

APPROVED

Agenda
452nd Meeting of the
Illinois Community College Board

John A. Logan College
Building F, Room F104/105
700 Logan College Road
Carterville, IL

September 16, 2022

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the September 16, 2022, meeting as recorded.

Item #1 – Roll Call and Declaration of Quorum

Chair Lopez called the Board meeting to order at 9:02 a.m. and asked Ann Knoedler to call roll. The following Board members were present: Craig Bradley, Terry Bruce, An-Me Chung, Sylvia Jenkins, Larry Peterson, and Rene Juarez-Cuevas, Student Board member, were present. Teresa Garate and Paige Ponder were on the phone and will be voted into the meeting. Nick Kachiroubas was absent. A quorum was declared.

Item #2 - Announcements and Remarks by Dr. Lazaro Lopez, Board Chair

After roll and declaring a quorum, Chair Lopez stated the first order of business is voting in the two Board members on call, Teresa Garate and Paige Ponder.

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

Terry Bruce made a motion, which was seconded by Craig Bradley, to allow Board member Teresa Garate to participate in today's Board meeting via conference call.

A roll call vote was taken with the following results:

| | | | |
|----------------|-----|--------------------|-----|
| Craig Bradley | Yea | | |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Yea |
| Sylvia Jenkins | Yea | Lazaro Lopez | Yea |

The motion was approved. Student Advisory vote: yes.

Teresa Garate stated, for the record, she is in Wisconsin due to travel for work and unable to attend the Board meeting in person.

Item #11.1
December 2, 2022

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

Sylvia Jenkins made a motion, which was seconded by An-Me Chung, to allow Board member Paige Ponder to participate in today's Board meeting via conference call.

A roll call vote was taken with the following results:

| | | | |
|----------------|-----|--------------------|-----|
| Craig Bradley | Yea | | |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Yea |
| Sylvia Jenkins | Yea | Lazaro Lopez | Yea |

The motion was approved. Student Advisory vote: yes.

Paige Ponder stated, for the record, she is located at her place of employment in Chicago and unable to attend the Board meeting in person due to a work conflict.

Chair Lopez went on to welcome everyone to the September 16th Board meeting and thanked John A. Logan College for hosting. He stated how great it was to network with members of the Southern IL community at Board member Larry Peterson's home the evening of Thursday, September 15th. The examples of partnerships and connections in Southern IL was nice to see and the hospitality was appreciated.

Chair Lopez went on to welcome Dr. Sylvia Jenkins to her first Board meeting. Dr. Jenkins has been at Moraine Valley Community College for 35 years and President for 10 years. The Board welcomes Dr. Jenkins knowledge and experience to the Board and know how pleased the Illinois Council of Community College President's is to have her as a member of the Board. Chair Lopez asked that each of the Board members introduce themselves, say a little bit about their background, and how long they have been serving on the board during Board Member Comments.

Going back to July, the agency conducted a summer professional development day. Chair Lopez stated he had the opportunity to attend this event and was impressed by the collegiality and clear dedication of the staff. Some of what we are going to hear about today was reflected in that work. There will be a presentation about the agency's progress on the implementation of DEI initiatives at the agency and within the state. This same presentation was provided to staff as well. There were also conversations about how to be effective at remote work and addressing mental health challenges in the changing workplace.

September is workforce development month. Dr. Durham put out a short article on this in the newsletter, but it should also be acknowledged publicly how critical the role that community colleges play in workforce development. With over 4000 AAS degrees and certificates in the system, community colleges are leaders in workforce development in Illinois. Not to mention all the work that is being done with Early Childhood, the PATH program, dual credit, etc. John A. Logan College offers over 100 different programs, including everything from accounting to automotive to nursing, and often multiple, stackable credentials across each.

There are two action items that were voted on before the rest of the meeting can take place: vote on and affirm the Board goals and the Vice Chair Nomination.

Item #2.1 – ICCB Board Goals Review and Affirmation

On an annual basis, the ICCB reviews, modifies as appropriate, and affirms the Board’s Goals. These Goals provide guidance and direction to the Agency as it carries out its work on behalf of the Illinois Community College System and the students served by that system.

The Illinois Community College Board hereby affirms the mission of the state’s 48 community colleges to provide all Illinois residents with opportunities for economic and personal growth, civic engagement, and cultural awareness through a commitment to the following three goals:

- GOAL 1: Support minority, first generation, and low-income students across urban, rural, and suburban communities, through the promotion of evidence-based best practices that results in system wide improvement of equity metrics that reduce equity gaps.
- GOAL 2: Support a seamless transition for students into and through postsecondary education and the workforce by fostering system engagement and equitable access and outcomes for these students.
- GOAL 3: Contribute to economic development by supporting the Illinois community college system’s effort to provide robust workforce training, to expand apprenticeships, to increase credential attainment, to build quality career pathways, and to address the future needs of the Illinois workforce.

The Board has implemented its goals with a focus and commitment to equitable access, opportunities, and outcomes for all students. The Board promotes best practices, enables evidence-based decision-making, and supports system-wide continuous improvement.

Terry Bruce made a motion, which was seconded by An-Me Chung, to adopt the following motion:

The Illinois Community College Board hereby affirms its three adopted board goals to guide the work of the Agency for Fiscal Year 2023.

A roll call vote was taken with the following results:

| | | | |
|----------------|-----|--------------------|-----|
| Craig Bradley | Yea | Paige Ponder | Yea |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Yea |
| Teresa Garate | Yea | Lazaro Lopez | Yea |
| Sylvia Jenkins | Yea | | |

The motion was approved. Student advisory vote: yes.

Item #3 - Nomination of the Illinois Community College Board Vice Chair

Craig Bradley nominated Teresa Garate for the position of Vice Chair of the Illinois Community College Board, which was seconded by Terry Bruce. Seeing as there were no other nominations, Chair Lopez closed the floor and asked to take a roll call vote with the following results:

| | | | |
|----------------|-----|--------------------|-----|
| Craig Bradley | Yea | Paige Ponder | Yea |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Yea |
| Sylvia Jenkins | Yea | Lazaro Lopez | Yea |

The motion to nominate and elect Teresa Garate for the position of Vice Chair of the Illinois Community College Board was approved. Student advisory vote: yes.

With Board member Garate as Vice Chair, Dr. Sylvia Jenkins will assume the role of the IL Board of Higher Education representative on behalf of the ICCB.

Item #4 - Welcoming Remarks from Dr. Kirk Overstreet, President of John A. Logan College

Dr. Kirk Overstreet began by thanking the Board for holding their meeting at John A. Logan College. He went on to praise and thank ICCB staff for all the work they do for the system. The work that comes from the State provides the system education, culture, and brings opportunities to the economies. He went on to give the members a little bit about his background, experiences, and the struggles the rural colleges face. The president's council is very important in working together and collaborating across the state. Dr. Overstreet concluded his remarks by pointing out that Board member Larry Peterson is a former President and vice president from Southern Illinois. It is important for the Board to have representation from all parts of the state.

Item #5 - Board Member Comments

At this time, Chair Lopez asked that each of the Board members introduce themselves, say a little bit about their background, and how long they have been serving on the board.

Item #5.1 – Illinois Board of Higher Education Report

The Board met via Zoom on August 16th and spent most of the meeting discussing the Early Childhood Consortium work. The ICCB will be discussing this work as well during the December 2nd Board meeting. In addition to some regular business, such as approving programs, the bulk of this meeting was taken up with a presentation on the Early Childhood Consortium work to date. Ginger Ostro, IBHE Executive Director, Christi Chadwick from the ECE project director, Brian and Marcus from our staff presented on the progress of the project. The ECE law was signed in July of last year, so about 14 months ago. The law established the consortium that was focused on upskilling the ECE incumbent workforce, to promote equity, and to smooth pathways to students. In addition, the Consortium was to standardize methods for awarding credit for prior learning. The update really consisted of three areas: standardizing the awarding of credit for the Child Development Credential - the consortium approved a standardized approach that requires colleges and universities to award 6 credit hours of credit for any student who completes the CDA; the progress of implementing the mandate that ECE AAS degrees transfer to the four year colleges - most 4-years launching redesigned or expanded programs this fall to accommodate AAS transfer; update on scholarships - in fall of 2022, 500 scholarships were awarded and just opened in June for this academic year and there have been over 1200 applications. The following are eligible - Incumbent Early Childhood Workforce, work or have worked in early childhood setting (e.g., child care, preschool), and in a position such as a teacher, assistant, director.

https://www.ibhe.org/board/2022/August/approved/IBHE_Board_8.16.22_V4.pdf

The IBHE Board also approved some programs, including 8 Associate Degree programs from community colleges.

Item #6 – Executive Director Report

Executive Director Brian Durham began thanking President Overstreet and JALC for the hospitality. He also thanked Member Peterson for hosting the Board Thursday evening, which was a great opportunity to meet colleagues from Southern IL. Dr. Durham went on to welcome Dr. Sylvia Jenkins to the Board.

The 2022 Forum for Excellence Conference will be held September 22-24. Dr. Durham as well as Chair Lopez will both be speaking. The Forum has been taking place for over 20 years and is the premiere Adult Education and CTE professional development event in the state for community colleges and adult education providers. It is a place, for example, to pull administrators together, to share best practices, to provide important opportunities for interaction between the field and the agency—even more important now as everyone starts traveling again.

Congratulations to Parkland College, and its partner colleges (including JALC) for receiving the Strengthening Community College Training grant for just under 5million. Whitney Thompson will go into more detail during her presentation.

Allocations and accompanying planning templates are now available for the Pipeline for the Advancement of the Healthcare Workforce (PATH) grant program. Allocations include a base amount of \$100,000 and then are based upon completions in a set of priority programs (nursing, CNA, respiratory care, EMT, etc), with the bulk of other healthcare completions also qualifying. Twenty-five million is currently being distributed across the system for this project. ICCB also hired a project manager just this past month to lead the work.

A press conference was held August 18 at Illinois Central College (Peoria) touted the outstanding success of the WEI program. On hand for the event, was Leader Jehan Gordon-Booth, a driving force behind the program's inception, as well as ICCB staff Jennifer Foster.

Since the last Board meeting, and based upon the Board's approval, The East St. Louis Higher Education Campus (ESLHEC) will now be known as the Wyvetter H. Younge Higher Education Campus in honor of the East St. Louis native and longtime state representative who, for years, worked to better the lives of the people of St. Clair County. On April 23, 2021, the Illinois House of Representatives adopted House Resolution 50 (HR 50), sponsored by Representative Greenwood, asking the General Assembly to change the name of the campus, so this emanates from that resolution and was approved at the June Board meeting.

On August 4, 2022, the ICCB released the fiscal year 2022 Illinois Veterans and Illinois National Guard grant allocations. The appropriation for this grant is \$4,264,400. The grant allocations are based on reimbursement of tuition waivers for Illinois Veterans and National Guard students. Previous fiscal years appropriated the grants as line-item amounts to the institutions, which often resulted in some colleges being unable to fully utilize their allocation, while others did not receive enough allocation to cover all of their claims. In fiscal year 2022, the appropriation was changed to a lump sum amount given to ICCB to allocate to the colleges. This allowed ICCB to ensure the allocation more closely matched the college's claim. For fiscal year 2022, ICCB was able to fully reimburse all claimed Veterans and National Guard amounts submitted by the colleges for the waived tuition.

ICCB staff recently attended the State Higher Education Executive Officers Association (SHEEO) Meeting in Indianapolis. ICCB staff Marcus Brown presented a session entitled "Building Capacity Across Illinois to Scale Corequisite Supports," alongside representatives of the Partnership for College Completion. Dr. Brown has been working with the Partnership and the system on scaling developmental education reforms building off the great work ICCB has done in Transitional Instruction, placement testing, and the Development Education Reform Act.

Dr. Durham stated ICCB staff, Nathan Wilson, has been leading ICCB's work with the Governor's Office and the Department of Innovation Technology on the continued implementation of the ILDS system. One of the chief conversations that keeps coming up in this context is the need for additional resources to make sure the agency has the staff and the capacity to manage our own, as well as the system's data challenges. There will be more significant discussions on this topic over the next year. Mr. Wilson will give an update on any details on the state of ILDS at the December meeting

Dr. Durham concluded his report by announcing the 2022 ICCCA/ICCFA Conference will be held on November 17 – 18. It will be held in Champaign at the I-Hotel. It is a great opportunity where staff are presenting on several ICCB initiatives.

Item #7 - Advisory Organizations

Item #7.1 – Illinois Council of Community College Presidents

Mr. Terry Wilkerson could not be at the meeting so Dr. Durham will give the report. The Council met on September 9th in Springfield. The members heard a presentation by BibliU along with Updates from IL Community College Board, Legislative – Liz Brown-Reeves, IL Community College Trustees Association - Jim Reed, Maureen Dunne, IL Student Assistance Commission, Chief Academic Officers Group – Susan Campos, Illinois Green Economy Network - Katie Davis, and Illinois Community College System Foundation. The next meeting for the Council will be on November 11th at the DoubleTree Suites by Hilton in Downers Grove. Also, during this meeting, the Council announced their new committee structure, which will be meeting in the mornings of their regularly scheduled meetings. One issue the colleges seem to have is with the corporate community not recognizing certain credentials. Dr. Durham went to announce the ICCCP will be mirroring the ICCTA schedule of upcoming meeting. In March of 2023, the ICCCP will conduct their meeting in conjunction with the ICCCA in Chicago. The Council will also be participating in Lobby Day in April of 2023.

Item #7.2 -Illinois Community College Trustees Association

Jim Reed stated the new trustee officers took over during their last meeting on September 9th in Springfield. There are five priorities: community colleges economic development, elevating perception of the community colleges, diversity inclusion, expanding tech offerings, and focus on the community college consortium. The Association will be focusing on Lobby Day, adopting a diversity inclusion statement, and the upcoming ACCT Leadership Conference. The next ICCTA meeting is scheduled for November 11 – 12, 2022 at the DoubleTree Suites in Downers Grove, IL.

Item #7.3 - Illinois Community College System Foundation

Barry Hancock began by introducing the two foundation Board members present at the meeting. He went on to hand out new pamphlets containing important information about the ICCSF, including the many scholarships supplied by the Foundation. To date, the Foundation supplies healthcare, IL electric cooperative, military, and community college leadership scholarships. Anyone looking to apply for these scholarships are encouraged to speak with their local foundation director. Mr. Hancock concluded by stating the ICCSF is always looking for fundraising opportunities.

Student Advisory Council

Student Board member, Rene Juarez-Cuevas, stated during the first meeting the Council prepared for the roles each member will be working and elected the officials. The students seem more engaged and involved as they return to campus. Rene went on to announce there is a new portal at Parkland College for the students to have an easier time maneuvering through. The next meeting will be held on November 9th at Joliet Junior College.

Item #8 - Committee Reports

Item #8.1 - Finance, Budgeting, Accountability and External Affairs Committee

The committee met on the morning of September 16th at 8:00a with Larry Peterson, Sylvia Jenkins, Terry Bruce, Matt Berry, Jennifer Franklin, and Nathan Wilson. The following items were discussed: Spring 2023 Legislative Agenda, which contains four specific items; FY 24 Budget Recommendations, which the Board will approve during the December meeting and then propose to the general assembly; Marketing & Communications Update, focuses on the newsletter and newly revised website; Academic Year 2021 Illinois Community College Distance Education Report, 90 percent of community college students take these courses; and the Administrative Rules: Pipeline for the for the Advancement of the Healthcare Workforce Program (PATH), 25M grant each year over five years. The emergency rules were put into effect; however, the permanent rules will be voted on by the Board during this meeting.

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At this time, the Board took a break at 10:32 a.m. and returned at 10:44 a.m.

Item #9 - Fiscal Year 2022 Career and Technical Education Annual Report Presentation

ICCB staff conducted a presentation to the Board on the Fiscal Year 2022 CTE Annual Report. This annual report serves as an important tool to inform the Board, community colleges, stakeholders, and the broader CTE community of ICCB-led CTE initiatives and accomplishments in the previous fiscal year. The presentation and report detailed technical assistance and professional development offered by the ICCB and its partners as well as the impact of ICCB-funded projects on the system and students. Major initiatives and accomplishments in SFY2022 were the rollout of the competency-based education pilot and design community, development of additional Program of Study models in critical industry sectors, scaling of success under the Customized Apprenticeship Programming in Information Technology, and creation of the Teaching Instructional Practices for Postsecondary Success modules (TIPPS).

Item #10 - Diversity, Equity, and Inclusion Plan Update

Two years ago, the Illinois Community College Board (ICCB) submitted a Diversity, Equity, and Inclusion (DEI) Plan to the Governor's Office. The plan outlined four goals: Goal 1: ICCB employees understand, are committed to, and have the infrastructure needed to operationalize diversity, equity, and inclusion in the workplace; Goal 2: ICCB workforce reflects the diversity of the state by focusing on diversity, equity, and inclusion in recruitment and retention; Goal 3: ICCB policies and procedures reflect the Board's commitment to diversity, equity, and inclusion; and Goal 4: Community college system goals are data driven and promote equity and access for all students. Since then, the ICCB has formed an Advisory Committee who have worked to help the agency complete the goals and the tasks outlined in the plan. During the meeting, ICCB staff provided an overview of the plan and the accomplishments to-date as well as discussed, the timeline for the development of a new DEI plan over the next three to five years.

Item #11 - Recognition of the Illinois Community Colleges

Item #11.1 - College of DuPage, Black Hawk College, Triton College

Terry Bruce made a motion, which was seconded by Craig Bradley, to approve the following items:

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

Black Hawk College, District 503
College of DuPage, District 502
Triton College, District 504

A roll call vote was taken with the following results:

| | | | |
|----------------|-----|--------------------|-----|
| Craig Bradley | Yea | Paige Ponder | Yea |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Yea |
| Sylvia Jenkins | Yea | Lazaro Lopez | Yea |

The motion was approved. Student advisory vote: yes.

Item #12 - New Units

Item #12.1 - Danville Area Community College, Lewis & Clark Community College, Triton College

Sylvia Jenkins made a motion, which was seconded by Larry Peterson, to approve the following items:

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

PERMANENT PROGRAM APPROVAL

Danville Area Community College

- Claims Representative Certificate (30 credit hours)

Lewis & Clark Community College

- Fire Service Leadership Associate of Applied Science (A.A.S.) degree (60 credit hours)
- Fire Service Leadership Certificate (40 credit hours)

Triton College

- Diesel and Transportation Technology A.A.S. degree (61 credit hours)

A roll call vote was taken with the following results:

| | | | |
|----------------|-----|--------------------|-----|
| Craig Bradley | Yea | Paige Ponder | Yea |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Yea |
| Sylvia Jenkins | Yea | Lazaro Lopez | Yea |

The motion was approved. Student advisory vote: yes.

Item #13 - Adoption of Minutes

Item #13.1 - Minutes of the June 17, 2022 Board Meeting

Craig Bradley made a motion, which was seconded by Terry Bruce, to approve the following motion:

The Illinois Community College Board hereby approves the Board minutes of the June 17, 2022, meeting as recorded.

A roll call vote was taken with the following results:

| | | | |
|----------------|---------|--------------------|---------|
| Craig Bradley | Yea | Paige Ponder | Yea |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Abstain |
| Sylvia Jenkins | Abstain | Lazaro Lopez | Abstain |

The motion was approved. Student advisory vote: yes. Sylvia Jenkins, Rene Juarez-Cuevas, and Lazaro Lopez abstained.

Item #14 - Consent Agenda

Larry Peterson made a motion, which was seconded by Terry Bruce, to approve the following items:

Item #14.1 - Certification on Eligibility for Special Tax Levy

The Illinois Community College Board hereby authorizes the Executive Director to issue the annual certificates of eligibility for additional taxing authority to the community college districts meeting the following statutory criteria:

1. Received an equalization grant in fiscal year 2022 and/or received an equalization grant in fiscal year 2023; and

2. Had combined educational and operations and maintenance purposes tax rates less than 28.33 cents per \$100 of equalized assessed valuation.

Item #14.2 - Revised IL Community College Board Employee Guidebook

The Illinois Community College Board hereby approves the following revision to the employee guidebook:

Appendix III: Remote Work Policy and Procedures

Eligibility Considerations for Remote Work

Remote work is not an entitlement and can only be approved through a voluntary agreement between supervisor and employee. Supervisors have discretion in deciding whether an employee is a candidate for remote work. Some employees may not be eligible for remote work arrangements due to specific job requirements, impact on a team, or the supervisor's assessment of the employee's ability to be successful in this arrangement. ~~Any remote work arrangement made will be on a trial basis for the first three months.~~

ICCB has the right to cancel, suspend or alter employee remote work privileges at any time for any reason.

Position Eligibility for Remote Work:

- Has job functions that can be performed at a remote site without diminishing the quality of the work or disrupting productivity.
- Does not require an employee's presence in the office on a daily or routine basis.
- Allows for an employee to be as effectively supervised as they would be if the job functions were performed in the office.
- Does not impact overall operations of the division and the agency and interactions required with colleagues or constituents is minimal.
- Involves measurable or quantifiable work product.
- Has minimal or flexible need for specialized materials or equipment available only in the office.

Emergency Authorized Remote Work

In the event of an emergency, such as building mechanical failure, weather disaster, or pandemic, ICCB may allow or require employees to temporarily work from home to ensure the safety of its employees to maintain the continuity of agency business. These employees will be advised of such requirements by their supervisor.

Temporary Expanded Remote Work

Temporary expansion of remote work beyond the two or three day maximum allowed under this policy may be an option for employees in extraordinary circumstances. In those circumstances, an employee may work up to five days per week remotely within one concurrent 30-day period per fiscal year. A request for temporary expanded remote work shall initially be approved by the employee's direct supervisor. If approved, the employee shall submit the request to the Human Resources Department for final approval.

Temporary expanded remote work does not require completion of a new remote work agreement; however, approval must be documented, which can be done by email. Temporary expanded remote work is not appropriate as a substitute for sick time off and should not be used when the employee's own or a family member's illness or injury interferes with the employee's ability to perform their work as they would in a normal office setting

Availability

Staff are eligible for a maximum of two remote workdays per week. During the summer months

(Memorial Day through Labor Day), staff are eligible for a maximum of three remote workdays per week. These days must occur on a fixed schedule established via an approved Remote Work Agreement. If a scheduled remote workday falls on a State holiday, employees are not entitled to adjustment.

Flexible Remote Workdays

All employees are afforded four flexible remote workdays at the beginning of each fiscal year (July 1) which may be used on a day the employee is scheduled to work in-person. The use of flexible remote workdays is available with or without a Remote Work Agreement on file; but employees must have the ability to work remotely based upon the nature of their position duties.

Flexible remote workdays must be used by the end of the fiscal year (June 30) and may only be used in full-day increments. When appropriate, employees should use benefit time for any time not working on state business during a flexible remote workday (i.e. sick leave used during a doctor appointment in the middle of a flexible remote workday).

All flex requests are subject to approval by the employee's immediate supervisor, either verbally or in writing, prior to the employee using the remote flex day. Approval shall be documented through submission of the Flexible Remote Workday Request Form.

Request Process

Employees requesting to work from home shall submit a Remote Work Application to their supervisor. The employee and supervisor will evaluate the work habits of the employee and job responsibilities to determine suitability for remote work. Employees requesting remote work should provide an overview of technology services, equipment, and software resources that will be necessary to support the proposed remote work arrangement.

The request form must be completed and approved by the supervisor and appropriate Deputy Director. The approved application shall be forwarded to Human Resources and placed in the employee's personnel file. If approval is denied, the employee is not authorized to work remotely and the request form is placed in the personnel file.

~~A Remote Work Agreement must be reviewed and approved prior to an employee beginning remote work. The approval form and agreement shall be forwarded to Human Resources and placed in the personnel file.~~

Evaluation

A system of evaluation of the employee's performance during ~~the three-month trial period remote work~~ shall be established. This evaluation may include regular interaction by phone and e-mail between the employee and the supervisor, as well as weekly face-to-face meetings to discuss work progress and problems. ~~At the end of the trial period, the supervisor will determine if a continued agreement is appropriate and if any modifications need to be made. Any modification shall be documented accordingly on the agreement.~~

~~Evaluation of employee's performance beyond the trial period will be consistent with that received by employees working at the office in both content and frequency.~~

Item #14.3 - Saluki Step Ahead Agreements Between Southern Illinois University Carbondale and Illinois Community Colleges

Item #14.3a - Black Hawk College, City Colleges of Chicago, College of Lake County, Illinois Central College, Kankakee Community College, Kaskaskia College, Rend Lake College, Rock Valley College, Southeastern Illinois College, Waubesa Community College

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The Illinois Community College Board hereby approves the individual Saluki Step Ahead agreements between Southern Illinois University Carbondale and Black Hawk College, City Colleges of Chicago, College of Lake County, Illinois Central College, Kankakee Community College, Kaskaskia College, Rend Lake College, Rock Valley College, Southeastern Illinois College, and Waubensee Community College.

Item #14.3b - Moraine Valley Community College

This item was removed and voted on separately after the Consent Agenda items.

Item #14.4 - Proposed Amendments to the Illinois Community College Board Administrative Rules

Item #14.4a - Pipeline for the Advancement of the Healthcare Workforce (PATH) Program

The Illinois Community College Board hereby approves the following amendments to the Administrative Rules of the Illinois Community College Board and authorizes its Executive Director to process the amendments in accordance with the Illinois Administrative Procedures Act.

TITLE 23: EDUCATION AND CULTURAL RESOURCES
SUBTITLE A: EDUCATION
CHAPTER VII: ILLINOIS COMMUNITY COLLEGE BOARD

PART 1501
ADMINISTRATION OF THE ILLINOIS PUBLIC COMMUNITY COLLEGE ACT
SUBPART A: ILLINOIS COMMUNITY COLLEGE BOARD ADMINISTRATION

| | |
|----------|--|
| Section | |
| 1501.101 | Definition of Terms and Incorporations by Reference |
| 1501.102 | Advisory Groups |
| 1501.103 | Rule Adoption (Recodified) |
| 1501.104 | Manuals |
| 1501.105 | Advisory Opinions |
| 1501.106 | Executive Director |
| 1501.107 | Information Request (Recodified) |
| 1501.108 | Organization of ICCB (Repealed) |
| 1501.109 | Appearance at ICCB Meetings (Repealed) |
| 1501.110 | Appeal Procedure |
| 1501.111 | Reporting Requirements (Repealed) |
| 1501.112 | Certification of Organization (Repealed) |
| 1501.113 | Administration of Detachments and Subsequent Annexations |
| 1501.114 | Recognition |
| 1501.115 | Data Repository |
| 1501.116 | Use, Security and Confidentiality of Data |
| 1501.117 | Shared Data Agreements |
| 1501.118 | Processing Fees |

SUBPART B: LOCAL DISTRICT ADMINISTRATION

| | |
|----------|---|
| Section | |
| 1501.201 | Reporting Requirements |
| 1501.202 | Certification of Organization |
| 1501.203 | Delineation of Responsibilities |
| 1501.204 | Maintenance of Documents or Information |

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- 1501.205 Recognition Standards (Repealed)
- 1501.206 Approval of Providers of Training for Trustee Leadership Training

SUBPART C: PROGRAMS

Section

- 1501.301 Definition of Terms
- 1501.302 Units of Instruction, Research, and Public Service
- 1501.303 Program Requirements
- 1501.304 Statewide and Regional Planning
- 1501.305 College, Branch, Campus, and Extension Centers
- 1501.306 State or Federal Institutions (Repealed)
- 1501.307 Cooperative Agreements
- 1501.308 Reporting Requirements
- 1501.309 Course Classification and Applicability
- 1501.310 Acceptance of Private Business Vocational School Credits by Community Colleges in Select Disciplines
- 1501.311 Credit for Prior Learning
- 1501.312 Extension of Curricular/Credit Courses
- 1501.313 Dual Credit

SUBPART D: STUDENTS

Section

- 1501.401 Definition of Terms (Repealed)
- 1501.402 Admission of Students
- 1501.403 Student Services
- 1501.404 Academic Records
- 1501.405 Student Evaluation
- 1501.406 Reporting Requirements

SUBPART E: FINANCE

Section

- 1501.501 Definition of Terms
- 1501.502 Financial Planning
- 1501.503 Audits
- 1501.504 Budgets
- 1501.505 Student Tuition
- 1501.506 Published Financial Statements
- 1501.507 Credit Hour Claims
- 1501.508 Special Populations Grants (Repealed)
- 1501.509 Workforce Preparation Grants (Repealed)
- 1501.510 Reporting Requirements
- 1501.511 Chart of Accounts
- [1501.512 Pipeline for the Advancement of the Healthcare Workforce Program \(PATH\) Grants](#)
- 1501.514 Business Assistance Grants (Repealed)
- 1501.515 Advanced Technology Equipment Grant (Repealed)
- 1501.516 Deferred Maintenance Grants
- 1501.517 Retirees Health Insurance Grants (Repealed)
- 1501.518 Uncollectible Debts (Repealed)
- 1501.519 Special Initiatives Grants
- 1501.520 Lincoln's Challenge Scholarship Grants
- 1501.521 Technology Enhancement Grants (Repealed)
- 1501.522 Deferred Maintenance Grants (Repealed)

1501.523 Foundation Matching Grants (Repealed)

SUBPART F: CAPITAL PROJECTS

Section

1501.601 Definition of Terms
1501.602 Approval of Capital Projects
1501.603 State Funded Capital Projects
1501.604 Locally Funded Capital Projects
1501.605 Project Changes (Repealed)
1501.606 Progress Reports (Repealed)
1501.607 Reporting Requirements
1501.608 Approval of Projects from 110 ILCS 805/3-20.3.01
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SUBPART G: STATE COMMUNITY COLLEGE

Section

1501.701 Definition of Terms (Repealed)
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1501.705 Finance (Repealed)
1501.706 Personnel (Repealed)
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SUBPART H: PERSONNEL

Section

1501.801 Definition of Terms
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1501.804 President and Chancellor Performance Review

1501.APPENDIX A Fee Schedule for Data Matching

AUTHORITY: Implementing and authorized by Articles II and III and Section 6-5.3 of the Public Community College Act [110 ILCS 805].

SOURCE: Adopted at 6 Ill. Reg. 14262, effective November 3, 1982; codified at 7 Ill. Reg. 2332; amended at 7 Ill. Reg. 16118, effective November 22, 1983; Sections 1501.103, 1501.107 and 1501.108 recodified to 2 Ill. Adm. Code 5175 at 8 Ill. Reg. 6032; amended at 8 Ill. Reg. 14262, effective July 25, 1984; amended at 8 Ill. Reg. 19383, effective September 28, 1984; emergency amendment at 8 Ill. Reg. 22603, effective November 7, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 24299, effective December 5, 1984, for a maximum of 150 days; amended at 9 Ill. Reg. 3691, effective March 13, 1985; amended at 9 Ill. Reg. 9470, effective June 11, 1985; amended at 9 Ill. Reg. 16813, effective October 21, 1985; amended at 10 Ill. Reg. 3612, effective January 31, 1986; amended at 10 Ill. Reg. 14658, effective August 22, 1986; amended at 11 Ill. Reg. 7606, effective April 8, 1987; amended at 11 Ill. Reg. 18150, effective October 27, 1987; amended at 12 Ill. Reg. 6660, effective March 25, 1988; amended at 12 Ill. Reg. 15973, effective September 23, 1988; amended at 12 Ill. Reg. 16699, effective September 23, 1988; amended at 12 Ill. Reg. 19691, effective November 15, 1988; amended at 13 Ill. Reg. 1182, effective January 13, 1989; amended at 13 Ill. Reg. 14904, effective September 12, 1989; emergency amendment at 14 Ill. Reg. 299, effective November 9, 1989, for a maximum of 150 days; emergency amendment expired on April 9, 1990; amended at 14 Ill. Reg. 4126, effective March 1, 1990; amended at 14 Ill. Reg. 10762,

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effective June 25, 1990; amended at 14 Ill. Reg. 11771, effective July 9, 1990; amended at 14 Ill. Reg. 13997, effective August 20, 1990; expedited correction at 18 Ill. Reg. 3027, effective August 20, 1990; amended at 15 Ill. Reg. 10929, effective July 11, 1991; amended at 16 Ill. Reg. 12445, effective July 24, 1992; amended at 16 Ill. Reg. 17621, effective November 6, 1992; amended at 17 Ill. Reg. 1853, effective February 2, 1993; amended at 18 Ill. Reg. 4635, effective March 9, 1994; amended at 18 Ill. Reg. 8906, effective June 1, 1994; amended at 19 Ill. Reg. 2299, effective February 14, 1995; amended at 19 Ill. Reg. 2816, effective February 21, 1995; amended at 19 Ill. Reg. 7515, effective May 26, 1995; amended at 21 Ill. Reg. 5891, effective April 22, 1997; amended at 22 Ill. Reg. 2087, effective January 12, 1998; amended at 22 Ill. Reg. 17472, effective July 10, 1998; amended at 24 Ill. Reg. 249, effective December 21, 1999; amended at 24 Ill. Reg. 17522, effective November 20, 2000; amended at 25 Ill. Reg. 7161, effective May 18, 2001; emergency amendment at 25 Ill. Reg. 12863, effective September 28, 2001, for a maximum of 150 days; emergency expired February 24, 2002; amended at 26 Ill. Reg. 646, effective January 7, 2002; amended at 27 Ill. Reg. 17204, effective October 31, 2003; amended at 28 Ill. Reg. 14092, effective October 18, 2004; amended at 29 Ill. Reg. 6239, effective April 25, 2005; amended at 30 Ill. Reg. 2755, effective February 21, 2006; amended at 32 Ill. Reg. 16396, effective September 23, 2008; amended at 40 Ill. Reg. 14054, effective September 29, 2016; amended at 41 Ill. Reg. 11274, effective August 28, 2017; amended at 41 Ill. Reg. 15723, effective December 18, 2017; amended at 42 Ill. Reg. 2819, effective January 24, 2018; amended at 42 Ill. Reg. 18869, effective October 3, 2018; amended at 42 Ill. Reg. 24855, effective December 17, 2018; amended at 43 Ill. Reg. 7454, effective June 20, 2019; amended at 44 Ill. Reg. 18680, effective November 13, 2020; amended at 45 Ill. Reg. 1616, effective January 21, 2021; amended at 45 Ill. Reg. 12514, effective September 21, 2021; emergency amendment at 46 Ill. Reg. _____, effective _____, for a maximum of 150 days.

SUBPART E: FINANCE

Section 1501.501 Definition of Terms

"Annual Financial Statement" means an annual financial report and an annual program report that are required to be published by a district. An annual financial report includes a statement of revenues and expenditures, along with other basic financial data. An annual program report includes a narrative description of programs offered, goals of the district, and student and staff data.

"Attendance at Midterm" means a student is "in attendance at midterm" in a course if the student is currently enrolled in and actively pursuing completion of the course.

"Auditor" means a person who enrolls in a class without intent to obtain academic credit and whose status as an auditor is declared by the student, approved by college officials, and identified on college records before the end-of-registration date of the college for that particular term.

"Deferred Maintenance Grants" means State grants allocated proportionally to a community college district based on the latest on-campus nonresidential gross square feet of facilities as reported to ICCB. These grants are to be used for capital improvements such as rehabilitation and repair; architect/engineer services; supplies, fixed equipment and materials; and all other expenses required to complete the work.

"Healthcare Pathway" means credentials, certificates, and degree programs that allow students to enter into or advance their careers in the healthcare industry.

"Lincoln's Challenge Scholarship Grants" means scholarships provided to a community college for graduates of the Lincoln's Challenge Program is administered by the Illinois Department of Military Affairs.

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"Midterm Class List Certification" means the college's process for certifying to ICCB students in attendance at the midterm as part of the proof that a student's credit hours are eligible for State funding. The district shall file with ICCB a document outlining the process (including but not limited to specific steps and/or procedures, steps for obtaining an electronic midterm certification signature, etc.) it follows as part of that certification and the district shall file an amended process any time changes are made, but not less than once every five years.

"Midterm Certification Signature" means midterm class lists obtained and maintained by the college that are manually signed and dated by faculty or electronic signature of the faculty.

If the college chooses to accept an electronic signature of faculty, then the college must include in the midterm class list certification process a written summary explaining what steps are in place that ensure:

Appropriate administrative and operational controls are in place to ensure faculty only have access to midterm class lists they teach;

Appropriate controls are in place to only allow an electronic signature at the midpoint of the class during a specified period (that is, one or two weeks before and one or two weeks after the midpoint of the class);

A faculty member's identity is authenticated and attributed to the midterm certification signature;

The integrity of the electronically signed midterm class list of a course section has been secured and verified; and

The college has the capability of generating signed printed midterm class lists that support the ICCB credit hour claim submission.

A final grade sheet electronic signatures process, if adopted, should be implemented in the same manner as the electronic midterm certification signature.

["Pipeline for the Advancement of the Healthcare Workforce Program \(PATH\) Grants" means State grants allocated to community college districts to create, support, and expand opportunities of individuals enrolled at a public community college in a healthcare pathway. \[110 ILCS 802/2-12.2\]](#)

"Residency – Applicability Proof" means the college's processes, in accordance with Section 2-16.02 of the Act, for verifying to ICCB the residency status of its students as part of the proof that its credit hours are eligible to receive ICCB grants. The process shall include the methods for verifying residency as defined in the general provisions, special State provisions, and district provisions of this Section. A district shall file descriptions of any revisions to its process with ICCB before their implementation.

"Residency – General Provisions". The following provisions apply both to State and district residency definitions:

To be classified as a resident of the State of Illinois or of the community college district, a student shall have occupied a dwelling within the State or district for at least 30 days immediately before the date established by the district for classes to begin.

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The district shall maintain documentation verifying State or district residency of students.

Students occupying a dwelling in the State or district who fail to meet the 30-day residency requirement may not become residents simply by attending classes at a community college for 30 days or more.

Students who move from outside the State or district and who obtain residence in the State or district for reasons other than attending the community college shall be exempt from the 30-day requirement if they demonstrate through documentation a verifiable interest in establishing permanent residency.

Students who are currently under the legal guardianship of the Illinois Department of Children and Family Services or have been recently emancipated from the Department and had a placement change into a new community college district shall be exempt from the 30-day requirement if they demonstrate proof of current in-district residency. Documentation of current residency may be submitted to the district from the student, a caseworker or other personnel of the Department, or the student's attorney or guardian ad litem.

"District Provisions". Students shall not be classified as residents of the district where attending even though they may have met the general 30-day residency provision if they are:

federal job corps workers stationed in the district;

inmates of State or federal correctional/rehabilitation institutions located in the district;

full-time students attending a postsecondary educational institution in the district who have not demonstrated through documentation a verifiable interest in establishing permanent residency; or

students attending under a chargeback or contractual agreement with another community college.

"Special State Provisions". Students shall be classified as residents of the State without meeting the general 30-day residency provision if they are:

federal job corps workers stationed in Illinois;

members of the armed services stationed in Illinois;

inmates of State correctional/rehabilitation institutions located in Illinois; or

employed full time in Illinois.

"Senior Citizen" means a person 65 years or older whose annual household income is less than the threshold amount provided in Section 4 of the Senior Citizens and Persons with Disabilities Property Tax Relief Act [320 ILCS 25].

"Special Initiatives Grants" means funds for conducting special initiatives activities. Special initiatives activities are based upon criteria specified in a Grant Agreement between the college or vendor and ICCB.

(Source: 46 Ill. Reg. _____, effective _____)

Section 1501.512 Pipeline for the Advancement of the Healthcare Workforce Program (PATH) Grants

- a) PATH grant funds shall be determined annually by allocating the appropriation for this program among each community college district in accordance with the funding formula approved by the ICCB. The formula shall include:
 - 1) Base Funding. A base allocation of \$100,000 per district. The base allocation may be prorated if the amount of funds appropriated for this program are insufficient.
 - 2) Student Completion. Funding. Each district shall receive an additional amount based upon the number of completions in eligible healthcare programs in the most recent academic year for which the board has collected data.
 - 3) Prioritized Programs. Student completions shall be weighted based upon industry workforce demand. Non-prioritized programs will be funded at 67 percent of the amount allocated per completion for prioritized programs. This weighting may be adjusted if the amount of funds appropriated are insufficient.
- b) The ICCB will post on its website (www.iccb.org) the list of eligible healthcare programs by Classification of Instructional Program codes and identify those programs that are prioritized for purposes of the funding formula.
- c) The target population for each community college district receiving grant funds shall include, but not be limited to, incumbent workers who are already in the workforce looking to continue their education and advance their careers in a healthcare pathway and new students entering in a healthcare pathway with an identified need for support.
- d) When sufficient funding is available, the ICCB shall publish on its website the planned PATH grant allocation to each district, implementation plan template, budget template, and grant application.
- e) Each district shall submit an application, implementation plan, and budget using forms prescribed by the ICCB in subsection (d). These documents may be submitted no later than the date specified by ICCB. The deadline will provide districts at least 30 calendar days in which to submit their documents.
- f) The ICCB shall execute an intergovernmental grant agreement with each district for the distribution of PATH grant funds. Grant funds shall be vouchered to each community college district according to the terms of the agreement.
- g) The plan (see subsection (e)) shall represent the programmatic elements that are necessary for each institution to execute the PATH program. The plan shall track closely, where appropriate, with the budget submitted. The plan elements themselves will be tied directly to the grant agreement executed for each college in order to access funding.
- h) The expenditure of PATH grant funds is limited to those credit and non-credit programs identified as eligible programs for the purposes of the funding formula in subsection (a)(2), unless specifically approved in writing by the ICCB. All programs developed or supported through this grant must be part of a healthcare pathway.
- i) Allowable expenditures of funds, as submitted in the implementation plan, will be specified in an intergovernmental grant agreement executed with each community college district.

Colleges shall consider capacity-building activities as well as broad, wrap around services and supports for students as a key part of program development.

- j) PATH grant funds shall be accounted for in a restricted purpose fund.
- k) PATH grant funds shall be expended by the date specified in the intergovernmental grant agreement. If the grant agreement allows, goods and services for which funds have been obligated by the contract end date shall be received and paid for not later than 60 days after the grant agreement end date. Unexpended funds shall be returned to ICCB pursuant to the provisions of the Illinois Grant Funds Recovery Act [30 ILCS 705].
- l) PATH grant funds not used in accordance with the terms specified in the intergovernmental grant agreement, regardless of the amount, shall be returned to ICCB within six months after receipt of the external audit report by ICCB or other identification of improper expenditures subsequently verified by ICCB.
- m) Each community college district receiving grant funds shall file a programmatic and financial report with the ICCB in a format prescribed by the ICCB, and in accordance with the terms of the intergovernmental grant agreement, detailing how the funds were utilized. The frequency and due dates of the reports shall be specified in the grant agreement.

(Source: 46 Ill. Reg. _____, effective _____)

Item #14.4b - Required Reports & Due Dates

The Illinois Community College Board hereby approves the following amendments to the Administrative Rules of the Illinois Community College Board and authorizes its Executive Director to process the amendments in accordance with the Illinois Administrative Procedures Act.

TITLE 23: EDUCATION AND CULTURAL RESOURCES
SUBTITLE A: EDUCATION
CHAPTER VII: ILLINOIS COMMUNITY COLLEGE BOARD

PART 1501

ADMINISTRATION OF THE ILLINOIS PUBLIC COMMUNITY COLLEGE ACT

SUBPART A: ILLINOIS COMMUNITY COLLEGE BOARD ADMINISTRATION

| Section | |
|----------|--|
| 1501.101 | Definition of Terms and Incorporations by Reference |
| 1501.102 | Advisory Groups |
| 1501.103 | Rule Adoption (Recodified) |
| 1501.104 | Manuals |
| 1501.105 | Advisory Opinions |
| 1501.106 | Executive Director |
| 1501.107 | Information Request (Recodified) |
| 1501.108 | Organization of ICCB (Repealed) |
| 1501.109 | Appearance at ICCB Meetings (Repealed) |
| 1501.110 | Appeal Procedure |
| 1501.111 | Reporting Requirements (Repealed) |
| 1501.112 | Certification of Organization (Repealed) |
| 1501.113 | Administration of Detachments and Subsequent Annexations |
| 1501.114 | Recognition |
| 1501.115 | Data Repository |
| 1501.116 | Use, Security and Confidentiality of Data |

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1501.117 Shared Data Agreements
1501.118 Processing Fees

SUBPART B: LOCAL DISTRICT ADMINISTRATION

Section
1501.201 Reporting Requirements
1501.202 Certification of Organization
1501.203 Delineation of Responsibilities
1501.204 Maintenance of Documents or Information
1501.205 Recognition Standards (Repealed)
1501.206 Approval of Providers of Training for Trustee Leadership Training

SUBPART C: PROGRAMS

Section
1501.301 Definition of Terms
1501.302 Units of Instruction, Research, and Public Service 1501.303 Program Requirements
1501.304 Statewide and Regional Planning
1501.305 College, Branch, Campus, and Extension Centers
1501.306 State or Federal Institutions (Repealed)
1501.307 Cooperative Agreements
1501.308 Reporting Requirements
1501.309 Course Classification and Applicability
1501.310 Acceptance of Private Business Vocational School Credits by Community Colleges in Select Disciplines
1501.311 Credit for Prior Learning
1501.312 Extension of Curricular/Credit Courses
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SUBPART D: STUDENTS

Section
1501.401 Definition of Terms (Repealed)
1501.402 Admission of Students
1501.403 Student Services
1501.404 Academic Records
1501.405 Student Evaluation
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SUBPART E: FINANCE

Section
1501.501 Definition of Terms
1501.502 Financial Planning
1501.503 Audits
1501.504 Budgets
1501.505 Student Tuition
1501.506 Published Financial Statements
1501.507 Credit Hour Claims
1501.508 Special Populations Grants (Repealed)
1501.509 Workforce Preparation Grants (Repealed)
1501.510 Reporting Requirements
1501.511 Chart of Accounts

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| | |
|----------|--|
| 1501.514 | Business Assistance Grants (Repealed) |
| 1501.515 | Advanced Technology Equipment Grant (Repealed) |
| 1501.516 | Capital Renewal Grants |
| 1501.517 | Retirees Health Insurance Grants (Repealed) |
| 1501.518 | Uncollectible Debts (Repealed) |
| 1501.519 | Special Initiatives Grants |
| 1501.520 | Lincoln's Challenge Scholarship Grants |
| 1501.521 | Technology Enhancement Grants (Repealed) |
| 1501.522 | Deferred Maintenance Grants (Repealed) |
| 1501.523 | Foundation Matching Grants (Repealed) |

SUBPART F: CAPITAL PROJECTS

| | |
|----------|--|
| Section | |
| 1501.601 | Definition of Terms |
| 1501.602 | Approval of Capital Projects |
| 1501.603 | State Funded Capital Projects |
| 1501.604 | Locally Funded Capital Projects |
| 1501.605 | Project Changes (Repealed) |
| 1501.606 | Progress Reports (Repealed) |
| 1501.607 | Reporting Requirements |
| 1501.608 | Approval of Projects from 110 ILCS 805/3-20.3.01 |
| 1501.609 | Completion of Projects from 110 ILCS 805/3-20.3.01 |
| 1501.610 | Demolition of Facilities |

SUBPART G: STATE COMMUNITY COLLEGE

| | |
|----------|--------------------------------|
| Section | |
| 1501.701 | Definition of Terms (Repealed) |
| 1501.702 | Applicability (Repealed) |
| 1501.703 | Recognition (Repealed) |
| 1501.704 | Programs (Repealed) |
| 1501.705 | Finance (Repealed) |
| 1501.706 | Personnel (Repealed) |
| 1501.707 | Facilities (Repealed) |

SUBPART H: PERSONNEL

| | |
|----------|---|
| Section | |
| 1501.801 | Definition of Terms |
| 1501.802 | Sabbatical Leave |
| 1501.803 | Employment Contracts |
| 1501.804 | President and Chancellor Performance Review |

1501.APPENDIX A Fee Schedule for Data Matching

AUTHORITY: Implementing and authorized by Articles II and III and Section 6-5.3 of the Public Community College Act [110 ILCS 805].

SOURCE: Adopted at 6 Ill. Reg. 14262, effective November 3, 1982; codified at 7 Ill. Reg. 2332; amended at 7 Ill. Reg. 16118, effective November 22, 1983; Sections 1501.103, 1501.107 and 1501.108 recodified to 2 Ill. Adm. Code 5175 at 8 Ill. Reg. 6032; amended at 8 Ill. Reg. 14262, effective July 25, 1984; amended at 8 Ill. Reg. 19383, effective September 28, 1984; emergency amendment at 8 Ill. Reg. 22603, effective November 7, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 24299, effective December 5, 1984, for a maximum of 150 days; amended at 9 Ill. Reg. 3691, effective March 13, 1985; amended at 9 Ill. Reg. 9470, effective June 11, 1985; amended at 9 Ill. Reg. 16813, effective October 21, 1985; amended at 10 Ill. Reg. 3612, effective January 31, 1986; amended at 10 Ill. Reg. 14658, effective

August 22, 1986; amended at 11 Ill. Reg. 7606, effective April 8, 1987; amended at 11 Ill. Reg. 18150, effective October 27, 1987; amended at 12 Ill. Reg. 6660, effective March 25, 1988; amended at 12 Ill. Reg. 15973, effective September 23, 1988; amended at 12 Ill. Reg. 16699, effective September 23, 1988; amended at 12 Ill. Reg. 19691, effective November 15, 1988; amended at 13 Ill. Reg. 1182, effective January 13, 1989; amended at 13 Ill. Reg. 14904, effective September 12, 1989; emergency amendment at 14 Ill. Reg. 299, effective November 9, 1989, for a maximum of 150 days; emergency amendment expired on April 9, 1990; amended at 14 Ill. Reg. 4126, effective March 1, 1990; amended at 14 Ill. Reg. 10762, effective June 25, 1990; amended at 14 Ill. Reg. 11771, effective July 9, 1990; amended at 14 Ill. Reg. 13997, effective August 20, 1990; expedited correction at 18 Ill. Reg. 3027, effective August 20, 1990; amended at 15 Ill. Reg. 10929, effective July 11, 1991; amended at 16 Ill. Reg. 12445, effective July 24, 1992; amended at 16 Ill. Reg. 17621, effective November 6, 1992; amended at 17 Ill. Reg. 1853, effective February 2, 1993; amended at 18 Ill. Reg. 4635, effective March 9, 1994; amended at 18 Ill. Reg. 8906, effective June 1, 1994; amended at 19 Ill. Reg. 2299, effective February 14, 1995; amended at 19 Ill. Reg. 2816, effective February 21, 1995; amended at 19 Ill. Reg. 7515, effective May 26, 1995; amended at 21 Ill. Reg. 5891, effective April 22, 1997; amended at 22 Ill. Reg. 2087, effective January 12, 1998; amended at 22 Ill. Reg. 17472, effective July 10, 1998; amended at 24 Ill. Reg. 249, effective December 21, 1999; amended at 24 Ill. Reg. 17522, effective November 20, 2000; amended at 25 Ill. Reg. 7161, effective May 18, 2001; emergency amendment at 25 Ill. Reg. 12863, effective September 28, 2001, for a maximum of 150 days; emergency expired February 24, 2002; amended at 26 Ill. Reg. 646, effective January 7, 2002; amended at 27 Ill. Reg. 17204, effective October 31, 2003; amended at 28 Ill. Reg. 14092, effective October 18, 2004; amended at 29 Ill. Reg. 6239, effective April 25, 2005; amended at 30 Ill. Reg. 2755, effective February 21, 2006; amended at 32 Ill. Reg. 16396, effective September 23, 2008; amended at 40 Ill. Reg. 14054, effective September 29, 2016; amended at 41 Ill. Reg. 11274, effective August 28, 2017; amended at 41 Ill. Reg. 15723, effective December 18, 2017; amended at 42 Ill. Reg. 2819, effective January 24, 2018; amended at 42 Ill. Reg. 18869, effective October 3, 2018; amended at 42 Ill. Reg. 24855, effective December 17, 2018; amended at 43 Ill. Reg. 7454, effective June 20, 2019; amended at 44 Ill. Reg. 18680, effective November 13, 2020; amended at 45 Ill. Reg. 1616, effective January 21, 2021; amended at 45 Ill. Reg. 12514, effective September 21, 2021; amended at 46 Ill. Reg. _____, effective _____

SUBPART B: LOCAL DISTRICT ADMINISTRATION

Section 1501.201 Reporting Requirements

Complete and accurate reports shall be submitted by the district/college to ICCB in accordance with ICCB requirements and on forms provided by ICCB, where applicable. Listed in this Section is the schedule of due dates indicating when items from the community colleges are due at the Illinois Community College Board Office:

- | | |
|-------------|---|
| January 15 | • annual financial statements and notice of publication (see Section 1501.506) |
| January 31 | • certificate of tax levy (see Section 1501.510(f)) |
| February 1 | • annual African American Employment Plan Survey (see Section 1501.308(b)) • annual Asian Employment Plan Survey (see Section 1501.308(b)) • annual Bilingual Needs and Bilingual Pay Survey (see Section 1501.308(b)) • annual Hispanic/Latino Employment Plan Survey (see Section 1501.308(b)) • annual Asian Employment Plan Survey (see Section 1501.308(b)) • annual Native American Employment Plan Survey (see Section 501.308(b)) • annual Bilingual Needs and Bilingual Pay Survey (see Section 1501.308(b)) |
| February 15 | • spring semester (2 nd term) enrollment survey (see Section 1501.406(b)) |
| March 1 | • annual Underrepresented Groups Report (see Section 1501.406(c)) |
| March 31 | • policies for the award of academic credit for prior learning (see Section |

1501.311(a)

- June 15 • annual faculty, and staff salary and benefits data (see Section 1501.308(a))
- ~~July 1 • Resource Allocation and Management Plan (RAMP/CC) (see Section 1501.510(a))~~
~~• construction in progress and acreage (facility information) (see Section 1501.510(b))~~
- July 15 • report of out-of-state extensions (see Section ~~1501.312(d)(4)~~1501.307(h)(4))
• annual noncredit course enrollment (N1) (see Section 1501.406(d))
- August 1 • annual student enrollment and completion data (see Section 1501.406(a))
~~• Resource Allocation and Management Plan (RAMP/CC) (see Section 1501.510(a))~~
• annual tuition and fees survey (see Section 510 (e))
• Facilities data (see Section 1501.607)
- September 1 • budget and tax survey (see Section 1501.510(d))
• program review report (see Section 1501.303(d)(~~76~~))
• program review listing (see Section 1501.303(d)(~~76~~))
~~• facilities data (see Sections 1501.510(e) and 1501.607(a))~~
• annual Student Identification data submission (see Section 1501.406(f))
• annual report of student course information submission (see Section 1501.406(g))
- October 1 • fall semester enrollment data (see Section 1501.406(a))
• fall semester enrollment survey (see Section 1501.406(b))
- October 15 • ~~faculty, staff, and salary data (see Section 1501.308(a))~~
• fiscal year budget (see Section 1501.504)
- November 1 • summer graduate reporting (for the Integrated Postsecondary Education Data System Graduation Rate Survey) (see Section 1501.406(e))
- ~~November 15 • faculty, staff, and salary data (see Section 1501.308 (a))~~
- December 30 • external audit (see Section 1501.503(a))
• annual instructional cost report (see Section 1501.510(c))
• unexpended special initiative grant funds return report (see Section 1501.519(d))
- 30 days • credit hour claims (see ~~Section 1501.406(b) and~~ Section 1501.507(a))
after the end
of each term

(Source: Amended at 46 Ill. Reg. _____, effective _____)

SUBPART C: PROGRAMS

Section 1501.308 Reporting Requirements

A college shall submit the following specified items in a format prescribed by ICCB and according to the schedules indicated:

- a) Annual salary data and basic characteristics, including but not limited to sex, date of birth,

ethnic classification, highest degree earned, tenure status, and employment or teaching areas, of the faculty and staff employed by the college as of ~~November~~October 1 shall be submitted on or before ~~November 15~~October 15 of each year. Fiscal year data shall be submitted on or before June 15.

- b) An annual African American Employment Plan Survey, Asian Employment Plan Survey, Bilingual Needs and Bilingual Pay Survey, Hispanic/Latino Employment Plan Survey, ~~Asian Employment Plan Survey~~, and Native American Employment Plan Survey and ~~Bilingual Needs and Bilingual Pay Survey~~ submitted on or before February 1. (See 5 ILCS 410.)

(Source: Amended at 46 Ill. Reg. _____, effective _____)

Section 1501.311 Credit for Prior Learning

- a) Policy and Procedures
- 1) Each college shall electronically submit to ICCB for review its policies for the award of academic credit for prior learning. This submission shall be made by March 31 of each calendar year for policies effective in the subsequent Fall semester,
 - A) These policies shall include a listing of the types of documentation acceptable to the college and the dates of inclusion for which credit for prior learning is acceptable.
 - B) At a minimum, each college shall publish the procedures for students to earn credit for prior learning in its catalog and on its official website.
 - C) Colleges shall regularly monitor, evaluate and, if necessary, revise credit for prior learning activities.
 - 2) As a part of these policies, each college shall adopt a specific policy for the awarding of academic credit for military training that is considered applicable to the requirements of the student's certificate or degree program.
 - A) The policy shall apply to any student who is enrolled at the college and who has successfully completed a military training course or program as part of his or her military service that is:
 - i) recommended for credit by a national higher education association that provides credit recommendations for military training courses and programs;
 - ii) included in the student's military transcript issued by any branch of the armed services; or
 - iii) otherwise documented as military training or experience.
 - B) These policies may be incorporated into the college's broader credit for prior learning policies.
 - 3) This Section is not applicable to secondary/postsecondary articulation agreements or dual enrollment.

- b) Awarding Credit for Prior Learning
- 1) Credit for prior learning can be awarded only after the assessment of prior learning experiences and only for documented learning that demonstrates achievement of all terminal objectives for a specific course or courses.
 - 2) Colleges awarding credit for prior learning must validate credit on a course-by-course basis. The following publications and methods are acceptable for validating prior learning for awarding credit:
 - A) Standardized tests:
 - i) College-Level Examination Program (CLEP);
 - ii) Excelsior College/Formerly American College Testing Proficiency Examination Program (ACT-PEP/RCE EXCELSIOR);
 - iii) Defense Activity for Nontraditional Educational Support (DANTES);
 - iv) Advanced Placement (AP);
 - v) International Baccalaureate (IB);
 - B) College examinations:
 - i) Examination (written, oral, demonstration or a combination of all three) that is equivalent to the comprehensive final exam;
 - ii) Evaluation by an area dean or designated subject expert;
 - C) Published guides:
 - i) American Council on Education (ACE) for military training and experiences;
 - ii) ACE (non-collegiate) for industrial and corporate training programs;
 - iii) Other published guides developed by nationally recognized organizations;
 - D) National Certifications:
 - E) Child Development Associate (CDA).
 - F) Portfolios:
 - i) Credit through the development of a portfolio;
 - ii) Evaluation by subject matter experts.
 - 3) Credit may not be awarded twice for the same learning.

- c) Standard for Awarding Credit for Prior Learning
- 1) The student must enroll at the college and meet all admission requirements for the program in which course credit for prior learning is being sought. A college may seek an exception to this provision by making a request and receiving subsequent approval from ICCB.
 - 2) Students must be able to meet residency requirements for certificates and/or degrees without the use of prior learning credit in the determination.
 - 3) Assessment of prior learning credit may happen at any point during the application and admission process. To award a degree or certificate, the college must ensure that residency requirements are met. Typically, fifteen credit hours is required towards a degree or at least twenty-five percent of the required credit for a certificate. Fifteen credit hours toward a degree must be completed at the college prior to awarding credit for prior learning to degree seeking students.
 - 3) Twenty five percent of the required credits for a certificate must be completed at the college, prior to awarding credit for prior learning to certificate seeking students.
 - 4) College validation procedures should be objective to the extent that external evaluators would reach the same conclusion given the material reviewed.
- d) If pursuing a transfer degree (Associate of Arts (AA), Associate of Science (AS) or Associate in General Studies (AGS)), credit for prior learning will only be granted for the purpose of satisfying graduation requirements. These credits might not transfer to other colleges.
- e) All work assessed for prior learning must meet or exceed a grade level of "C". Minimum cut-off scores on standardized tests are set at a "C" grade level.
- f) In the process of determining if credit can be awarded for prior learning, colleges shall charge students only for the cost of the prior learning assessment services and not for the amount of credit awarded.

(Source: Amended at 46 Ill. Reg. _____, effective _____)

Section 1501.312 Extension of Curricula/Credit Courses

- a) A community college may extend previously approved credit courses into another community college district with approval of the other community college district.
- b) A community college may extend previously approved curricula into another community college district upon approval of ICCB. Criteria for approval shall be:
 - 1) a request from the community college district in which the proposed extension is to be offered;
 - 2) labor market need;
 - 3) cost-effectiveness in providing instructional programs;
 - 4) adequacy of facilities and support services;
 - 5) impact on regional and statewide programs; and

- 6) impact on programs at neighboring community college districts.
- c) If a district in which military installations, correctional institutions, or other State or federal institutions are located elects not to provide previously approved units of instruction to these institutions, any other college may be selected by the apply to ICCB to do so. ~~If more than one college applies,~~ ICCB will select a college using the following criteria:
 - 1) proximity of the college to the institution;
 - 2) availability at the college of the instructional units needed by the institution;
 - 3) cost of providing the instructional units for the institution; and
 - 4) college's past experience in offering similar units of instruction.
- d) Curricula and credit courses offered at out-of-state locations (except for field trips and travel that are in conjunction with a course offered within the district) must have prior annual approval by ICCB. A community college shall be granted approval to offer previously approved curricula and credit courses out of State provided that it meets the following criteria:
 - 1) A request for approval including information about the curricula and courses, location of the proposed extension, projected enrollments, and projected funding is submitted on forms provided by ICCB.
 - 2) The college shall identify how the extension will be used by students to complete degree or certificate programs.
 - 3) If the extension is offered for out-of-state students, the college shall submit a copy of a written request from the group desiring the service and assurance that no State or local tax monies will be used to provide the extension.
 - 4) The college shall submit annual reports of its out-of-state extensions for the past fiscal year, on forms provided by ICCB, by July 15 of each year.
 - 5) The college shall request approval of its out-of-state extensions, on forms provided by ICCB, prior to May 15 for the fiscal year beginning on the next July 1.
 - 6) Deletion, modification or addition of courses and curricula offered at out-of-state extensions previously approved by ICCB are reasonable and moderate extensions and must be reported to ICCB.

(Source: Amended at 46 Ill. Reg. _____, effective _____)

Section 1501.510 Reporting Requirements

A college shall submit the items listed in this Section in a format prescribed by ICCB and according to the schedules indicated.

- a) Resource Allocation and Management Plan (RAMP) data by August~~July~~ 1 of each year.
- ~~b) Construction in progress, and acreage by July 1 of each fiscal year.~~

- ~~b~~e) Annual Instruction Cost Report in a format prescribed by ICCB for the previous fiscal year by December 31 following the end of that fiscal year.
- ~~c~~d) A survey of local budget and tax extensions and collections by September 1 of each year.
- ~~e~~) ~~Facilities data submission to report existing space in use for educational purposes at the end of the fiscal year (June 30) by September 1 following the end of the fiscal year.~~
- ~~d~~f) Certificate of Tax Levy by January 31 of each year.
- ~~e~~) Annual tuition and fees survey by August 1 of each year.

(Source: Amended at 46 Ill. Reg. _____, effective _____)

Section 1501.519 Special Initiatives Grants

- a) Allowable expenditures for special initiatives grants will be specified in the grant agreement between the college or vendor and ICCB.
- b) Special initiatives grant funds shall be accounted for in a restricted account.
- c) The community college district or other vendor shall file a report with ICCB in a format used by ICCB or in accordance with the grant agreement, detailing how the funds were used.
- d) Special initiatives grant funds shall be expended by the date specified in the grant agreement. If the grant agreement allows, goods and services for which funds have been obligated by the contract end date shall be received and paid for not later than 60 days after the grant agreement end date. Unexpended funds shall be returned to ICCB on or before December ~~30~~31.
- e) Special initiatives grant funds not used in accordance with the terms specified in the grant agreement regardless of the amount shall be returned to ICCB within six months after receipt of the external audit report by ICCB or other identification of improper expenditures subsequently verified by ICCB.

(Source: Amended at 46 Ill. Reg. _____, effective _____)

Section 1501.607 Reporting Requirements

A college shall submit the items listed in this Section in a format prescribed by ICCB by ~~August~~July 1 of each year:

- a) Annual facility data ~~including: and project updates that shall include NASF of owned space by classroom, lab, office, study, support and special use categories.~~
 - 1) acreage;
 - 2) NASF of owned and leased space by classroom, lab, office, study, support and special use categories;
 - 3) existing space in use for educational purposes at the end of the fiscal year (June 30);
 - 4) project updates.

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- b) Estimated deferred maintenance annual cost and current backlog.
- c) All completed and in-progress projects using State funds.
- d) All completed and in-progress local projects with a cost of \$250,000 or more.

(Source: Amended at 46 Ill. Reg. _____, effective _____)

A roll call vote was taken with the following results:

| | | | |
|----------------|-----|--------------------|-----|
| Craig Bradley | Yea | Paige Ponder | Yea |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Yea |
| Sylvia Jenkins | Yea | Lazaro Lopez | Yea |

The motion was approved. Student advisory vote: yes.

Item #14.3 - Saluki Step Ahead Agreements Between Southern Illinois University Carbondale and Illinois Community Colleges

Item #14.3b - Moraine Valley Community College

The Illinois Community College Board hereby approves the individual Saluki Step Ahead agreement between Southern Illinois University Carbondale and Moraine Valley Community College.

A roll call vote was taken with the following results:

| | | | |
|----------------|---------|--------------------|-----|
| Craig Bradley | Yea | Paige Ponder | Yea |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Yea |
| Sylvia Jenkins | Abstain | Lazaro Lopez | Yea |

The motion was approved. Student advisory vote: yes. Sylvia Jenkins abstained.

Item #15 - Information Items

There was no discussion.

Item #15.1 - Fiscal Year 2022 and Fiscal Year 2023 Financial Statements

Item #15.2 - Basic Certificate Program Approval Approved on Behalf of the Board by the Executive Director

Item #16 - Other Business

There was no other business.

Item #17 - Public Comment

There was no public comment.

Item #18 - Executive Session

The Board did not enter into Executive Session.

Item #19 - Executive Session Recommendations

There were no recommendations.

Item #20 - Approval of Confidentiality of Executive Session Minutes

Larry Peterson made a motion, which was seconded by Terry Bruce, to approve the following motion:

The Illinois Community College Board hereby determines the Executive Session Minutes held on 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; March 26, 2010; June 4, 2010; January 28, 2011; March 18, 2011; June 3, 2011; September 16, 2011; January 27, 2012; November 16, 2012; January 25, 2013; February 6, 2013; March 22, 2013; September 20, 2013; June 6, 2014; September 18, 2015; November 20, 2015; January 22, 2016; June 3, 2016; March 17, 2017; June 2, 2017; June 1, 2018; August 28, 2018; October 2, 2018; November 30, 2018; March 15, 2019; June 7, 2019; June 12, 2020; September 11, 2020; December 4, 2020; June 4, 2021; August 19, 2021; December 3, 2021; March 25, 2022 are to remain confidential. All other Executive Session Minutes are available for public inspection.

A roll call vote was taken with the following results:

| | | | |
|----------------|-----|--------------------|-----|
| Craig Bradley | Yea | Paige Ponder | Yea |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Yea |
| Sylvia Jenkins | Yea | Lazaro Lopez | Yea |

The motion was approved. Student advisory vote: yes.

Item #21 - Adjournment

Craig Bradley made a motion, which was seconded by Terry Bruce, to adjourn the Board meeting at 11:28 a.m.

A roll call vote was taken with the following results:

| | | | |
|----------------|-----|--------------------|-----|
| Craig Bradley | Yea | Paige Ponder | Yea |
| Terry Bruce | Yea | Larry Peterson | Yea |
| An-Me Chung | Yea | Rene Juarez-Cuevas | Yea |
| Sylvia Jenkins | Yea | Lazaro Lopez | Yea |

The motion was approved. Student advisory vote: yes.