

Illinois Community College Board

371st Meeting Agenda and Materials



June 8, 2007

Chicago City Centre
Chicago, IL

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371st Meeting of the
Illinois Community College Board
Chicago City Centre
300 East Ohio Street
Chicago, Illinois

June 8, 2007

Committee Meetings

Tuesday, May 29, 10:00 a.m. - Adult Ed & Workforce Development - Via Teleconference
Monday, June 4, 2:00 p.m. - Personnel & Evaluation - ICCB Office
Monday, June 4, 12:00 p.m. - Student Relations - Via Teleconference
Wednesday, June 6, 2:00 p.m. - Academic Affairs - Via Teleconference
Friday, June 8, 8:00 a.m. - Budget and Finance - St. Clair Hotel Conference Room
Friday, June 8, 8:30 a.m. - External Affairs - Michigan Hotel Conference Room

<u>9:00 a.m. - Business Meeting - Ontario Hotel Conference Room</u>		<u>Page</u>
1.	Roll Call and Declaration of Quorum <i>Ann Chandler</i>	—
2.	Introduction of Carrie Hightman, IBHE Chairman, by Guy H. Alongi, Chair	—
3.	Board Member Comments	—
4.	Acknowledgments	—
4.1	Recognition of Sarah Anderson, Student Member, Illinois Community College Board, Keith Miller, President of Black Hawk College	
5.	Nomination of Vice Chair (ACTION)	—
6.	Committee Reports	
6.1	Budget and Finance	—
6.2	Academic Affairs	—
6.3	External Affairs	—
6.4	Adult Education and Workforce Development	—
6.5	Student Relations	—
6.6	Personnel and Evaluation	—
7.	President/CEO Report <i>Geoff Obrzut</i>	—
8.	Advisory Organizations	
8.1	Student Advisory Committee <i>Sarah Anderson</i>	—

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8.2	Illinois Community College Trustees Association <i>Mike Monaghan</i>	—
8.3	Adult Education and Family Literary Advisory Council <i>Gay Graves</i>	—
8.4	Presidents Council <i>Keith Miller</i>	—
8.5	Illinois Community College Faculty Association <i>Earl Godt</i>	—
8.6	Illinois Community College Foundation Report <i>Ray Hancock</i>	—
9.	Adult Education and Family Literacy Update <i>Jennifer Foster</i>	
9.1	Adult Education State Plan	1
9.2	Adult Education Updates	2
10.	Legislative Report <i>Steve Morse</i>	3-4
11.	Effective Practices Update <i>Elaine Johnson</i>	5-6
12.	Economic Impact Study <i>Scott Parke</i>	7-10
13	New Units of Instruction (ACTION) <i>Elaine Johnson</i>	11-18
14.	Consent Agenda (ACTION)	
14.1	Minutes of the March 26, 2007 Meeting	19-32
14.2	Review of Executive Session Minutes of the March 26, 2007 Meeting	33
14.3	Review of Executive Session Minutes of March 25, 2005 thru the March 26, 2007 Meetings	34
14.4	Authorization to Enter Into Interagency Contracts and/or Agreements	—
14.5	Authorization to Transfer Funds Among Line Items	—
14.6	Contracts for the Illinois Community College Board Office	—
15.	Information Items	
15.1	Fiscal Year 2007 Financial Statements	—
16.	Other Business	—
17.	Executive Session	—
18.	Public Comment	—
19.	Adjournment	

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**ADULT EDUCATION AND FAMILY LITERACY
State Plan**

As required in Title II of the Workforce Investment Act, the Adult Education and Family Literacy Act, a State Plan for Adult Education and Family Literacy services supported with federal funds must be submitted to the United States Department of Education, Office of Vocational and Adult Education (OVAE) on April 1 of each year prior to the release of the next fiscal year's funding. Because the Workforce Investment Act has not been reauthorized, the current State Plan has been extended to FY 2008 ending June 30, 2008. As required, the Illinois Community College Board submitted a revised State Plan for Illinois Adult Education and Family Literacy to the OVAE on March 26, 2007.

The Illinois State Plan provides a description of planned activities for Adult Education during the above period of time. The Plan describes:

- the need for Adult Education in Illinois,
- the eligible population and those most in need of services,
- how equitable access to funding is achieved,
- allowable Adult Education activities,
- procedures for funding providers,
- an annual evaluation of literacy activities,
- provision of services to persons in correctional facilities,
- integrated activities with the one-stop career centers (Illinois Employment and Training Centers), and
- proposed leadership and professional development activities.

Each year the State Plan is revised to reflect changes in activities for the next fiscal year. Also to be included in the revisions are the yearly negotiated performance targets for Adult Education. At this time, the negotiations are still underway. As required, a copy of the revised State Plan was provided to the Governor's Office.

Upon approval by the U.S. Department of Education, Office of Adult and Vocational Education, the Illinois State Plan will be posted to the ICCB website.

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**ADULT EDUCATION AND FAMILY LITERACY
UPDATES**

The Adult Education and Family Literacy Division has been engaged in several activities over the last year. A brief oral update will be provided on key areas within adult education, including:

- **Report to the Governor and General Assembly.** Adult Education Services were provided to over 132,000 students in Illinois. Over 100 adult education programs provided instructional and support services to students in FY2006.
- **GED Testing Administration Program.** The GED Testing Program in Illinois continues to test more than 26,000 individuals annually. More than 1.7 million individuals in Illinois are without a high school diploma.
- **The Adult Education New Data Collection System.** The new data collection system for Adult Education and Family Literacy will go live on July 1, 2007. All adult education programs have been trained. Additional training will begin in the Fall. The DAISI system is web-based.
- **Federal Performance Targets.** Adult Education exceeded its performance targets for FY2006 at 119 percent of the goal. Illinois Adult Education is evaluated in five areas: Educational Gains, Obtain Employment, Retain Employment, GED/HS Completion, and Transition to Post-secondary Education/Training.
- **GED Illinois Project.** The GED Illinois Project is continuing to receive national attention. Two states, Maryland and Washington, and one community college, Central Piedmont College in North Carolina have signed on as partners to use this world-class online instructional system. Three other states have expressed strong interest in piloting the system.
- **Adult Education and Family Literacy Advisory Council.** The Adult Education Advisory Council met quarterly over the last fiscal year and have brought forth recommendations to the Illinois Community College Board (ICCB) Adult Education staff for consideration.

Eight council members will complete their two year terms at the end of the fiscal year. These members are: Bob Fittin, Greater West Town Project; Ruth Ann Evans, Parkland College; Lizette Richardson, City Colleges of Chicago; Becky Hale, Macon/Piatt Regional Office of Education; Joan Hornby, Mundelein High School District #120; Pam Leas, School District U-46; and Kathi Lee, Springfield School District 186; and June Hickey, Illinois Adult Continuing Educators Association. Gay Graves will also complete her term as Advisory Council Chair. The ICCB will recognize the hard work of these individuals at the upcoming Administrators Meeting in August.

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LEGISLATIVE UPDATE

At this writing, the legislature is still scheduled to adjourn on May 31. For it to adjourn on time, there must be a budget bill passed by both chambers, with only a simple majority in each chamber. The Governor must also be willing to sign the budget bill. If the members cannot agree on a budget by May 31, then any bill considered after that date, including a budget bill, will require a 60% majority in both chambers for passage. In the House, that large a majority will require agreement by all 66 of the Democratic members and at least five of the Republican members.

If the General Assembly passes a budget with which the Governor disagrees, then the Governor may call the legislature into special session to consider just the budget. Such a special session would still require the 60% majority for passage of any bill.

The ICCB was especially interested in two pieces of legislation aside from the budget: Senate Bill 853 and House Bill 1434.

SB853 was initiated by the ICCB to address some clarification issues regarding GED test-takers. The bill has passed the Senate and has been amended slightly in the House. A vote on the bill may be taken imminently. If it does pass the House, it will need to be returned to the Senate for concurrence on the House amendment. We will be working with membership in both chambers to make the passage as easy as possible.

HB1434 is the legislation that allows Harper College to offer baccalaureate degrees under certain circumstances. The ICCB has opposed this bill, and similar bills in previous General Assemblies, from the beginning. The bill passed the House, but was not heard in committee in the Senate and was returned to the Senate Rules committee. There have been some efforts by the bill's Senate sponsor to have it released for consideration by a committee other than Higher Education, but to date such efforts have not been successful. There is also the chance that the language from the bill could be amended onto another Senate bill. Even though the deadlines for bills to be heard in committees have passed, some bills have been assigned extended deadlines.

Three bills that were initiated by the Illinois Community College Trustees Association, and in which the ICCB has had some interest, have passed both chambers:

HB3504 amends the State Officials and Employees Ethics Act to classify community college districts as units of local government that must adopt resolutions regulating the political activities and the solicitation and acceptance of gifts by their officials and employees (now, classified as state agencies subject to the entire Act's regulation and enforcement by the Executive Ethics Commission and the Governor's Executive Inspector General).

HB 720 amends the Public Community College Act and provides for all meetings of a board of trustees, a quorum of members must be physically present at the location of the meeting.

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The bill clarifies language differences between the Open Meetings Act and Public Community College Act.

HB 721 amends the Public Community College Act to provide that public notice of the schedule of regular meetings of a board of trustees for the next calendar year, as set at the organizational meeting of the board of trustees, must be given at the beginning of that calendar year. The bill clarifies language differences between the Open Meetings Act and the Public Community College Act.

A more updated review of legislative activity pertaining to community college interests will be available for distribution at the June 8 Board meeting.

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EFFECTIVE PRACTICES

The Illinois Commitment and Promise for Illinois provide a policy framework to guide the Illinois higher education community in meeting the needs of the state and its residents. *The Illinois Commitment* and *Promise for Illinois* emphasize the diversity of Illinois higher education with the understanding that each institution will be expected to address the identified policy areas in a manner that is consistent with the institution's mission, resources, and constituencies. Each year, community colleges submit an annual performance report that shares the ways it has contributed to achieving the state's higher education priorities. As part of the performance report, each community college submits a minimum of two examples of effective practices that were either implemented or enhanced within the past five years on their college campus. In fiscal year 2006, a peer review process was implemented to evaluate and select a best practice from each of the following six policy areas:

Policy Area One: Higher education will help Illinois sustain strong economic growth through its teaching, service, and research activities.

Policy Area Two: Higher education will join elementary and secondary education to improve teaching and learning at all levels.

Policy Area Three: No Illinois citizen will be denied an opportunity for a college education because of financial need.

Policy Area Four: Illinois will increase the number and diversity of citizens completing training and education programs.

Policy Area Five: Illinois colleges and universities will be accountable for providing high quality academic programs and the systematic assessment of student learning outcomes while holding students to ever higher expectations for learning and growth.

Policy Area Six: Illinois colleges and universities will continually improve productivity, cost effectiveness, and accountability

The following effective practices were chosen by peer reviewers for fiscal year 2006 and each college will provide a brief overview of their best practice.

**Kishwaukee College - Policy Area 1
“Innovative Solutions in Workforce Development”**

**Kankakee Community College - Policy Area 2
“C.A.R.T. Program (Cavaliers are Readers, Too!)”**

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South Suburban College - Policy Area 3
“GED and College Level Educations Get Connected”

Harry S Truman College - Policy Area 4
“Automotive Bridge Program”

Prairie State College - Policy Area 5
“Career Research and Presentation Project”

Illinois Central College - Policy Area 6
“Financial Aid Processing and Awarding”

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**ECONOMIC IMPACT OF
ILLINOIS COMMUNITY COLLEGES**

The externally attached report on the Economic Impact of Illinois Community Colleges contains results from a study by the Center for Governmental Studies (CGS) at Northern Illinois University staff that was developed in collaboration with Illinois Community College Board (ICCB) and community college system staff. Illinois' 48 public community colleges contribute to the vitality of their regions and the state as a whole in many ways, including educationally, culturally, recreationally, civically, and economically. Among the least measured and understood of these are the economic contributions of community colleges. The following information pertaining to the economic contributions of Illinois community colleges is excerpted and/or adapted from the contents of the externally attached report.

Illinois community colleges strengthen individuals' foundational academic skills, offer occupation-specific workforce education and training, and prepare students for transfer to four-year colleges and universities. These activities provide significant economic contributions by increasing workers' earnings and generating additional tax revenues. Furthermore, community colleges are generally among the largest employers in the area where they are located and generate substantial additional economic benefits for their communities through local expenditures and the associated employment impacts. Additionally, the externally attached economic impact analysis of the Illinois Community College System considers changes over a ten-year period in student characteristics, student outcomes, tax revenues generated, market penetration, and economic impacts. Highlights of significant findings from the analysis follow.

Illinois community colleges add skills to the Illinois workforce and boost the competitiveness of Illinois' businesses.

- ◆ Eight out of 10 Illinois employers (81.2 percent) hired a community college student at some point over the past 10 years.
- ◆ Three out of 10 Illinois workers (29.5 percent) participated in credit courses at an Illinois community college during the past 10 years.
- ◆ Statewide, there was a 62.9 percent increase in students who completed an Illinois community college program from 1996 to 2006. The four occupational program areas with the largest completer earnings gains per credit hour were Protective Services, Construction Trades, Health Professions and Related Sciences, and Precision Production Trades.
- ◆ The percentage of Illinois community college enrollees intending to prepare for college transfer increased from 25.8 percent to 32.9 percent between 1996 and 2006.

Illinois community college graduates generate Billions of dollars in local, state, and federal tax revenues.

- ◆ Illinois community college students who attended school in 1995 paid an estimated \$3.3 Billion in state taxes and \$12.8 Billion in federal taxes between 1996 and 2005.
- ◆ Illinois community college students who graduated in 1995 paid an estimated \$168 Million in state taxes and \$650 Million in federal taxes between 1996 and 2005.
- ◆ More than 9 out of 10 Illinois community college graduates remain in Illinois after completing college and contribute to the state's economy.

An Illinois community college education increases earnings for workers.

- ◆ On average, all students who completed their Illinois community college education in FY 2005 and worked year-round saw a 31 percent increase in earnings over their pre-enrollment wages. (This figure measures the change in earnings between pre-enrollment and post-completion and represents graduates and individuals who did not re-enroll in FY 2006.)
- ◆ Students who complete their program of study realize even greater benefits. A 25-year-old Illinois community college program graduate can expect a total lifetime earnings gain of \$541,115. This is 55 percent more than the projected total lifetime earnings of \$1.2 Million if they had not completed an Illinois community college program. (Assumes an annual average salary of \$32,639 over 30 years with annual increases of 3 percent. Includes graduates reporting four continuous quarters of full-time earnings above minimum wage.)
- ◆ Illinois community college graduates employed full-time averaged \$32,369 in annual earnings after completing their programs of study. This represents about 250 percent of the state's minimum wage. (Includes graduates reporting four continuous quarters of full-time earnings above minimum wage.)

As major employers and business entities, Illinois community colleges generate Billions of dollars in local sales and wages and more than 55,000 jobs.

- ◆ In FY 2005, Illinois community colleges directly employed 13,840 full-time and 19,397 part-time staff with a total payroll of \$1.1 Billion.
- ◆ In addition to wages and salaries, Illinois community colleges reported \$464 Million in operating and capital expenditures. These monies produced an estimated \$332 Million in output for a total economic impact of \$796 Million and an estimated additional 8,683 jobs.
- ◆ The total economic output of the community colleges on the Illinois economy in FY 2005 was estimated at \$2.55 Billion and 55,407 jobs.

A majority of Illinois community college have increased enrollments by almost one-third over the past 10 years and completion rates by 70 percent.

- ◆ Between 1996 and 2006, two out of every three Illinois community colleges increased enrollments at a rate averaging 32.0 percent.
- ◆ Illinois community college students completing their course of study during this period increased at 85 percent of the colleges by an average of 70.3 percent.

Illinois community colleges are responding to the state's changing demographics and educational needs.

- ◆ The most significant demographic changes in enrolling students over the 1996 - 2006 period included increases in the number of students 19 years old and younger, Hispanic students, students with limited English proficiency, students with both an economic and academic disadvantage, and students in correctional institutions.
- ◆ More enrolling students are preparing for college transfer while fewer are preparing for a job. Baccalaureate/transfer instruction continues to represent the largest number of enrollments and more students are enrolling in health-related programs and basic skills-building courses.
- ◆ Completing students were more likely to be an ethnic/racial minority, come from a background with limited English, and be in ESL and basic skills programs.
- ◆ Fewer completing students are pursuing a certificate or degree and the largest percentage remain in career and technical instruction.

BACKGROUND. The externally attached Economic Impact Study of Illinois Community Colleges was commissioned by the ICCB to better understand the return from investing in Illinois' community colleges. Three primary sources of data were used: College-level financial, student, and economic development data collected by ICCB; Employment, student, and visitor data available from the individual colleges that were collected through an online survey developed by CGS; and Unemployment Insurance wage record data collected by the Illinois Department of Employment Security.

Three major analyses were conducted using these data. One examined community college student enrollment and completion data over a ten-year period to understand the changes that have occurred in the system over the past decade. A second analysis matched earnings data available through the Illinois Department of Employment Security with students who graduated or otherwise left the Illinois Community College System for two full consecutive semesters. The third analysis used economic modeling software (IMPLAN Pro <http://www.implan.com/>) to estimate the effects of Illinois community expenditures and jobs on the statewide and local economies.

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The report contains both summary findings and detailed results addressing the characteristics of Illinois community college students taking credit courses; student economic outcomes, estimated tax revenues paid by Illinois community college students, community college market penetration, and the economic impact of Illinois community colleges. Tables and charts are used extensively in the body of the report to graphically depict trends and characteristics. These graphics are supported by data presented in the report appendices. It is important to note that the numbers in the appendix tables reflect unduplicated counts of student enrollees and completers. As a result, they may vary from those in previously published ICCB reports that represent unduplicated counts of enrollments and duplicated counts of graduates who complete multiple certificates or degrees in the same fiscal year.

Local college officials including trustees, presidents, administrators, researchers, and public information officers helped structure and support the project. Their thoughtful contributions and local efforts to provide accurate, complete, and timely information for the project are recognized and appreciated by the ICCB and CGS staff.

INFORMATION ONLY

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NEW UNITS OF INSTRUCTION

The Illinois Community College Board is requested to approve new units of instruction for the following community colleges:

RECOMMENDED ACTION:

It is recommended that the following motion be adopted:

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

PERMANENT PROGRAM APPROVAL

Black Hawk College

- ▶ Emergency Medical Services (EMS) Paramedic A.A.S. degree (70 semester credit hours)

College of DuPage

- ▶ Animation A.A.S. degree (64 semester credit hours)
- ▶ Baking & Pastry Arts A.A.S. degree (64 semester credit hours)
- ▶ Baking & Pastry Arts Certificate (40 semester credit hours)

Elgin Community College

- ▶ Radiography/Radiologic Technology A.A.S. degree (72 semester credit hours)

Lake Land College

- ▶ Medical Coding Specialist (39 semester credit hours)

Lewis & Clark Community College

- ▶ Industrial Pipefitting Certificate (34 semester credit hours)

Rend Lake College

- ▶ Paramedical Services A.A.S. degree (65 semester credit hours)

Waubensee Community College

- ▶ Emergency Medical Technician (EMT) Paramedic A.A.S. degree (66.5 semester credit hours)

John Wood Community College

- ▶ Graphic Design A.A.S. degree (64 semester credit hours)

BACKGROUND

Black Hawk College is seeking approval to offer a 70 semester credit hour “Emergency Medical Services (EMS)-Paramedic” Associate in Applied Science (A.A.S.) degree program.

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This program will prepare individuals for employment as Emergency Medical Technician (EMT) Paramedics. BHC collaborated with Genesis/Illini Hospital System, a local service provider, to develop the proposed degree for existing EMTs and students new to the field within the college's district.

The curriculum is based on the National Standard Curriculum for EMT-Paramedics as outlined by the U.S. Department of Transportation-National Highway Traffic Safety Administration and will prepare students for licensure through the Illinois Department of Public Health. The curriculum includes 20 semester credit hours of required general education coursework, 49 semester credit hours of required career and technical education coursework and one (1) semester credit hour allowed for related electives. The career and technical component of the curriculum consists of instruction in EMT-Basic level skill training, patient assessment, anatomy and physiology of disease, cardiovascular and respiratory systems, pharmacology, special needs patients, multi-system trauma injuries, system disorders and an integrated work-based learning component. Assessment of student learning will be achieved through observation of the student during their clinical experience. The college currently offers an EMT certificate program for which the proposed A.A.S. degree will provide further educational ladder opportunities.

Labor market information provided by the college supports the interest in and the need for a two-year degree program for EMT-Paramedics within the district. Drawing primarily from students who are near completion or who have completed the existing EMT certificate program, the college anticipates an enrollment of 30 full-time students the first year. One (1) existing full-time and four (4) existing part-time faculty will be required the first year for this program. Facilities, equipment and related resource materials have been in place at the college supporting the existing certificate program, therefore no new costs are anticipated for implementing the proposed degree program during the first three years.

College of DuPage is seeking approval to offer a 64 semester credit hour Associate in Applied Science (A.A.S.) degree in "Animation". This program will prepare individuals for entry-level employment as an animator or special effects artist in the areas of television and film production, website development and game development. The program consists of 16 semester credit hours of required general education coursework, 39 semester credit hours of required career and technical education coursework, and nine (9) semester credit hours of related technical electives. The career and technical component of the curriculum includes instruction in introductory and intermediate drawing, 2-D design, life drawing, computer art, cartooning, sequential art, editing for MPTV, history and introduction to animation, 3-D animation, motion graphics and special effects and an animation portfolio. Assessment of student learning objectives will be accomplished through the completion of a student animation portfolio project that will be evaluated by both program faculty and local employers. Labor market information provided by the college indicates a demand for individuals with education and training in animation both within the district and statewide. According to the Illinois Department of Employment Security, employment for "multi-media artists and animators" is expected to increase by over 15 percent through the year 2012 in Illinois. The college anticipates an enrollment of eight (8) full-time and 10 part-time students the first year, increasing to 20 full-time and 30 part-time students by the third year.

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The program will require one (1) existing full-time and one (1) new part-time faculty member the first year. Costs of implementing this program will be approximately \$76,000 the first year, \$71,000 the second year, and \$107,000 the third year. Higher third year costs reflect the addition of two new part-time faculty members that will address the anticipated increases in enrollment.

College of DuPage is also seeking approval to offer a 64 semester credit hour Associate in Applied Science (A.A.S.) degree and related 40 semester credit hour Certificate in “Baking and Pastry Arts”. Both programs will prepare individuals for employment in the hospitality field. Graduates of the degree program will be prepared for head baker, bakery manager and specialty baker positions, while certificate program graduates will be prepared for positions as baker/bakery assistants, or bakers in small bakeshops or restaurants. These curricula were developed based on standards of the American Culinary Federation (ACF) for baking and pastry arts training. The certificate curriculum consists of 40 semester credit hours of coursework in introductory and intermediate cake decorating and confectionery, nutrition, fundamentals of the baking industry, introductory through advanced level pastry arts, hospitality industry accounting, foodservice merchandising, food/beverage/equipment purchasing, foodservice sanitation, and a required cooperative education/internship in baking. The degree program builds on the certificate curriculum to include coursework in kitchen personnel supervision, six (6) semester credit hours of related technical electives and 18 semester credit hours of required general education coursework. Assessment of student learning objectives for both programs will occur during the student’s internship experience, where they will be evaluated by program faculty and their employer. Graduates of both programs will be prepared for the Illinois Department of Public Health foodservice sanitation certification exam, a requirement for all foodservice workers in Illinois and after securing employment will be eligible for ACF’s Certified Baker credential.

Labor market information provided by the college is supportive of an educational program in baking within the college’s district. The college currently operates several very successful culinary arts programs. Offering this additional specialty in baking will provide students with further opportunities in the hospitality field. The college anticipates a combined enrollment of 32 full-time and 16 part-time students each year during the first three years of the program. The programs will require two (2) existing full-time, two (2) existing part-time and one (1) new part-time faculty the first year. Because the college has some faculty, facilities and supporting services already in place in their existing related culinary programs, costs of implementing the proposed baking and pastry arts programs will be approximately \$15,000 the first year, and \$13,000 per year during year two and three.

Elgin Community College is seeking approval to offer a 72 semester credit hour Associate in Applied Science (A.A.S.) degree in “Radiography/Radiologic Technology”. This program will prepare individuals for entry-level employment as radiographers in a variety of allied health care environments, such as hospitals, outpatient clinics and physician offices. The curriculum was developed based on standards established by the American Society of Radiologic Technologists (ASRT) as required by the accrediting body for related educational programs, the Joint Review Committee on Education in Radiologic Technology (JRCERT).

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Graduates of the program will be prepared for the national certification exam administered by the American Registry of Radiologic Technologists (ARRT) and for the Illinois licensure exam administered by the Illinois Emergency Management Agency-Division of Nuclear Safety (IEMA-DNS). Both national certification and state licensure are a requirement for employment in Illinois. The curriculum consists of 20 semester credit hours of required general education coursework and 52 semester credit hours of required career and technical coursework. The career and technical component of the curriculum consists of instruction in introductory radiography, introductory through advanced level radiographic imaging and procedures, radiologic physics, radiographic pathology, radiographic and sectional anatomy, radiobiology and radiation protection, pharmacology, medical ethics and law, and a required clinical work-based learning experience in radiography.

Assessment of student learning will be achieved through several methods including evaluation during the student's clinical experience, portfolio review and performance on practice certification exams.

Labor market information provided by the college supports the interest in and the need for an educational program in radiography within the college's district. According to the Illinois Department of Employment Security, employment of "radiographers" is expected to increase faster than the average employment for all occupations statewide through 2014. Furthermore, the college currently sends its students to three other neighboring community colleges for this program of study. Because locally there is a very strong interest in this program by both students and allied health service providers, the college anticipates an enrollment of 20 full-time students per year during the first three years. One (1) new full-time faculty member will be required during the first year. Costs of implementing this program will be approximately \$143,020 the first year, \$178,330 the second year, and 183,000 the third year. These figures include costs for remodeling existing space, hiring a full-time faculty program coordinator with teaching responsibilities during year one with the addition of teaching faculty during years two and three, the initial outlay for equipment, and program accreditation costs.

Lake Land College is seeking approval to offer a 39 semester credit hour "Medical Coding Specialist" Certificate program. This program will prepare individuals for employment as medical coders in a variety of health care and business environments. The curriculum includes coursework in anatomy and physiology, pathophysiology, basic pharmacology, medical terminology, health information for professionals, business communications, medical insurance reimbursement, ICD-9CM Coding, advanced CPT coding and modifiers and software applications, as well as medical coding internship in either a hospital or clinic setting. In addition, this curriculum will be delivered in an online format and prepare graduates for a variety of optional, but preferred, credentialing examinations provided by such industry organizations as The American Academy of Professional Coders and the American Health Information Management Association (AHIMA). Assessment of student learning objectives will be accomplished through evaluation of the student's performance during their internship experience as well as through a comprehensive practice AHIMA-based final exam.

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Labor market information provided by the college supports the interest in and the need for a formalized training program for medical coders within the college's district. According to the Illinois Department of Employment Security, employment of "medical transcriptionists and coders" is expected to increase at a rate slightly above the average increase for all occupations within the district. The college anticipates an enrollment of 12 full-time and three (3) part-time students the first year, increasing to 20 full-time and five (5) part-time students by the third year. The program will require six (6) existing full-time and two (2) existing part-time faculty the first year. Costs of implementing this program will be approximately \$6,480 the first year, and \$7,560 per year during the second and third years.

Lewis & Clark Community College is seeking approval to offer a 34 semester credit hour "Industrial Pipefitting" Certificate program. This program will prepare individuals for entry-level employment as industrial pipefitters. The program was developed in collaboration with the Plumbers and Pipefitters Union Local 553 and will provide new and existing apprentices with college-level educational opportunities.

The curriculum consists of coursework in introductory through advanced level industrial pipefitting, industrial welding, mechanical blueprint reading and technical mathematics, as well as a required work-based learning experience in industrial pipefitting. Assessment of student learning will be achieved through evaluation of the student's performance during the work-based learning component. Labor market information provided by the college is supportive of a formalized educational program for district pipefitting apprentices. Locally, the demand for workers with these skills is expected to increase rapidly over the next few years as ConocoPhillips Refinery Inc. plans to expand its labor force. The college anticipates an enrollment of 10 part-time students the first year, increasing to 20 part-time students by the third year. One (1) new part-time faculty member will be required during the first year of the program. Because the college will utilize the equipment, facilities and faculty resources already established by the union local's training program, no new costs will be incurred during the implementation of the proposed certificate.

Rend Lake College is seeking permanent approval for a 65 semester credit hour Associate in Applied Science (A.A.S.) degree in "Paramedical Services". This program was approved on a temporary basis in May 2003 and has been operating successfully for the last four years. This program prepares individuals for employment as Emergency Medical Technician (EMT)-Paramedics. The college currently offers both EMT-Basic and EMT-Intermediate certificate programs. The degree curriculum provides an educational ladder opportunity for graduates of the certificate, as well as those new to the field. The curriculum remains unchanged since its original temporary approval and consists of 15 semester credit hours of required general education coursework and 50 semester credit hours of required career and technical education coursework. The career and technical component of the curriculum consists of instruction in anatomy and physiology, medical terminology, patient assessment, cardiovascular and respiratory systems, pharmacology, special needs patients, multi-system trauma injuries, system disorders and an integrated work-based learning component. Assessment of student learning is achieved through observation of the student during their clinical experience.

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The curriculum is based on the National Standard Curriculum for EMT-Paramedics as outlined by the U.S. Department of Transportation-National Highway Traffic Safety Administration and prepares students for licensure through the Illinois Department of Public Health.

The college has exceeded its benchmarks for enrollments and experienced a 100 percent placement rate for its graduates. Completion rates of students were slightly lower than originally anticipated possibly due to lack of marketing, delays in the availability for testing by the IDPH, and the cost prohibitiveness of the licensure/certification exams. The college maintains a strong relationship with the local Emergency Medical System, including all local area hospitals, fire departments and emergency response service providers, for program advisory and curricular development purposes. No further weaknesses have been identified and the college plans to maintain the program.

Waubensee Community College is seeking approval to offer a 66.5 semester credit hour “Emergency Medical Technician (EMT)-Paramedic” Associate in Applied Science (A.A.S.) degree. This program will prepare individuals for employment as EMT-Paramedics. The college collaborated with the Southern Fox Valley Emergency Medical Services System to develop this program. The curriculum is based on the National Standard Curriculum for EMT-Paramedics as outlined by the U.S. Department of Transportation-National Highway Traffic Safety Administration and will prepare students for licensure through the Illinois Department of Public Health.

The curriculum consists of 18 semester credit hours of required general education coursework, 39.5 semester credit hours of required career and technical education coursework, and nine (9) semester credit hours of related technical electives. The career and technical component of the curriculum consists of instruction in EMT-Basic level skill training, patient assessment, anatomy and physiology of disease, cardiovascular and respiratory systems, pharmacology, special needs patients, multi-system trauma injuries, system disorders and a required work-based learning experience in emergency medical technology. Assessment of student learning will be accomplished through observation of the student during their work-based learning experience by the employer and program faculty.

Labor market information provided by the college supports the interest in and the need for a two-year degree program in emergency medical technology. Currently the college offers an EMT-Basic certificate towards which the proposed degree will serve as an educational ladder opportunity. According to the Illinois Department of Employment Security, projected employment of “emergency medical technicians” in the college’s district is expected to increase nearly three times as fast as employment for all occupations locally through 2014. The college anticipates an enrollment of 30 full-time students each year for the first three years. One (1) existing full-time faculty member will be required for this program. Costs of implementing this program will be approximately \$39,500 the first year, \$41,500 the second year, and \$42,865 the third year.

John Wood Community College is seeking approval to offer a 64 semester credit hour Associate in Applied Science (A.A.S.) degree in “Graphic Design”. This program will prepare individuals for entry-level employment as graphic designers in a variety of environments using multi-media and print communications.

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The curriculum consists of 16 semester credit hours of required general education coursework, 45 semester credit hours of required career and technical education coursework and three (3) semester credit hours allowed for related technical electives. The career and technical component of the curriculum consists of instruction in drawing, 2-D design and color, introductory through advanced level graphic design, web page design, web graphics and interactivity, desktop publishing, graphic and photo manipulation, computerized illustration and marketing. Assessment of student learning will be accomplished through the evaluation of a student portfolio containing artifacts of the students work throughout the program.

Labor market information provided by the college supports the interest in and the need for a formal education and training program for graphic designers within the district. A survey of local businesses, conducted by the college, indicated that the constantly changing field of graphic design warrants a college-level training program for their new hires as well as existing personnel. The college's Program Advisory Committee provided input for developing the proposed curriculum as well as equipment and software needs for the program.

The college anticipates an enrollment of 10 full-time and eight (8) part-time students the first year, increasing to 15 full-time and 12 part-time by the third year. Two (2) existing full-time faculty will be required for the program. Costs of implementing this program will be approximately \$29,400 the first year.

INFORMATION ITEM - BASIC CERTIFICATE APPROVAL

Following is a list of basic certificates that have been approved on behalf of the Illinois Community College Board by the President/CEO since the last Board meeting:

Permanent Program Approval

Danville Area Community College

- ▶ Warehousing & Distribution Statewide Model Certificate (10 semester credit hours)

Illinois Valley Community College

- ▶ Warehousing & Distributing Statewide Model Certificate (16 semester credit hours)

Kaskaskia College

- ▶ Personal Fitness Trainer Certificate (24 semester credit hours)

Rock Valley College

- ▶ Media Production Specialist Certificate (29 semester credit hours)

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Temporary Program Approval

Kennedy-King College

- ▶ Construction Painter Certificate (16 semester credit hours)

Parkland College

- ▶ Personal Fitness Training Certificate (25 semester credit hours)

Harold Washington College

- ▶ Music Business Certificate (21 semester credit hours)

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UNAPPROVED

Minutes of the 370th Meeting of the
Illinois Community College Board
March 26, 2007
Southwestern Illinois College
Belleville, Illinois

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the March 26, 2007 meeting, as recorded.

* * * * *

Item #1 - Roll Call and Declaration of Quorum

Chairman Alongi called the meeting to order at 9:00 a.m. Roll call was taken with the following members present: Sarah Anderson, Jake Rendleman, Bill Naegele, Suzanne Morris, Guy Alongi, Angela Perez Miller, John Aurand, Judith Rake, Rudolph Papa, and Dianne Meeks. John Donahue, Marikay Hegarty, and non voting member Addison Woodward were absent.

Item #2 - Announcements and Remarks by Guy H. Alongi, Chair

Chairman Alongi welcomed everyone for attending and thanked Southwestern Illinois College and its President, Dr. Elmer Kirchoff, for hosting the meeting.

He then announced some very sad news, ICCB staff member Kevin Cain passed away. The below memo was sent out to the staff and Presidents List:

Over the years, many of you had the pleasure of working with Kevin Cain, our Senior Director of Information Technology. Having worked at ICCB for over 21 years, Kevin was professional, knowledgeable, personable and witty, but above all, he served as a daily inspiration to us. Having lived with muscular dystrophy, Kevin never allowed his disability to keep him from enjoying what life had to offer or from enriching ours.

Kevin succumbed to pneumonia and passed away Thursday afternoon. He was more than just a co-worker to many of us; he touched our hearts and has left a void in our lives that may never be filled.

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There will be a wake in Springfield at Boardman-Smith Funeral Chapel from 5-7p.m Tuesday, March 20 and services will be held at the funeral chapel at 10:30 a.m. Wednesday. Memorials can be made to the Kevin D. Cain Scholarship Fund for students with disabilities. The Illinois Community College System Foundation will manage the scholarship.

Item #3 - Board Member Comments

Rudolph Papa extended his thanks to the ICCB staff and to keep up the good work.

Bill Naegele served as a representative for the ICCB on the Joint Legislative Task Force for SB 091. There were four recommendations made:

- An advisory board should be created to monitor and oversee the fiscal health of the Community College Insurance Program in the future.
- The Community College Health Insurance Security Fund should be exempt from fund sweeps/administrative charge-backs.
- The total revenue to the program received from the active employees, community college districts, and matched by the State's General Revenue Fund shall be in total 3.15% of the annual salary of participating community college employees, as certified each year by the State Universities Retirement Systems.
- The City Colleges of Chicago should be allowed to participate in the Community College Insurance Program. Inclusion in the program is contingent upon a buy-in to be based on the same formula applied to all other community college at the inception of the program.

Item #4 - Remarks by Dr. Elmer Kirchoff, President of Southwestern Illinois College (SWIC)

Dr. Kirchoff welcomed and thanked the Illinois Community College Board for holding its Board meeting at the SWIC campus.

SWIC appreciates that the ICCB has long recognized the potentially negative impact that the disparity of assessed property tax values in Illinois could have on educational services funding. Thankfully, because of ICCB's credit hour grant and equalized assessed value programs, there has been and will continue to be no such issue for mostly downstate community colleges.

ICCB funding of the East St. Louis Community College Center has enabled SWIC to deliver 90% of the services that were previously provided to that community college area.

A third example of ICCB support that has directly helped SWIC is ICCB capital funding. This is responsible for the construction that is visibly underway at the Belleville campus and the Sam Wolf Granite City Campus.

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It is close to the end of the 60th Anniversary celebration which began last fall. SWIC was founded in 1946 and began as Belleville Junior College with its first class of 183 students at one building site.

Item #5 - Committee Reports

Item #5.1 - Budget and Finance Committee

Rudolph Papa reported the committee reviewed the ICCB financial statements included as Agenda Item 13.3.

The committee had a lengthy discussion on fiscal year 2008 system budget issues. Agenda Item #8 will include discussion on the system budget. It is hope that this budget is in the early stages of discussion with the General Assembly and that the ICCB will see increases in the system operating budget, the adult education, CTE, and especially the capital budget.

The recommended capital budget is \$59 million for community colleges. This only about 10% of the entire higher education capital budget.

Item #5.2 - Academic Affairs

Angela Miller reported the committee has developed a mission statement for the committee. The other Board members on the committee still need to review it.

HJR Task Force recommendations were discussed which are still being prioritized.

There was a recent memorandum of understanding between the Governor's Office and the IL State Board of Higher Education, which deals with the transition for students from public schools, community colleges, and higher education schools. It will help this transition go much smoother. There is not too much detail as of yet. There should be more information reported on this issue at a later time.

Agenda Item 13.2 was discussed as well. There will be more discussion on this issue at a later time. This is just to bring it to the rest of the Board members attention.

Item #5.3 - External Affairs

Steve Morse reported the committee reviewed the positions the ICCB agency has taken on some of the bills going through the General Assembly during this session. A more in depth report will be provided in the Legislative Update, Agenda Item #8.

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Brenda Pryor spoke on the Economic Impact Study she has been working on. It was delivered in mid-April 2007. A statewide and individual college reports will be distributed.

Item #5.4 - Personnel and Evaluation

John Aurand stated the committee achieved three issues: completed the annual evaluation of President/CEO Geoffrey Obrzut, discussed an annual raise for Mr. Obrzut, and reviewed a new policy for Just Cause for dismissal covering all nonunion staff members. Each of the issues mentioned above will be discussed further in today's Executive Session.

Item #5.5 - Adult Education and Workforce Development

Angela Miller reported the committee discussed the Early School Leaver Program which focuses on students aging between 16-21. A minimal amount of funds are allocated for this program which serves 320 students around the state.

The Leadership and Core Values Initiative was discussed. It has been taking place since 1997, but has lost some funding. A large conference will be held in November discussing some important issues.

Item #5.6 - Student Relations

Sarah Anderson reported the committee had its first meeting last evening. The committee is trying to come up with other issues to discuss so this is not just another student advisory report. They have come up with a long-term plan for this committee. They will be discussing the different areas of student services for each year.

Item #5.7 - Strategic Planning

Jake Rendleman stated the committee discussed developing a retreat for the board members and all ICCB staff members. It would be a two-day event at an off-site location in Springfield. This way, the board members could get a better understanding of what goes on within the ICCB agency.

* * * * *

Chairman Alongi stated a few changes to the agenda for today's meeting. Executive Session will be moved up to Item #12, Consent Agenda will become Item #13, Information Items will become Item #14, Other Business will become Item #15, Public Comment will become Item #16, and Adjournment will become Item #17.

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Item #6 - President/CEO Report

Geoffrey Obrzut, President/CEO, first thanked President Kirchoff for hosting this month's Board meeting and congratulated him on all the great construction going on at the campus.

He mentioned ICCB staff member Kevin Cain's death, which occurred just recently. He was an inspiration to a lot of the staff and to everyone he met. Kevin started at the ICCB when he was 17 years old and was with the ICCB for 21 years. The ICCB set up a fund, which was Chairman Alongi's idea, in Kevin's honor for students who have muscular dystrophy. He wished his family well in this sad time.

He mentioned the community college system would be receiving a budget increase of 1.7%, 2% for Adult Ed, and \$3 million for Student Success. The capital budget is a disappointing 10% increase compared to last years 30% increase. Some of the ICCB staff will most likely be meeting with legislators from both the House and Senate this coming Thursday to get support for an increase in the capital budget.

The ICCTA Lobby Day this year will be on Wednesday, April 25. Mr. Obrzut extended an invitation to the Board members as well.

The Second Annual Homeland Security Conference was a great success. It was held on February 21 and 22 at the Crowne Plaza in Springfield. Colonel Jill Morgenthaler, Deputy Chief of Staff for Homeland Security and Public Safety for the Governor's Office, was a key speaker at the conference and received great reviews from the attendees. Mr. Obrzut thanked Preston Morgan, Senior Director for Workforce Development, and Dr. Karen Anderson, Senior Director for Student/Instructional Development, for doing such a great job putting it together.

Lastly, Mr Obrzut thanked the Student Advisory Group for putting together the Mississippi Gulf Coast Mission. This was a program to help the Mississippi Gulf Coast Community College collect student supplies and household goods. Rebecca Rainey, a Lewis and Clark nursing student, was introduced for her efforts in supporting this mission and rallying the other community colleges to get involved.

Item #7 - Advisory Organizations/Foundation Reports

Item #7.1 - Student Advisory Committee

Sarah Anderson, Student Board Member, reported the final SAC meeting of the year was held in Schaumburg on March 9-10, 2007. Colonel Jill Morgenthaler spoke to the group regarding courses in the community colleges to train students on emergency situations, having the community colleges offer AS degrees in Homeland Security, and getting students from the community colleges involved in the database of volunteers within the state.

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The subcommittees met again. The Awards and Recognition Committee has two systemwide awards, Outstanding Administrator and Outstanding Program that are in the works. The Legislative Committee met and discussed possibly having a statewide letter writing campaign about the Veteran's Grant. Lobby Day will be on April 25 as well. The statewide discussion topics have been decided, which are: Veteran's Grant, Capital Funding, Textbooks, and General Funding Increase. The Local Issues subcommittee met and sent out two surveys to each community college and only a couple sent information back. The next members of the committee will be advised to keep trying. The Policy Issues Committee met and collected suggestions on what the next Student Advisory Committee should work on. On Saturday, the Student Advisory Committee held its official meeting and elected a new student member, Brian Savage from Joliet Junior College. The new group will meet for the first time in June at the ICCTA annual meeting.

Item #7.2 - Illinois Community College Trustees Association

Mike Monaghan, Executive Director of the Illinois Community College Trustees Association, reported the ICCTA has 273 elected trustees and there will be 125 of them up for re-election this year.

On April 24, the trustees will have their regular board meeting in Springfield. As mentioned before, the ICCTA Lobby Day will be held on Wednesday, April 25 in Springfield. Friday, June 8, will be the ICCTA's Annual meeting in Chicago. The orientation for all the newly elected trustees will be during this meeting.

The two bills entered in to the Legislature, Senate Bill 753 and House Bill 3504, will remove community colleges from the Ethics Act stating that they are State Agencies and have them listed only as Local Units of Government. Currently, they are both in their second reading in the General Assembly.

Item #7.4 - Presidents Council

Dr. Kirchoff gave the report for Dr. Keith Miller, President of Black Hawk College. Dr. Miller sent Dr. Kirchoff an email with his comments on a few issues to relay to the Board.

FY08 Budget - While the Council supports the initiatives of the Board of Higher Education to increase funding, they do feel that it is not sufficient to recognize the impact that community colleges have on thousands of lives and the economy of the state. Therefore, working with Ed Duffy and ICCTA, a more focused legislative effort was designed to attempt to secure full funding for base operating and equalization grants. The Council is also in the process of developing educational materials that can be shared with legislators to help better understand how community colleges are funded.

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Illinois Veterans Grant - Since community colleges serve the vast majority of veterans in Illinois, they have met with the Lt. Governor and the Director of Illinois Veterans Affairs, among others, in an attempt to gain full funding for these grants. Currently, they are working to gain support from various veterans groups around the state.

State Ethics Act - The council is encouraging all presidents to meet with their legislators and encourage them to co-sponsor/support HB 3504 and SB 589, which would clarify the status of community colleges as units of local government.

Homeland Security - At its March meeting, the council heard a presentation from Colonel Jill Morgenthaler regarding the important role community colleges and our students play in Homeland Security. Col. Morgenthaler is the Governor's Director for Homeland Security and has presented at conferences sponsored and supported by the ICCB. I would like to thank President Obrzut for inviting Col. Morgenthaler to speak with the presidents. In addition, Col. Morgenthaler encouraged the colleges to consider instituting an AA in Homeland Security.

Item #7.5 - Illinois Community College Faculty Association

Leo Welch gave the report for Dr. Earl Godt. The Teaching and Learning Conference will be held on October 18-19, 2007. The ICCFA will also attend the ICCTA conference which is held in Chicago in June.

The ICCFA is tracking the Ethics Act bill and is in support of it.

Item #8 - Legislative/Budget Report

Steve Morse, Director for External Affairs, reported the Legislature has heard the Governor's Budget Address and has received the budget recommendations of the Governor's Office of Management and Budget. In this context, budget issues will drive much of the General Assembly debate over the course of the next few months. There are several issues though that concern the Legislature about higher education.

A few of these issues concern Illinois community colleges directly. Perhaps chief among the issues is House Bill 1434 that would allow Harper College to offer two baccalaureate degree programs. The ICCB is on record as opposing such legislation and is in support of the Report of the Task Force on Baccalaureate Access that was completed in November 2005. External Affairs has been working with the opposition to this legislation.

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Senator Mattie Hunter has introduced legislation to create textbook advisory committees on university and community college campuses (SB325) and to oblige universities and community colleges to post on their websites certain information about textbooks including edition changes, ISBN numbers, and new and used book prices (SB326). Both bills are intended to help reduce textbook costs to students. The ICCB has been involved in meetings with Senator Hunter and IBHE to help develop this legislation. The ICCB has filed its support of both bills as amended at this writing.

The ICCB is also working with Senator Edward Maloney on SB672, an ICCB-initiated shell bill meant to be amended to standardize the age at which a person may take the GED test to 17 years of age.

The deadline for the Senate to move substantive bills out of Senate committees is March 15. The deadline for the House to move substantive House bills out of committee is March 23.

External Affairs staff is reviewing a plan to bring the community college public relations directors together to discuss statewide community college communications issues and further develop a statewide concept for promoting community colleges. A meeting was originally scheduled for January, but circumstances effected the need to reschedule it.

FISCAL YEAR 2008 SYSTEM BUDGET

Ellen Andres, Chief Financial Officer, reported on three issues:

System:

The Governor's Fiscal Year 2008 Budget, as presented to the General Assembly on Wednesday, March 7, includes a \$5 million increase (1.7%) for the community college system operating budget and a 2 percent increase (or \$.9 million) for adult education and career and technical education budgets.

Capital:

The Governor's Fiscal Year 2008 Capital Budget, includes a recommendation of \$59 million for the community college system. This is composed of \$50 million for the temporary facilities initiative and \$9 million for capital renewal projects. No individual college projects were recommended for the capital budget.

Office:

The fiscal year 2008 office operating budget includes a \$32,000 increase for the office and \$12.6 million from other funds for staff functions and projects.

Item #9 - Status Report on Associate of Arts in Teaching Degrees Initiative

Dr. Elaine Johnson, Vice President for Instruction and Policy Studies, reported the Associate in Arts in Teaching degrees have been approved by ICCB and IBHE in the areas of Secondary Math, Secondary Science, Special Education and Early Childhood Education. The approved programs as of March 1, 2007, include:

Secondary Math

Black Hawk College
CCC-Harry S Truman College
Heartland Community College
Highland Community College
Kankakee Community College
Kaskaskia College
College of Lake County
John A. Logan College
Moraine Valley Community College
Oakton Community College

Prairie State College
Richland Community College
Rend Lake College
Sauk Valley Community College
Southeastern Illinois College
Southwestern Illinois College
Spoon River College
Triton College
Waubonsee Community College

Secondary Science

Moraine Valley Community College
Spoon River College

Triton College

Special Education

Lincoln Land Community College

Oakton Community College

Early Childhood

Black Hawk College
Lincoln Land Community College

Oakton Community College

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The meeting took a break at 10:40 a.m. and returned at 10:50 a.m.

Before the next report was given, Chairman Alongi made an announcement. With the consensus from the other Board members, he is going to cancel the May Board meeting. Everyone would be traveling on Sunday, which just happens to be Mother's Day. Ann Chandler, Board Secretary, will check with Illinois Central College in Peoria to see if they would be willing to host the meeting in September. The Board agreed.

Angela Miller would like to discuss having the Board meetings back on Fridays instead of Mondays at the next Board retreat.

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Item #10 - Homeland Security Initiative Status Report

Illinois Community College System Homeland Security and Emergency Response Institute.

Preston Morgan, Senior Director for Workforce Development, reported that the second Illinois Community College System Homeland Security and Emergency Response Institute was held February 21-22, 2007 in Springfield. The goal of the Institute was to bring diverse areas of colleges together around the area of homeland security. The intent was to better inform and prepare colleges to combat terrorism because of the risk of being a “soft target” and also to better respond to local or regional emergencies, whether they be natural or man-made.

There were 180 people registered for the event representing Illinois community colleges, federal and state agencies, and other local organizations including school districts.

The Institute offered four keynote speakers, including Colonel Jill Morgenthaler, Office of the Governor; Larry Smith, Institute for Crisis Management; Edward Buikema, FEMA Region V; and Joseph Hill, Illinois Department of Transportation. There were also 16 concurrent sessions that included topical areas such as program development, campus security, economic development, IT security, and first responder. Presenters for these sessions included Illinois community colleges and public universities; the Federal Bureau of Investigation; Illinois Department of Commerce and Economic Opportunity; Illinois Medical Emergency Response Team; Save A Life Foundation; Illinois Fire Service Institute; Minnesota State Colleges and Universities; and the Institute for Preventive Strategies at The Center for Rural Development, Somerset, Kentucky.

Evaluations by attendees of the Institute were very favorable with 95 percent of those people returning evaluations either being satisfied or very satisfied with the Institute. Eighty percent of those returning evaluations were either satisfied or very satisfied with the range of topics presented at the Institute. Copies will be distributed to all Board members. The attendees at the Institute have asked that we continue with future Institutes.

Homeland Security and Campus Safety Research Committee

Dr. Karen Anderson, Senior Director for Student/Instructional Development, stated that the second meeting of the Homeland Security and Campus Safety Research Committee was held immediately following the ICCB Homeland Security and Emergency Response Institute on February 22, 2007. The committee, led by co-chairs Marikay Hegarty (ICCB Board member and Chicago Police Department) and Col. Jill Morgenthaler (Deputy Chief of Staff for Public Safety, Office of the Governor), discussed with Col. Morgenthaler her ideas concerning the role of community colleges and students in homeland security and emergency response. The committee also reviewed the survey to colleges that was drafted at the December meeting.

This survey will assist the committee with their assessment of the current status of community colleges in Illinois regarding emergency preparation and qualifications of campus safety and police departments. State statutes addressing campus safety and police departments were also reviewed. The review of these statutes will continue at the April 26 meeting in Joliet.

Item #11 - New Units of Instruction (ACTION)

Rudy Papa made a motion, which was seconded by Bill Naegele, to approve the following new units of instruction:

PERMANENT PROGRAM APPROVAL

Black Hawk College

- ▶ Apprenticeship Pipe Trades A.A.S. degree (65 semester credit hours)

Wm. Rainey Harper College

- ▶ Public Relations A.A.S degree (60 semester credit hours)

Lincoln Land Community College

- ▶ Welding Operator Certificate (30 semester credit hours)

Moraine Valley Community College

- ▶ Massage Therapy Certificate (31 semester credit hours)

Rock Valley College

- ▶ Associate in Engineering Science (65 semester credit hours)

Spoon River College

- ▶ Associate of Arts in Teaching (A.A.T.) Special Education (61 semester credit hours)

Harry S. Truman College

- ▶ Associate in Fine Arts (61 semester credit hours)

John Wood Community College

- ▶ Associate in Fine Arts (64 semester credit hours)

TEMPORARY PROGRAM APPROVAL

College of DuPage

- ▶ Paralegal Studies A.A.S. degree (67 semester credit hours)

College of Lake County

- ▶ Game Development A.A.S. degree (61 semester credit hours)

Parkland College

- Construction: Ironworker Certificate (41 semester credit hours)

Shawnee Community College

- Construction Craft Laborer Apprenticeship A.A.S. degree (61 semester credit hours)
- Construction Craft Laborer Apprenticeship Certificate (37 semester credit hours)

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Wabash Valley College

- Construction: Trade Technology A.A.S. degree (60 semester credit hours)
- Construction: Laborer Certificate (42 semester credit hours)

Item # 12 - Executive Session

At 11:05 a.m., Bill Naegele made a motion, which was seconded by Jake Rendleman, to go into Executive Session to discuss legal matters. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

ICCB Staff members Geoffrey Obrzut, President/CEO and Ann Chandler, Executive Assistant and Board Secretary, remained in the meeting.

ICCB Staff member Ellen Andres, Chief Financial Officer, and ICCB legal counsel John Kauerauf joined the meeting later.

* * * * *

At 11:46 a.m., Jake Rendleman made a motion, seconded by Bill Naegele, to adjourn the Executive Session meeting and return to the regular Board meeting. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

Decisions Related to Executive Session

At 11:48, during the regular Board meeting, Board members voted on a series of issues discussed in the Executive Session.

John Aurand made a motion, which was seconded by Rudy Papa, to give the President/CEO Geoffrey Obrzut a 4% raise retroactive to July 2006 and related equity revisions totally 2%. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

John Aurand made a motion, which was seconded by Bill Naegele, to provide longevity to all ICCB staff members not covered in the union agreement. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

John Aurand indicated that the Just Cause Rule would be left in the Consent Agenda.

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Item #13 - Consent Agenda (ACTION)

Bill Naegele made a motion, which was seconded by John Aurand, to approve the following items, including the change to Agenda Item 13.6:

Item #13.1 - Minutes of the January 22, 2007 Meeting

The Illinois Community College Board hereby approves the Board minutes of the January 22, 2007 meeting, including the specified changes.

Item #13.2 - Minutes of the February 26, 2007 Meeting

The Illinois Community College Board hereby approves the Board minutes of the February 26, 2007 meeting, as recorded.

Item #13.3 - Review of Executive Session Minutes of the January 22, 2007 Meeting

The Illinois Community College Board hereby approves the Board Executive Session minutes of the January 22, 2007 meeting, as recorded.

Item #13.4 - Review of Executive Session Minutes of the February 26, 2007 Meeting

The Illinois Community College Board hereby approves the Board Executive Session minutes of the February 26, 2007 meeting, as recorded.

Item #13.5 - Review of Executive Session Minutes of March 25, 2005 thru the November 17, 2006 Meetings

The Illinois Community College Board hereby determines that minutes of its executive sessions held on March 25, 2005, April 22, 2005, June 17, 2005, September 16, 2005, September 21, 2005, September 15, 2006, and November 17, 2006 are to remain confidential. All other executive session minutes have been made available for public inspection.

Item #13.6 - Employee Guidebook Just Cause Rule

The Illinois Community College Board discussed this item in the Executive Session.

Item #13.7 - Open Meetings Act Policy

The Illinois Community College Board hereby adopts the following rule:

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If a quorum of the members of the ICCB Board or any committee of the ICCB Board is physically present for a meeting, as required by Section 2.01 of the Illinois Open Meetings Act, a majority of the ICCB Board or an ICCB Committee, as the case may be, may allow a physically absent member to attend the meeting by audio conference if the member is prevented from physically attending because of:

- (1) personal illness or disability;
- (2) employment purposes or the business of the ICCB; or
- (3) family or other emergency.

Any ICCB Board Member wishing to attend a meeting by other means shall notify the ICCB Board Secretary before the meeting unless advance notice is impractical

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The motion was approved by unanimous voice vote. Student advisory vote: Yes.

Item #14 - Information Items

Item #14.1 - Summary of Capital Projects Approved by the President/CEO During Calendar Year 2006

Documents were provided to the Board for their information and review.

Item #14.2 - Baccalaureate Completion Programs at Community Colleges Survey

Documents were provided to the Board for their information and review.

Item #14.2 - Fiscal Year 2007 Financial Statements

Documents were provided to the Board for their information and review.

Item #16 - Adjournment

At 12:00 p.m., Rudy Papa made a motion, which was seconded by Bill Naegele, to adjourn the meeting. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

Guy H. Alongi
Chairman

Geoffrey S. Obrzut
President/CEO

Agenda Item #14.2
June 8, 2007

Illinois Community College Board

REVIEW OF EXECUTIVE SESSION MINUTES

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board Executive Session minutes of the March 26, 2007 meeting, as recorded.

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Illinois Community College Board

REVIEW OF EXECUTIVE SESSION MINUTES

The Illinois Open Meetings Act requires public bodies to review, at least twice a year, minutes of the executive sessions to determine if the contents of such minutes continue to require confidentiality or if they may be made available for public inspection.

The last review of executive session minutes was made on March 26, 2007. The next review of executive session minutes will be made on January 2008.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

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