Outcomes by Scaling Effective Models and Strategies Across the System
- Goal #2: Increase Postsecondary Transitions and Credential Attainment
- Goal #3: Strengthen College and Career Readiness
- Goal #4: Develop Life-long Career Pathways Systems & Enabling Technologies

The final report is due to the Governor and General Assembly on January 31, 2018. A link to the draft report is available at:

[https://www.iccb.org/iccb/wp-content/pdfs/adulted/publications\\_reports/ICCB\\_AE\\_Strategic\\_Plan\\_Draft\\_1-4-18.pdf](https://www.iccb.org/iccb/wp-content/pdfs/adulted/publications_reports/ICCB_AE_Strategic_Plan_Draft_1-4-18.pdf).

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The next steps include:

- Develop Action Strategies and Timelines: February through April 2018
- Submit Final Report to the Board: June 2018
- Effective Date: July 1, 2018 – June 30, 2023
  
- Develop an awareness campaign:
  - Spring
    - Targeted Executive Summary
    - Capitol Press Conference with Legislators (Early February)
    - Press Release
    - Newspaper Editorials Around State (in cooperation with local providers)
    - Present at P-20 Council & IWIB
  - Summer:
    - Presentation to Business & Industry Groups/Conferences
  - Fall:
    - Adult Education Week
      - Assign/Develop Activities Across the State to Celebrate Adult Education Week – Highlight Strategic Plan
      - Examples could include – Adult Education Job Fair, Legislative Tours, Provider Events
      - Social Media / Press / Public Communication that Highlights Student Stories
  
- Develop a crosswalk between other plans: February – April 2018
- Provide Professional Development and Training Opportunities to the field: April – December 2018

**Item #7.2 - High School Equivalency Alternative Credentialing Methods Update**

The work being done with the High School Equivalency Alternative Credentialing Methods also aligns with Board Goal #2.

In 2015, the Illinois Community College Board (ICCB) approved the recommendations of the High School Equivalency (HSE) Taskforce to adopt and make available statewide three assessments to certify the receipt of an Illinois High School Equivalency Certificate. These include: GED®, HiSet®, and the TASC®. The Taskforce also provided an additional recommendation to form an HSE Alternative Credentialing Methods (ACM) Taskforce to investigate other ways in which an Illinois High School Equivalency Certificate could be granted.

In January 2017, the Illinois Community College Board approved the following recommendations from the Alternative Credentialing Methods Taskforce:

1. To create an alternative HSE credential based on a candidate's high school transcript/HSE credit.
  2. To create an alternative HSE credential based on a candidate's post-secondary credit.
  3. To create an alternative HSE credential based on a candidate's foreign diploma.
  4. To create a competency based education alternative HSE credential but use a working group to further investigate the criteria and requirements.
- Established three Assessments for measuring High School Equivalency (July 1, 2016)
    - GED®
    - HiSET®
    - TASC™

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- Establish three Alternative Credentialing Methods (July 1, 2018)
  - High School Equivalency (HSE) Certificate –High School or HSE Credit
  - High School Equivalency (HSE) Certificate – Post-Secondary or HSE Credit
  - High School Equivalency (HSE) Certificate – Foreign Diploma or HSE Credit
- Provide Professional Development in May – June 2018
  - Train approximately 35 Regional Offices of Education
  - Train approximately 81 Adult Education Providers
- Pilot Competency Based Instruction (Fall)
  - Release application and process
  - Select three to five Programs (1<sup>st</sup> Cohort)
- Develop Evaluation Process Summer –through Fall 2018
- Develop Professional Development and Training – Summer through Early Fall 2018
- Analyze 1<sup>st</sup> Quarter data- March 2019
- Make Revisions

**Item #8 – New Units of Instruction**

**Item #8.1 – Lewis and Clark Community College and Illinois Valley Community College**

John Bambenek made a motion, which was seconded by Teresa Garate, to approve the following items:

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**

- Agronomy Associate in Applied Science (A.A.S.) degree (60 credit hours)

**Lewis & Clark Community College**

- Web Design & Development Associate in Applied Science (A.A.S.) degree (60 credit hours)

The motion was approved by a unanimous vote voice.

**Item #9 - Adoption of Minutes**

**Item #9.1 - Minutes of the December 1, 2017 Board Meeting**

Ann Kalayil made a motion, which was seconded by Dustin Heuerman, to approve the following motion:

The Illinois Community College Board hereby approves the Board minutes of the December 1, 2017 meeting as recorded, including the following amendment: Board member Kachiroubas requested his location during the meeting be removed from the minutes.

The motion was approved by a unanimous vote voice. Teresa Garate abstained.



**Item #10 – Consent Agenda**

**10.1 Fiscal Year 2019 Capital Budget Request**

Nick Kachiroubas made a motion, which was seconded by John Bambenek, to approve the following motion:

The Illinois Community College Board hereby:

1. Approves the fiscal year 2019 Capital Budget Request for the Illinois Community College System as presented in the attached Table 1 and Table 2;
2. Authorizes the submission of the request to the Governor’s Office of Management and Budget, the Illinois Board of Higher Education, and the Illinois General Assembly; and
3. Authorizes its Executive Director, with the concurrence of the Chair, to make technical adjustments to the request if more refined data become available.

A roll call vote was taken with the following results:

Jim Ayers	Yea	Nick Kachiroubas	Yea
John Bambenek	Yea	Ann Kalayil	Yea
Teresa Garate	Yea	Terry Bruce	Abstain
Dustin Heuerman	Abstain		

The motion was approved. Dustin Heuerman and Terry Bruce abstained.

**10.2 Employee Handbook Update: Sexual Harassment Policy**

John Bambenek made a motion, which was seconded by Ann Kalayil, to approve the following motion:

The Illinois Community College Board hereby approves the adoption of the following Sexual Harassment Policy for inclusion in the ICCB Employee Guidebook.

The motion was approved via unanimous voice vote.

**10.3 Cooperative Agreements**

**10.3a Lake Land College and Illinois Department of Corrections**

Jim Ayers made a motion, which was seconded by Nick Kachiroubas, to approve the following motion:

The Illinois Community College Board hereby approves Lake Land College to enter into negotiations with the home district of each correctional facility listed in this item and with the IDOC to offer educational services to the listed correctional institutions.

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A roll call vote was taken with the following results:

Jim Ayers	Yea	Nick Kachiroubas	Yea
John Bambenek	Yea	Ann Kalayil	Yea
Teresa Garate	Yea	Terry Bruce	Abstain
Dustin Heuerman	Abstain		

The motion was approved. Dustin Heuerman and Terry Bruce abstained.

**Item #11 - Information Items**

There was no discussion.

**Item #11.1 - Fiscal Year 2018 Financial Statements**

**Item #11.2 - Proposed Amendments to the Illinois Community College Board Administrative Rules**

**Item #11.2a - Prior Learning Assessment**

**Item #12 - Other Business**

There was no other business.

**Item #13 - Public Comment**

There was no public comment

**Item #14 – Executive Session**

The Board did not enter into Executive Session.

**Item #15 - Executive Session Recommendations**

There were no recommendations made.

**Item #16 - Adjournment**

The Board adjourned the Board meeting at 11:36 a.m.