

Agenda
440th Meeting of the
Illinois Community College Board

Zoom Meeting:

<https://us02web.zoom.us/j/82157927098?pwd=ZEEwbDRGVGZmRnY1K2VzenVhV0czZz09>

Meeting ID: 821 5792 7098

Password: 0jTyB6

One tap mobile

+13126266799, 82157927098#, 1#,745226# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 821 5792 7098

Password: 745226

June 12, 2020

9:00 a.m.

1. Roll Call and Declaration of Quorum
2. Announcements and Remarks by Dr. Lazaro Lopez, Board Chair
3. Board Member Comments
 - 3.1 Illinois Board of Higher Education Report
4. Nomination of Illinois Community College Board Vice Chair (*ACTION*)
5. Executive Director Report
 - 5.1 Illinois Community College Board Response to Covid-19
 - 5.1a COVID-19 in the Community College System: A Panel of Presidents
 - 5.2 Illinois Community College Board Goals Update
6. Committee Reports
 - 6.1 Academic, Workforce, and Student Support
 - 6.1a Proposed High School Equivalency Exam Pricing Changes (*ACTION*)
7. Advisory Organizations
 - 7.1 Illinois Community College Trustees Association
 - 7.2 Illinois Council of Community College Presidents
 - 7.3 Student Advisory Council
 - 7.4 Illinois Community College Faculty Association
 - 7.5 Adult Education and Family Literacy
8. Legislative and Budget Update
9. New Units of Instruction (*ACTION*)
 - 9.1 Permanent Approval: College of DuPage, Kennedy-King College, College of Lake County, Highland Community College, Moraine Valley Community College, Southwestern Illinois College, South Suburban College
 - 9.2 Temporary Approval: Southwestern Illinois College

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9:00 a.m.

10. Adoption of Minutes (*ACTION*)
 - 10.1 Minutes of the April 10, 2020 Board Meeting
11. Consent Agenda (*ACTION*)
 - 11.1 Revision of Calendar Year 2020 Board Meeting Dates and Locations
 - 11.2 Calendar Year 2021 Board Meeting Dates and Locations
 - 11.3 Authorization to Enter into Interagency Contracts and/or Agreements
 - 11.4 Authorization to Transfer Funds Among Line Items
 - 11.5 Authorization to Enter into Contracts for Office Operations
12. Information Items
 - 12.1 Fiscal Year 2020 Financial Statements
 - 12.2 Fiscal Year 2019 Dual Credit Report
 - 12.3 Senate Joint Resolution 41 Report
 - 12.4 Basic Certificate Program Approval Approved on Behalf of the Board by the Executive Director
13. Other Business
14. Public Comment
15. Executive Session (*ACTION*)
 - 15.1 Employment/Appointment Matters
16. Executive Session Recommendations (*ACTION*)
 - 16.1 Employment/Appointment Matters
17. Adjournment

Agenda Item #4
June 12, 2020

Illinois Community College Board

NOMINATION OF VICE CHAIR

Chair Laz Lopez will open the floor for nominations for the position of Vice Chair of the Illinois Community College Board.

Agenda Item #5.1
June 12, 2020

Illinois Community College Board

ILLINOIS COMMUNITY COLLEGE BOARD RESPONSE TO COVID-19

The COVID-19 pandemic has challenged the community college system in a variety of ways. For example, all 48 community colleges made substantial changes by implementing work from home policies during the pandemic and moved instruction to an alternative, remote or online stance. Similarly, the agency acted quickly to provide guidance and leadership to the colleges as they dealt with this unprecedented event. As the state moves into Phase 3 of the Restore Illinois plan, the agency and the system are engaged in continued planning and activities to facilitate the return to campus. A brief update will be provided to the Board about the actions that the agency has taken throughout the pandemic. A brief presentation will be provided.

Illinois Community College Board

COVID-19 IN THE COMMUNITY COLLEGE SYSTEM: A PANEL OF PRESIDENTS

The COVID-19 pandemic has challenged the community college system in a variety of ways. All 48 community colleges made substantial changes by implementing work from home policies during the pandemic and moved instruction to an alternative, remote or online stance. The ICCB has assisted the colleges throughout these difficult times. A panel of community college Presidents will discuss how the COVID-19 pandemic has impacted their campuses and ways in which the agency has helped and can continue to support their efforts to respond. Three presidents will participate:

- Dr. Charlotte Warren, Lincoln Land Community College
- Mr. Curt Oldfield, Spoon River College
- Dr. Sylvia Jenkins, Moraine Valley College

The Board will have an opportunity to ask questions during the panel.

Illinois Community College Board

ILLINOIS COMMUNITY COLLEGE BOARD GOALS UPDATE

An update and review of the progress on all of the board goals occurs annually during the June Board meeting. The attached memo details the progress we have made on the Board goals, based upon the report provided at the January 24, 2020 Board meeting. Some agency core functions have also been incorporated. The information provided includes a brief description of the specific item, a status update, and an impact statement. A brief power point presentation will be provided to the Board highlighting some information from the memo. As a reminder, the goal statement is:

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 a seamless transition for students into and through postsecondary education and the workforce by fostering system engagement and equitable outcomes.

GOAL 2: 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.

GOAL 3: Increase access and completion for students through the alignment of policies and enhanced data transparency to improve system effectiveness.

The Board will implement its goals with a focus and commitment to equitable access, opportunities, and outcomes for all students. The Board will promote best practices and enable evidence-based decision-making, and support system-wide continuous improvement.

DATE: June 12, 2020
TO: ICCB Board Members
FROM: Dr. Brian Durham, Executive Director
SUBJECT: Annual Board Goals Update

Please accept this summary of activities related to ICCB Board Goals. There are three status updates for each item listed, provided in a table format, per the template below. Items were edited for conciseness, but overall reflect what was originally reported on each of the previous dates. This should allow for reflection on the continuity across goals.

STATUS	ACTIONS
6/7/2019	Reflects what was reported on June 7, 2019
1/24/2020	Reflects what was reported on January 24, 2020
6/12/2020	Reflects the status as of the June 12, 2020 Board meeting (i.e. current status).

As a reminder, here is the complete Board Goal statement as adopted:

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 a seamless transition for students into and through postsecondary education and the workforce by fostering system engagement and equitable outcomes.

GOAL 2: 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.

GOAL 3: Increase access and completion for students through the alignment of policies and enhanced data transparency to improve system effectiveness.

The Board will implement its goals with a focus and commitment to equitable access, opportunities, and outcomes for all students. The Board will promote best practices and enable evidence-based decision-making, and support system-wide continuous improvement.

GOAL 1: Support a seamless transition for students into and through postsecondary education and the workforce by fostering system engagement and equitable outcomes.

- **Alternative Methods of Credentialing (High School Equivalency):** A statewide initiative to offer three alternative credentialing options to adults without a high school diploma.
 - ✓ **IMPACT:** This initiative has the potential to reach an estimated 3-5% of the 662,000 individuals without a high school diploma who have earned at least 13.5 high school credits.

STATUS	ACTIONS
6/7/2019	Training to regional offices and adult education programs. Local review of transcripts.
1/24/2020	Thirty transcripts reviewed; three awards made. Reviewing criteria.
6/12/2020	Forty-three transcripts reviewed. No additional awards. Review of criteria continues.

- **Common Placement Framework:** This Presidents’ Council and ICCB led initiative has developed a multiple measure, common placement framework for the community college system.
 - ✓ **IMPACT:** All students in the community college system by establishing greater consistency and more opportunities for placement into credit-bearing coursework.

STATUS	ACTIONS
6/7/2019	Implementation guide/research agenda under development. Congruent with SJR 41 work.
1/24/2020	Sixteen colleges implemented in the fall of 2020.
6/12/2020	Eighteen colleges are fully implemented; 13 additional colleges implemented by fall 2020.

- **The Comprehensive Agreement Regarding the Expansion of Educational Resources (CAREER) Agreement Management:** The CAREER agreement allows students to attend an out-of-district institution at in-district rates if the home district lacks a program desired by the student.
 - ✓ **IMPACT:** The CAREER agreement provides significant cost relief and enhances access for the approximately 132,000 CTE students in the system.

STATUS	ACTIONS
6/7/2019	Negotiating about agreement modifications, including issues around out of district marketing
1/24/2020	The ICCB approved the revised CAREER agreement.
6/12/2020	Ten colleges have adopted the revised agreement.

- **Dual Credit Oversight and Administration:** Dual credit instruction allows academically prepared high school students to earn credits that count toward a high school diploma and a college degree.
 - ✓ **IMPACT:** 59,039 individual high school students enrolled in dual credit courses for an 8.6 percent increase from the previous year. Duplicated enrollment stands at 124,614.

STATUS	ACTIONS
6/7/2019	The ICCB maintains oversight over dual credit on community college campuses.
1/24/2020	Administrative rule updates were in progress to reflect the Dual Credit Quality Act (DCQA).
6/12/2020	The COVID-19 pandemic delayed the progress of the administrative rules.

- **Dual Credit Quality Act:** The Act mandated several changes to dual credit, including the development of a Model Partnership Agreement (MPA) and an endorsement on the professional education license.
 - ✓ **IMPACT:** The MPA provides a default agreement high schools and colleges. Up to 2400 high school, dual credit instructors could benefit from the dual credit endorsement.

STATUS	ACTIONS
6/7/2019	MPA approved by the ICCB; Dual credit endorsement framework in draft form.
1/24/2020	Procedures around dual credit faculty endorsements were released in November 2019.
6/12/2020	An initial count of the dual credit endorsements will be available this summer.

- **Gates Foundation Early Indicators of Student Success Project:** In partnership with the City University of New York (CUNY), and other states, ICCB examined analyzed student success in the second year.
 - ✓ IMPACT: Dissemination will benefit local colleges with the use of predictive metrics and models to assist with service prioritization for students.

STATUS	ACTIONS
6/7/2019	ICCB's participation in this project was complete.
1/24/2020	Waiting for CUNY's dissemination of findings.
6/12/2020	Journal submission in progress. Nathan Wilson and Jay Brooks are co-authors.

- **General Education Core Curriculum (GECC) Credential:** A credential designed for students who completes the required 37 – 41 general education hours in the Illinois Articulation Initiative (IAI).
 - ✓ IMPACT: Nearly 20,000 students per year can potentially benefit from this credential.

STATUS	ACTIONS
6/7/2019	Twenty-four colleges have applied and been approved.
1/24/2020	Thirty-seven colleges approved to date. Four hundred and five credentials awarded.
6/12/2020	Forty colleges approved to offer the GECC as of May 2020.

- **Illinois Articulation Initiative (IAI):** This ICCB and IBHE co-led initiative allows students to transfer seamlessly across nearly 100 Illinois institutions.
 - ✓ IMPACT: The IAI is central to the experience of the 265,000 annual transfer students.

STATUS	ACTIONS
6/7/2019	6,897 active GECC and 2,344 active Major courses. 9,241 active courses in IAI. (FY2018)
1/24/2020	6,818 active GECC and 2,351 active Major courses, 9,169 active courses in IAI. (FY2019)
6/12/2020	6,889 active GECC and 2,397 active Major courses. , 9,286 active courses in IAI (FY2020)

- **Office of Civil Rights Visits:** Federal law requires ICCB to conduct annual civil rights visits to colleges based upon our receipt of Carl D. Perkins Career and Technical Education Act funds.
 - ✓ IMPACT: This requirement ensures colleges are meeting the needs of students with disabilities and other barriers and serves as an important lever for change on campus.

STATUS	ACTIONS
6/7/2019	ICCB typically selects and notifies colleges in September each year.
1/24/2020	Two college visits were scheduled.
6/12/2020	The COVID-19 pandemic has delayed FY2020 visits.

- **Open Educational Resources (OER):** A statewide initiative to increase the use and adoption of OER course materials as a strategy to reduce textbook costs and financial barriers for students.
 - ✓ IMPACT: OER increases college access and affordability by reducing the cost to attend college. It has the potential to dramatically cut costs for all students in the system.

STATUS	ACTIONS
6/7/2019	Planning meetings; CTE GAP analysis; OER summit and workshop in development.
1/24/2020	A survey was developed on institutional use of OER.
6/12/2020	Due to COVID-19, the OER conference has moved to fully online.

- **Postsecondary Equity Targets Workgroup:** This P-20 Council led project is developing a framework and proposed targets for Illinois to make progress in closing equity gaps in postsecondary attainment.
 - ✓ IMPACT: Greater focus on equity gaps in the completion agenda.

STATUS	ACTIONS
6/7/2019	MHEC contracted to generate prediction and goal models for consideration.
1/24/2020	ICCB, IBHE, and MHEC executed a data sharing agreement.
6/12/2020	MHEC will model data to inform policy about attainment gaps for disadvantaged students.

- **Student Transfer Achievement Reform (STAR) Act (110 ILCS 150/):** This act requires the ICCB and IBHE to implement rules pertaining to reverse transfer.
 - ✓ IMPACT: Students who transfer without a degree but earn enough credits to reach the associate degree will have an opportunity to earn their associate degree through this process.

STATUS	ACTIONS
6/7/2019	ICCB approved a draft of the administrative rules.
1/24/2020	JCAR published reverse transfer rules on Dec 27, 2019. STAR act report filed Jan 9, 2020.
6/12/2020	Rules are final. All public institutions will have processes developed by fall 2020.

- **Transitional English:** Transitional English will allow students to prepare for college level coursework while still in high school in order to avoid remediation.
 - ✓ IMPACT: The reduction of remediation for the nearly 20 percent of first time, full-time high school students that would otherwise enter into remedial courses in their first year of college.

STATUS	ACTIONS
6/7/2019	Ongoing discussions with ISBE about implementation.
1/24/2020	Twelve colleges received funding to implement.
6/12/2020	The competencies have been made available for public comment beginning June 1 st .

- **Transitional Math (TM):** TM allows students to prepare for college level coursework while still in high school in order to avoid remediation. Successful students enroll at the college without a placement test.
 - ✓ IMPACT: Over time, TM is likely to reduce remediation for the 50 percent of first time, full-time high school students that would otherwise enter into remedial math in their first year.

STATUS	ACTIONS
6/7/2019	All 39 community college districts were collaborating with high schools to implement.
1/24/2020	Twenty-one colleges submitted courses for statewide portability.
6/12/2020	COVID-19 delays. Twenty-five districts have at least one course approved.

- **Transfer Compact Project Proposal:** A revised transfer compact would incorporate the many updates and changes to the landscape of higher education since the last compact was developed.

- ✓ **IMPACT:** This work will have broad implications for students and institutions, enhancing seamless transfer and articulation.

STATUS	ACTIONS
6/7/2019	A workgroup reviewed the STAR Act, PLA efforts, IAI and the AP Equity bill.
1/24/2020	The final report for SJR 22 was submitted.
6/12/2020	Community college and university CAOs are vetting expanded recommendations.

GOAL 2: 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.

- **Adult Education Strategic Plan (AESP):** This plan charts a progressive course for the ICCB’s nationally recognized Adult Education and Literacy Program.
 - ✓ **IMPACT:** The potential to affect 59,769 adult education students served in Illinois.

STATUS	ACTIONS
6/7/2019	The AE Advisory Council recommended the enhanced development of IETs.
1/24/2020	IET programming was incorporated into the CAP-IT Apprenticeship grant.
6/12/2020	Fifteen programs were awarded funding to modify content relative to IET programs.

- **Adult High School Diploma:** Allows the establishment of Adult High School Diploma Programs, with ICCB approval, when applicants cannot establish agreements with secondary or unit school districts.
 - ✓ **IMPACT:** This law has the potential to provide a pathway to a high school diploma for the approximately 662,000 individuals with over nine grades of education.

STATUS	ACTIONS
6/7/2019	No applications received.
1/24/2020	Inquiries, but no applications received.
6/12/2020	Receiving informal inquiries; Reviewing language and making adjustments as needed.

- **Program Review:** ICCB coordinates a statewide program review system (see P.A. 78-669). Community colleges are required to submit a review of programs once every five years to the ICCB.
 - ✓ **IMPACT:** This process provides an additional continuous quality improvement check for colleges to ensure the 39 districts are providing high quality programming.

STATUS	ACTIONS
6/7/2019	Revisions to the Program Review Manual released to the system.
1/24/2020	As of January 2020, staff were reviewing colleges’ program review reports.
6/12/2020	All colleges will receive feedback by June 30, 2020 on their FY2019 program reviews.

- **Scaling Apprenticeship Through Sector-Based Strategies Grant (formerly Apprenticeship Grant Application):** The ICCB received a four-year \$4 million Department of Labor to work with business to develop pre-apprenticeship and apprenticeship programs. Ten college self-selected to participate in the project.
 - ✓ **IMPACT:** This grant will serve more than 1,728 individuals at ten community colleges.

STATUS	ACTIONS
6/7/2019	Not released (received post-June Board meeting, July 15, 2019).
1/24/2020	The ICCB held its first Advisory committee meeting on January 16, 2020.

6/12/2020	Delays due to COVID-19; Thirty-two apprentices have been served.
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- **Workforce Education Strategic Plan (WESP):** This plan was designed to ensure the community college system remains a leader in the complementary fields of workforce training and education.
 - ✓ IMPACT: This plan focuses on better aligning the programs of community colleges to the workforce needs of the state. It has the potential to affect all students served by the system.

STATUS	ACTIONS
6/7/2019	Statewide listening sessions; Surveys on the four strategic goals were developed.
1/24/2020	Surveys vetted with the Presidents Council (earlier in the year), due February 14, 2020.
6/12/2020	The survey results suggested extensive activities between K-12 and community colleges.

GOAL 3: Increase access and completion for students through the alignment of policies and enhanced data transparency to improve system effectiveness.

- **Illinois Postsecondary Profiles (IPP):** The IPP is a joint ICCB/IBHE web site through which interested stakeholders can access actionable data pertinent to the postsecondary experience.
 - ✓ IMPACT: This web portal provides important information to the public, researchers, and other interested parties about Illinois higher education.

STATUS	ACTIONS
6/7/2019	In March of 2019, the IPP pilot website shared broadly with constituents.
1/24/2020	The September 2019 Board meeting included a demo of the IPP interactive website.
6/12/2020	The “Professional” Profile website design was completed and is being shared for feedback.

- **Perkins V Transition:** The purpose of the recently reauthorized Strengthening Career and Technical Education Act (Perkins V) is to develop more fully the academic knowledge and technical and employability skills of who elect to enroll in CTE programs and programs of study.
 - ✓ IMPACT: Effects every high school and community college student in a CTE program.

STATUS	ACTIONS
6/7/2019	ISBE and ICCB submitted the Perkins V transition plan on May 24, 2019.
1/24/2020	Plan feedback was solicited via “Roadshows,” presentations, and public comment.
6/12/2020	The Perkins V plans was approved and rollout of the revised plan is underway.

- **Postsecondary Data Partnership (PDP):** The purpose of this National Student Clearing House led initiative is to pilot multiple accessible data dashboards for colleges around the nation.
 - ✓ IMPACT: This work will provide important information to the public, researchers, and other interested parties about Illinois higher education.

STATUS	ACTIONS
6/7/2019	ICCB and other states were in discussion about the ability to meet the deliverables.
1/24/2020	ICCB participated in a national convening to discuss the project processes and value added.
6/12/2020	ICCB is scheduled to meet with the ten colleges that currently participate in the PDP project.

Agenda Item #6.1
June 12, 2020

Illinois Community College Board

ACADEMIC, WORKFORCE, AND STUDENT SUPPORT COMMITTEE

An oral report will be given during the Board meeting on the discussions that took place at the committee meeting. The discussion items are outlined below:

- Proposed Price Increase for High School Equivalency (HSE)
TASC™ Paper Based and HiSET® Online Testing Exam

- Longitudinal Data System 2.0

- New Units

- Committee Discussion on COVID-19 and the AWS Committee

Illinois Community College Board

PROPOSED HIGH SCHOOL EQUIVALENCY EXAM PRICING CHANGES

The ICCB staff is requesting the approval of two amendments to the current High School Equivalency (HSE) pricing structure for the Data Recognition Corporation - TASC™ and Educational Testing Services - HiSET®.

Data Recognition Corporation has proposed an amendment to the current MOU for a price increase for the TASC High School Equivalency paper-based exam. This price increase would be effective immediately upon approval by the Illinois Community College Board (ICCB). The proposed price increase for the TASC exam affects only the paper-based test, as the cost of production has increased. A comparison of the current 2020 prices and the proposed price increase is included below:

DRC Proposed 2020 Pricing Changes for TASC™				
Description	2020 (MOU) Prices	Requested Price Increase for 2020	Price	Total Price Increase
Computer-Based Battery Cost for Illinois	\$104			
Paper-Based Battery Cost for Illinois	\$104	\$115		\$11 per full battery

Given the impact of the COVID-19 virus on the availability of high school equivalency testing at physical testing centers in Illinois, Educational Testing Center has developed an online proctored exam titled- HiSET Exam at Home” and will be available on June 15, 2020. The HiSET Exam at Home will require a different pricing structure than the paper-based and computer-based HiSET exams. The proposed price changes for the HiSET exam affects **only** the new online proctored HiSET Exam at Home. All other pricing structures for the exams will remain the same. A comparison of the proposed price of online HiSET testing to current computer-based and paper-based HiSET testing is included below:

HiSET Proposed 2020 Pricing Changes for HiSET™	
Description	Proposed Pricing Structure
Computer-Based Battery Cost for Illinois	\$93.75
Paper-Based Battery Cost for Illinois	\$115.00
Online (“Exam at Home”) Battery Cost for Illinois	\$141.25

If approved, the pricing structure for the all three HSE exams offered in Illinois will be as follows:

HSE Full Battery Prices Structure for Calendar Year 2020						
	GED®	HiSET® CBT	HiSET® PBT	HiSET® AT HOME	TASC™ CBT	*TASC™ PBT
Total Battery Price	\$120	\$93.75	\$115	\$141.25	\$104	\$115

RECOMMENDED ACTION:

It is recommended that the following motions be adopted:

The Illinois Community College Board hereby approves an \$11.00 increase of the TASC™ paper-based High School Equivalency exam for a total of \$115.00 per battery, effective immediately.

The Illinois Community College Board hereby approves the onboarding of the HISET® Exam At Home in the amount of \$141.25 per battery, effective June 15, 2020.



**Amendment No. 002
Memorandum of Understanding
State Of Illinois Community College Board
And
Data Recognition Corporation**

This Amendment No. 002 (“Amendment 002”) made effective as of February 3, 2020 (“Effective Date”) by and between Data Recognition Corporation, with an office at 13490 Bass Lake Road, Maple Grove, Minnesota 55311 (“DRC”) and the State of Illinois Community College Board (“ICCB”) with an office at 401 E. Capitol Avenue, Springfield, Illinois 62701-1711, (DRC and ICCB shall be referred to herein individually each as a “Party” and collectively as “the Parties”).

Whereas, the Parties, entered into a Memorandum of Understanding (MOU) effective August 11, 2015 for the administration of TASC Test Assessing Secondary Completion (“TASC Test”) product, (the “Agreement”); and

Now therefore, the Agreement is hereby amended as follows:

1. Section 2. *Term and Termination, A. Agreement Term*, is amended to change the expiration date to December 31, 2020.
2. Exhibit 3: *Examinee Fees*, is deleted in its entirety and replaced with Exhibit 3-1, attached to and made part of this Agreement.
3. Except as otherwise provided in this amendment, the terms and conditions of the Agreement shall remain unchanged.

As signified by signatures of authorized representatives of the Parties below, the Parties have caused this Amendment to be effective as of the first date written above.

Illinois Community College Board

Data Recognition Corporation

By _____
Authorized Signatory

By *Diane Bierbaum*
Authorized Signatory

Print Name and Title

Diane Bierbaum, Dir. Contract Mgmt & Procurement
Print Name and Title

Date

02-03-2020
Date

**Exhibit 3-1
Examinee Fees**

Description	Calendar Year 2020
TASC Paper-based Test	\$75.00/Battery \$15.00/Subtest
TASC Computer-based Test	\$64.00/Battery \$12.80/Subtest
TASC Test takers may be subject to additional state and local fees as determined by the state.	
TASC Test Retakes	See section titled "Subtest Retakes"
Test Center Fee for Initial Subtests and Retake Subtests – to be paid by Examinee	\$8.00/Subtest
TASC Readiness	Pricing may be obtained through DRC Customer Service

TASC Test Fees for all Renewal Terms will be subject to the then current DRC Testing Fee. Pricing is valid on a calendar year basis – January 1st through December 31st.

FIRST AMENDMENT TO THE
MEMORANDUM OF UNDERSTANDING
BETWEEN
EDUCATIONAL TESTING SERVICE
AND
ILLINOIS COMMUNITY COLLEGE BOARD

This FIRST AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING (“MOU”), dated January 1, 2019, (hereinafter, the “Amendment”) is effective as of June 1, 2020 between Educational Testing Service, a non-profit, non-stock corporation duly organized and validly existing under the Education Law of the State of New York, U.S.A. (“ETS”), and the Illinois Community College Board, located at 401 East Capitol Avenue, Springfield, IL 62701-1711 (“ICCB”). ETS and XX are sometimes referred to herein individually as the “Party” and collectively as the “Parties”.

WITNESSETH:

WHEREAS, in a Memorandum of Understanding dated January 1, 2019, ICCB approved Educational Testing Service, as a preferred provider of the HiSET® High School Equivalency Test in the State of Illinois;

WHEREAS, under the terms of the MOU, the Parties may mutually agree to amend the MOU; and

Whereas, the Parties wish to amend the MOU to add Exhibit X EXAM at HOME;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, ETS and ICCB agree as follows:

1. The terms and conditions set forth in the MOU, are incorporated herein by reference. Any capitalized term not defined herein shall have the meaning ascribed to it in the MOU. In the event of any conflict between the terms and conditions in the MOU and those in this Amendment, the terms and conditions in this Amendment shall prevail.
2. Section 1 Definitions of the MOU is hereby changed to add 1.28, as follows:

1.28 “HiSET® Exam at Home” is set forth in Exhibit 2.
3. The MOU is hereby changed to add Exhibit 2 HiSET® Exam at Home, attached hereto.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the Parties hereto, being duly authorized, have executed this Amendment in two counterparts, each of which shall be deemed to be an original.

ILLINOIS COMMUNITY COLLEGE BOARD

EDUCATIONAL TESTING SERVICE

Signature:

Signature: David L. Hunt

Title: _____

Title: Executive Vice President & COO

Date: _____

Date: _____

EXHIBIT 2
HiSET® EXAM at HOME

1. SCOPE OF EXHIBIT

This Exhibit 2 of the MOU sets forth all terms and conditions specific to the remote proctoring delivery of HiSET exam and is subject to the terms of the MOU.

2. DEFINITIONS

“eREG” shall mean ETS’s online Test Registration portal located at <https://hiset.ets.org/>.

“HiSET® Exam at Home” shall mean the remote proctoring version of the CBT HiSET® Exam available for registration beginning on June 15, 2020. Eligible Test Takers will register for each Subtest online through eREG. ETS’s remote proctoring provider will email a link for the Test Taker to schedule the Subtest.

“Test(s)” shall mean each HiSET Exam at Home Subtest.

3. TERMS

3.1 Test Taker Registration. Test Taker will register for the Subtest online through eREG. ETS’s remote proctoring provider will email a link for the Test Taker to schedule the Subtest.

3.2 Test Center Fee. In addition to the fees set forth in Exhibit 1 of the MOU, Test Takers will pay \$17.50 per Subtest upon HiSET Exam at Home registration instead of the current \$8 Test Center fee to test at a physical location as set forth in Exhibit 1. The fee may be changed at any time at ETS’s sole discretion with written notice to Client and this Exhibit 2, Section 3.2 shall be deemed amended accordingly. Registrations after such fee change shall be subject to the new fee.

3.3 State Fees. ETS will collect any State fees, if applicable, upon registration for the Test and remand payment to the State according to the MOU.

3.4 Score Processing Time. Because the Test requires additional scoring measures and review of test response data, ETS will have an additional 5 to 10 business days from the time allowed in the MOU, Section 3.1.m to post Test Taker score reports. ETS will notify the State if additional time beyond this is required.

Agenda Item #8
June 12, 2020

Illinois Community College Board

SPRING 2020 LEGISLATIVE AND BUDGET UPDATE

In the early morning hours of May 24th, the General Assembly wrapped up a four-day special legislative session by enacting legislation to support the State's response to protect vulnerable populations impacted by the global COVID-19 pandemic. The shortened session included adoption of a fiscal year 2021 State budget.

Matt Berry will provide an update on the fiscal year 2021 budget and a legislative report highlighting action taken during the abbreviated legislative session.

Illinois Community College Board

NEW UNITS OF INSTRUCTION
Permanent Approval

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

College of DuPage

- Project Higher Ed Apprenticeship Certificate (30 credit hours)

Kennedy-King College

- Game Design and Development Associate of Applied Science (A.A.S.) degree (61 credit hours)

College of Lake County

- Cybersecurity Certificate (30 credit hours)

Highland Community College

- Horticulture Certificate (30 credit hours)
- Commercial Applicator Certificate (30 credit hours)

Moraine Valley Community College

- Advanced Supply Chain Management Certificate (41 credit hours)

Southwestern Illinois College

- Practical Nursing Certificate (36 credit hours)

South Suburban College

- Emergency Medical Services-Paramedic A.A.S. degree (60 credit hours)
- Hospitality Management A.A.S. degree (61 credit hours)
- Hospitality Management Certificate (34 credit hours)

BACKGROUND

College of DuPage Project Higher Ed Apprenticeship Certificate (30 credit hours)

Program Purpose: This program will prepare individuals for entry-level employment, further education and apprenticeships in the areas of manufacturing machining, computerized numerical control, facilities maintenance, industrial maintenance, heating/air conditioning, welding, or electro-mechanical/mechatronics technology.

Catalog Description: This program will allow students an opportunity to pursue multiple training and apprenticeship opportunities. This program will develop a bridge between multiple existing college programs, allowing for entry-level employment credentials stackable towards advanced-level Certificates and A.A.S. degrees.

Curricular Information: The curriculum consists of 12 credit hours of required career and technical coursework in industrial safety, introductory workplace safety, materials and equipment, customer service, workplace writing, Microsoft Office for Professionals, and a Project Higher Education Seminar. The remaining 18 credit hours of coursework will be selected from one of seven (7) specialty areas: manufacturing machining, computerized numerical control, facilities maintenance, industrial maintenance, heating/air conditioning, welding, or electro-mechanical/mechatronics technology. Each specialty track also requires a work-based learning component with a local employer. Assessment of student learning will be achieved through evaluation of the student's soft skills through the seminar course, and of their performance during the work-based learning component of the curriculum.

Justification for Credit hours required: NA.

Accrediting Information: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the need for a program of this nature. According to the Illinois Department of Employment Security (IDES), growth in the employment of related occupations including "production occupations, installation/maintenance/repair occupations, and building maintenance occupations" is expected to increase by approximately 1.5% statewide through the year 2026.

Table 1: Employer Partners

Employer	Location
Abt Electronics & Appliances	Glenview, IL
Advocate Health Care	Downers Grove, IL
A-Team Heating & Air Conditioning	Glen Ellyn, IL
Billco Corporation	Addison, IL
Blackhawk Molding	Addison, IL
Devanco Foods	Carol Stream, IL
Dutchman Heating	Naperville, IL
Edwards Engineering	Elk Grove Village, IL
Giant Finishing	Addison, IL
KLM Tool	Addison, IL
Madden Glass	Addison, IL
Mauser Packaging Solutions	Addison, IL
Nextech Energy Systems	Chicago, IL
PAXXUS Rollprint Packaging Products	Addison, IL
Principal Manufacturing	Burr Ridge, IL
SMI Service Mechanical Industries	Schaumburg, IL
Tile and Top	Darien, IL

Table 2: Projected Enrollments

Project Higher Ed Certificate	First Year	Second Year	Third Year
Full-Time Enrollments:	0	0	0
Part-Time Enrollments:	15	30	55
Completions:	0	15	30

Financial / Budgetary Information: The program requires two new part-time, one existing full-time and two existing part-time faculty the first year. Qualified faculty will hold a Bachelor’s degree in a field related to their area of instruction, any necessary industry credentials (i.e. Welding Certifications) to teach in their specific area, five years related occupational experience, and three years teaching experience preferred. All facilities and equipment are currently in place and will be shared with other existing programs. Funds to market/promote the program among local employers and their existing workforce have been budgeted over the first three years of operation. The program will otherwise be supported by student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$40,000	-	-
Administrator Costs	-	-	-
Other Personnel costs (support staff)	-	-	-
Equipment Costs	-	-	-
Library/LRC Costs	-	-	-
Facility Costs	-	-	-
Other (Marketing/Promo Materials)	\$25,000	\$25,000	\$12,000
TOTAL NEW COSTS	\$65,000	\$25,000	\$12,000

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-Time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	0	2	0	0	0	0
Existing Faculty	1	2	1	4	1	4

Kennedy-King College
Game Design and Development Associate of Applied Science degree (A.A.S.)
(61 credit hours)

Program Purpose: This program will prepare individuals for entry-level employment, as well as advancement opportunities, in the gaming industry as game designers, environmental artists, gameplay engineers and multimedia designer/animators.

Catalog Description: The Associate of Applied Science (A.A.S.) in Game Design and Development is designed to provide entry-level employment training, support the pursuance of advancement opportunities, and provide entrepreneurial training for those seeking to enter the gaming industry. The program is a two-year, career and technical degree program that blends art, design and technology to create interactive games for market. Game design, prototyping, programming, testing, production and management are all skills the program addresses. Additionally, the degree program will provide future transfer opportunities to local universities offering baccalaureate level Game Design and Development programs.

Curricular Information: The curriculum consists of 16 credit hours of required general education coursework, and 45 credit hours of required career and technical education coursework.

The career and technical component includes instruction in introductory communication design, freehand drawing, introductory through advanced levels of game design, introductory through advanced levels of creating art of the game, game programming, gamification, game studio, introductory and intermediate levels of motion graphics, business of games, and game development and society. Assessment of student learning will be achieved through evaluation of the student’s performance during the Game Studio course, which will require a comprehensive design and production of a playable video game. The curriculum was also designed to articulate towards several local baccalaureate degree programs, such as DePaul University’s Bachelor of Science in Game Design, and Columbia College’s Bachelor of Arts in Game Design.

Justification for Credit hours required: The curriculum was designed to address the needs of local employers by including the necessary gaming skills for successful employment in the field. The curriculum was also designed to provide maximum articulation towards a related baccalaureate degree curriculum, which includes a four (4) credit hour technical mathematics course.

Accrediting Information: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the need for a program in this field of study. According to the Illinois Department of Employment Security (IDES), growth in the employment of “emergency medical technicians & paramedics” are expected to increase by 9.6% statewide through the year 2026.

Table 1: Employer Partners

Employer	Location
Everi Games	Chicago, IL
Iron Galaxy	Chicago, IL

Table 2: Projected Enrollments

Game Design & Dev AAS degree	First Year	Second Year	Third Year
Full-Time Enrollments:	15	30	45
Part-Time Enrollments:	5	10	15
Completions:	0	20	15

Financial / Budgetary Information: The program requires one new full-time, one new part-time and two existing part-time faculty the first year. Qualified faculty will hold an Bachelor’s degree in Game Design, have five years of directly related work experience, and two years teaching experience preferred. All facilities are currently in place support the program. Some equipment and supply purchases have been budgeted for during the first three years, otherwise resources will be shared with existing information technology programs. The program will be supported by student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$90,880	\$90,880	\$90,880
Administrator Costs	-	-	-
Other Personnel costs	-	-	-
Equipment Costs	\$128,508	\$18,377	\$18,377
Library/LRC Costs	\$300	\$300	\$300
Facility Costs	-	-	-
Other (game design conf)	\$3,370	\$3,370	\$3,370
TOTAL NEW COSTS	\$223,058	\$112,927	\$112,927

Table 4: Faculty Requirements

	<u>First Year</u>		<u>Second Year</u>		<u>Third Year</u>	
	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>
New Faculty	1	1	0	0	0	0
Existing Faculty	0	2	1	3	1	3

College of Lake County
Cybersecurity Certificate (30 credit hours)

Program Purpose: This program will prepare individuals for entry-level employment, and advancement, in the field of information security.

Catalog Description: The Cybersecurity Certificate program will prepare students to protect businesses and institutions that currently use electronic commerce from malicious cyber-attacks and data theft. Managing information security is achieved through confidentiality, data and system integrity and availability. The certificate is based on information security concepts, principles, methods, techniques, practices, and procedures that guide today’s IT security professionals. This program prepares graduates to become employed as Cybersecurity specialists, Security analysts, vulnerability analysts, Firewall and VPN specialists. Coursework includes foundational courses in network operating systems and network automation. This is followed by coursework in the cybersecurity field, so students understand and know how to look for weaknesses and vulnerabilities in target systems. The certificate is designed for professionals returning to upgrade skills or students who are interested in obtaining employment skills in IT security professions. The certificate can be completed as a student progresses through the CIT A.A.S. degree program with the specialty option of Network Administration and Cybersecurity. After completion of this coursework, the student will be prepared to take certification exams for Security+, Linux+, CEH, CySA+, and CISCO Cybersecurity Cyber Ops.

Curricular Information: The curriculum consists of 30 credit hours of required career and technical coursework in Windows Operating Systems, Linux Operating Systems, Network Automation, CISCO: Introduction to Networks, Windows Server Administration, Network Security Fundamentals, Ethical Hacking, Hardening the Infrastructure, Network Defense and Countermeasure, and Cybersecurity Analysis. Students will be prepared for various industry credentialing exam including for CompTIA’s Security+, Linux+, and CySA+ certifications, Certified Ethical Hacker (CEH) certification through EC-Council, and CISCO Cybersecurity Cyber Ops certification. This certificate also fully articulates towards the college’s existing Computer Information Technology (CIT) A.A.S. degree. Assessment of student learning will be achieved through evaluation of the performance on comprehensive assignments throughout the program designed to measure achievement of core competencies and during the CIT 253 Network Defense and Countermeasure capstone course which requires completion of a comprehensive project.

Justification for Credit hours required: NA.

Accrediting Information: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the need for a program of this nature. According to the Illinois Department of Employment Security (IDES), growth in the employment of related occupations including “computer network specialists, information security analysts, and computer network architects” is expected to increase between 6.6 – 22.9% statewide through the year 2026.

Table 1: Employer Partners

<u>Employer</u>	<u>Location</u>
Amerisource Bergen	Romeoville, IL
Abbot Laboratories	Abbot Park, IL
AON Hewitt LLC	Lincolnshire, IL
Winthrop Harbor Police Department	Winthrop Harbor, IL

Homeland Security Investigations/ICE	Chicago, IL
Arthur J. Gallagher & Co.	Rolling Meadows, IL

Table 2: Projected Enrollments

Cybersecurity Certificate	First Year	Second Year	Third Year
Full-Time Enrollments:	12	12	12
Part-Time Enrollments:	12	12	12
Completions:	24	24	24

Financial / Budgetary Information: The program requires one new full-time, three new part-time, two existing full-time, and three existing part-time faculty the first year. Qualified faculty will hold a Bachelor's degree in an Information Technology field, at least one year related occupational experience specific to information security, and some teaching experience preferred. Facilities are currently in place and will be shared with related existing programs. Equipment purchases have been budgeted for over the first three years of operation. The program will otherwise be supported by student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$95,000	\$105,000	\$115,000
Administrator Costs	-	-	-
Other Personnel costs	-	-	-
Equipment Costs (soft/hardware)	\$25,000	\$25,000	\$25,000
Library/LRC Costs	-	-	-
Facility Costs	-	-	-
Other	-	-	-
TOTAL NEW COSTS	\$120,000	\$130,000	\$140,000

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-Time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	1	3	0	0	0	0
Existing Faculty	2	3	3	3	3	3

**Highland Community College
Commercial Applicator Certificate (35 credit hours)**

Program Purpose: This program will prepare individuals for entry-level employment as commercial chemical and fertilizer applicators.

Catalog Description: The Commercial Applicator Certificate program prepares students for a career in the crop input field. Students will be provided hands on training, utilizing some of the latest in technology equipment.

Curricular Information: The curriculum consists of five (5) credit hours of general education related to mathematics and college success skills, and 30 credit hours of required career and technical coursework in crop science, soil science, precision farming technology, soil fertility, corn and soybean production, pest identification and control, agriculture equipment maintenance, Commercial Driver's License (CDL) preparation, Pesticide License Training preparation, and a required workplace experience. Assessment of student learning will be achieved through evaluation of the student's performance during the workplace experience course.

The proposed certificate partially articulates towards the completion of the Agriculture Production Certificate, and the Crop Science A.A.S. degree. Students will be prepared for taking their Illinois CDL exam through the Illinois Department of Transportation and the Illinois Commercial Pesticide Applicator's License exam through the Illinois Department of Agriculture.

Justification for Credit hours required: The curriculum was designed to address the needs of local employers as well as to prepare individual for the necessary pesticide applicator's license. Course content related to commercial vehicle operation and soil/crop science was also considered critical for an individual's successful employment in the crop input field.

Accrediting Information: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the need for a program in this field of study. According to the Illinois Department of Employment Security (IDES), growth in the employment of related occupations including "pesticide handlers and miscellaneous crop maintenance workers" are expected to increase by an average of 4.9% statewide through the year 2026.

Table 1: Employer Partners

Employer	Location
Stephenson Service Company	Lena, IL
Carroll Service Company	Milledgeville, IL
Midwest BioAG	Milledgeville, IL
Conserv FS	Rockford, IL
Pearl City Elevator	Pearl City, IL
Nutrien AG	Stockton, IL
Furst-McNess	Freeport, IL
Advanced Crop Care	Forreston, IL
Musser Crop Services	Lena, IL
Pioneer Seed	Freeport, IL
Wyffels Hybrids	Dakota, IL

Table 2: Projected Enrollments

Commercial Applicator Certificate	First Year	Second Year	Third Year
Full-Time Enrollments:	6	6	6
Part-Time Enrollments:	2	2	2
Completions:	8	8	8

Financial / Budgetary Information: The program requires two existing full-time faculty the first year. Qualified faculty will hold an Associate's degree in a related field or 10 years of work experience as a commercial pesticide applicator, a current Illinois Pesticide License, a current CDL, and two years teaching experience preferred. All facilities and equipment are currently in place support the program. Resources will be shared with other related agriculture programs. The program will otherwise be supported by student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$0	\$0	\$0
Administrator Costs	-	-	-
Other Personnel costs	-	-	-
Equipment Costs	-	-	-
Library/LRC Costs	-	-	-
Facility Costs	-	-	-

Other	-	-	-
TOTAL NEW COSTS	\$0	\$0	\$0

Table 4: Faculty Requirements

	<u>First Year</u>		<u>Second Year</u>		<u>Third Year</u>	
	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>
New Faculty	0	0	0	0	0	0
Existing Faculty	2	0	2	0	2	0

Highland Community College
Horticulture Certificate (30 credit hours)

Program Purpose: This program will prepare individuals for entry-level employment as landscapers, groundskeepers, greenskeepers, fruit and vegetable producers, greenhouse and nursey workers, lawn care specialists, and as supervisors of horticulture workers.

Catalog Description: The Horticulture Certificate program provides students the opportunity to explore various careers in horticulture while gaining skills necessary to begin working in a horticulture business.

Curricular Information: The curriculum consists of five (5) credit hours of general education related to mathematics and college success skills, and 25 credit hours of required career and technical coursework in introduction to horticulture science, soil fertility and fertilizers, landscape design and maintenance, soil science, fruit and vegetable crop production, pesticide licensure training, a required workplace experience. Assessment of student learning will be achieved through evaluation of the student’s performance during the workplace experience course. The proposed certificate also fully articulates towards the completion of several existing agriculture-related advanced certificates, including the Agriculture Production Certificate, as well as the college’s Agriculture Management A.A.S. degree.

Justification for Credit hours required: NA.

Accrediting Information: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the need for a program in this field of study. According to the Illinois Department of Employment Security (IDES), growth in the employment of occupations related to the grounds keeping industry are expected to increase by an average of 5.5% statewide through the year 2026.

Table 1: Employer Partners

Employer	Location
Freeport Park District	Freeport, IL
Clara Joyce Flowers	Stockton, IL
Deininger Floral Shop	Freeport, IL
Fritz Nursery	Stockton, IL
Eagle Ridge Resort	Galena, IL
Sparrow, Inc.	Elroy, IL
NatureScape Lawn Care	Rockford, IL
Plum Creek Landscape Contractors	Lanark, IL
Angelic Organics	Calendonía, IL
Chestnut Cliff Farm	Freeport, IL
DeMeester Flower Shop, Greenhouse & Lawn Care	Freeport, IL
InGrown Farms	Freeport, IL
Park Hills Golf Course	Freeport, IL
University of Illinois Extension Office	Freeport, IL

Table 2: Projected Enrollments

Horticulture Certificate	First Year	Second Year	Third Year
Full-Time Enrollments:	3	5	7
Part-Time Enrollments:	1	2	3
Completions:	3	6	9

Financial / Budgetary Information: The program requires two existing full-time faculty the first year. Qualified faculty will hold at least a Bachelor’s degree in Horticulture Science with a Master’s degree preferred, a current Illinois Pesticide License, at least two years related occupational experience, and two years teaching experience preferred. All facilities and equipment are currently in place support the program. Resources will be shared with other related agriculture programs. The program will otherwise be supported by student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$0	\$0	\$0
Administrator Costs	-	-	-
Other Personnel costs	-	-	-
Equipment Costs	-	-	-
Library/LRC Costs	-	-	-
Facility Costs	-	-	-
Other	-	-	-
TOTAL NEW COSTS	\$0	\$0	\$0

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-Time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	0	0	0	0	0	0
Existing Faculty	2	0	2	0	2	0

Moraine Valley Community College
Advanced Supply Chain Management Certificate (41 credit hours)

Program Purpose: This program will prepare individuals for entry-level and advancement opportunities in the field of supply chain management overseeing the flow of goods, data, and finances as a product or service moves from point of origin to its final destination.

Catalog Description: The Advanced Supply Chain Management Certificate program is an application-based program that provided students with advanced supply chain management principles. Key topics covered include core technology skills and business/industry content. Students will address both domestic and global issues in supplier and customer relations, value-added product differentiation, cost management, and the professional skills required to succeed within this industry. The program has been designed based on current industry needs and in consultation with logistics and supply chain leaders. Students participating in this program will gain background knowledge for advanced level positions or, if currently employed in the industry, enhanced professional knowledge and career advancement potential.

Curricular Information: The curriculum consists of 41 credit hours of required career and technical coursework in introduction to business, MS Office, transportation and logistics industry overview, global transpiration, principles of operations management, business law, principles of management, introductory import/exporting, cargo security, warehousing and distribution, probability and statistics, advanced supply chain technologies, and quality control and customer service.

The college's recently approved Introduction to Supply Chain Management Certificate fully articulates into this proposed Advanced Certificate. Assessment of student learning will be achieved through evaluation of the performance on comprehensive assignments throughout the program designed to measure achievement of core competencies.

Justification for Credit hours required: The curriculum was designed to address the needs of local employers. Course content related to statistics, business law, quality control, customer service and basic office applications was considered critical for an individual's success in management in the field of transportation, distribution and logistics.

Accrediting Information: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the need for a program in this field of study. According to the Illinois Department of Employment Security (IDES), growth in the employment of occupations related to the transportation, distribution and logistics industry are expected to increase by an average of 6.5% statewide through the year 2026.

Table 1: Employer Partners

Employer	Location
United Parcel Service (UPS)	Hodgkins, IL
Forte' One	Chicago, IL
Penske Corp.	Bedford Park, IL

Table 2: Projected Enrollments

Adv Supply Chain Mgt Certificate	First Year	Second Year	Third Year
Full-Time Enrollments:	0	2	5
Part-Time Enrollments:	5	10	15
Completions:	0	5	10

Financial / Budgetary Information: The program requires one new part-time and five existing full-time faculty the first year. Qualified faculty will hold a Bachelor's degree in a Transportation or Supply Chain Management field, 5-10 years related occupational experience, and one year teaching experience preferred. All facilities and equipment are currently in place support the program. The program will otherwise be supported by student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$9,000	\$99,000	\$108,000
Administrator Costs	-	-	-
Other Personnel costs	-	-	-
Equipment Costs	-	-	-
Library/LRC Costs	-	-	-
Facility Costs	-	-	-
Other	-	-	-
TOTAL NEW COSTS	\$9,000	\$99,000	\$108,000

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-Time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	0	1	1	0	0	1
Existing Faculty	0	5	0	6	1	6

Southwestern Illinois College
Practical Nursing Certificate (36 credit hours)

Program Purpose: The certificate will prepare individuals for employment as Licensed Practical Nurses (LPNs) in a variety of healthcare settings.

Catalog Description: The SWIC Practical Nursing program prepares students with the basic skills necessary to become a **Licensed Practical Nurse (LPN)**. LPNs are on the front line of nursing, interacting with patients on a daily basis in settings including hospitals, long-term care settings, doctors' offices, outpatient clinics or even home health. They work under the supervision of a registered nurse or physician and sometimes oversee certified nurse assistants. PNs provide basic bedside care for the sick, injured and convalescent, and do tasks such as give injections, take vital signs, collect samples, perform diagnostic tests, dress wounds, administer medication and report status of the patient. The program is designed to include classroom education, auto-tutorial lab, simulation experiences and clinical application in long-term care, hospital, and healthcare office settings.

In accordance with the Illinois Nursing and Advanced Practice Nursing Act, 2017, the purpose of the Practical Nursing Education curriculum at SWIC is to prepare students to:

1. Apply for the NCLEX-PN exam after successful completion of the program and to apply for licensure as registered practical nurse after successfully completing the NCLEX-PN.
2. Practice entry-level practical nursing only under the direct supervision of the registered practical nurse until item No. 1 has been accomplished.
3. Practice practical nursing at a beginning staff level after successfully completing the NCLEX-PN and receiving licensure as a registered practical nurse.

Curricular Information: The curriculum consists of 36 credit hours of coursework in fundamentals of nursing, foundations of nursing, nutrition in nursing, human body structure and function, pharmacology, mental health nursing, obstetric and pediatric nursing, pediatrics in practical nursing, introductory and advanced medical surgical nursing. The curriculum also requires clinical/work-based learning. Assessment of student learning will be achieved through evaluation of the student's performance on practice licensure exams and during the clinical/work-based learning component of the program.

Justification for Credit hours required: The curriculum was developed to meet the requirements of the Illinois Department of Finance and Professional Regulation (IDFPR) and the Nurse Practice Act. The curriculum will prepare students for successfully taking the National Council Licensure Examination for Practical Nurses (NCLEX-PN), a requirement for employment. The content and clinical hours required exceeds 30 credit hours.

Accrediting Information: Program accreditation is not required in Illinois, however, IDFPR must approve the college's feasibility study and curriculum, following all appropriate State-curricular approvals and prior to enrolling students.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the need for training program in this field of study. According to the Illinois Department of Employment Security (IDES), growth in the employment of "licensed practical nurses" is expected to increase by 2% statewide through the year 2026, and by 11% nationwide through the year 2028.

Table 1: Employer Partners

Employer	Location
Memorial Hospital	Belleville, IL
BJC	St. Louis, MO
HSHS St. Elizabeth's Hospital	O'Fallon, IL
Madison County Workforce Development Group	Belleville, IL

Table 2: Projected Enrollments

Practical Nursing Certificate	First Year	Second Year	Third Year
Full-Time Enrollments:	35	35	35
Part-Time Enrollments:	0	0	0
Completions:	30	30	30

Financial / Budgetary Information: The program requires two (2) new full-time faculty. Qualified faculty hold a Bachelor’s degree in Nursing, two years related work experience, Registered Nurse licensure, and one year teaching experience preferred. Some equipment purchases have been budgeted for during the first year of operation. The program will otherwise be supported by student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$157,607	\$157,607	\$157,607
Administrator Costs	-	-	-
Other Personnel costs (support staff)	\$20,000	\$20,000	\$20,000
Equipment Costs	\$73,088	-	-
Library/LRC Costs	-	-	-
Facility Costs	-	-	-
Other	-	-	-
TOTAL NEW COSTS	\$250,695	\$177,607	\$177,607

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-Time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	2	0	0	0	0	0
Existing Faculty	0	0	2	0	2	0

South Suburban College
Emergency Medical Services-Paramedic Associate of Applied Science degree (A.A.S.)
(60 credit hours)

Program Purpose: This program will prepare individuals for entry-level employment, and advancement opportunities, in the field of emergency medical services as a paramedic.

Catalog Description: The Associate of Applied Science (A.A.S.) in Emergency Medical Services program trains students in basic emergency care, intubation and how to administer medications. This degree requires two years of full-time study to complete. Programs combine classroom work with extensive hands-on training in ambulances and hospital emergency departments. Students earn emergency medical technician (EMT) certification and graduates will qualify to take the paramedic certification examination.

Curricular Information: The curriculum consists of 16 credit hours of required general education coursework and 44 credit hours of required career and technical education coursework. The career and technical component includes instruction in introductory through advanced levels of emergency medical services, emergency medical trauma, respiratory care, cardiovascular care, obstetrics and pediatrics, and a required work-based learning experience in emergency medical services. The curriculum will prepare students for required licensure as an Emergency Medical Technician-Paramedic (EMT-P) through the Illinois Department of Public Health (IDPH), and for optional National credential through the National Registry of Emergency Medical Technicians (NREMT). Assessment of student learning will be achieved through evaluation of the student’s performance during laboratory participation and the work-based learning experience by program faculty and the worksite supervisor.

The proposed degree also provides an educational ladder opportunity for students and graduates of the college's existing EMT-Basic Certificate and EMT-Paramedic Certificate.

Justification for Credit hours required: NA.

Accrediting Information: The curriculum was developed according to standards for program accreditation of the Commission on Accreditation of Allied Health Education Programs-Committee on Accreditation of Educational Programs for Emergency Medical Services Professions (CAAHEP-CoAEMSP).

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the need for a program in this field of study. According to the Illinois Department of Employment Security (IDES), growth in the employment of "emergency medical technicians & paramedics" are expected to increase by 9.6% statewide through the year 2026.

Table 1: Employer Partners

Employer	Location
Ingalls Memorial Hospital	Harvey, IL
University of Chicago Medical Center	Chicago, IL

Table 2: Projected Enrollments

EMT-Paramedic AAS degree	First Year	Second Year	Third Year
Full-Time Enrollments:	60	65	70
Part-Time Enrollments:	0	0	0
Completions:	55	64	68

Financial / Budgetary Information: The program requires two existing full-time, one existing part-time and one new part-time faculty the first year. Qualified faculty will hold an Bachelor's degree in Emergency Medical Services or closely related allied health field, hold current EMT-Paramedic or Registered Nurse licensure, have five years of directly related work experience, and two years teaching experience preferred. All facilities and equipment are currently in place support the program. Some supply purchases have been budgeted for during the first three years, otherwise resources will be shared with existing allied health programs. The program will be supported by student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$6,000	\$6,000	\$6,000
Administrator Costs	-	-	-
Other Personnel costs	-	-	-
Equipment Costs	-	-	-
Library/LRC Costs	-	-	-
Facility Costs	-	-	-
Other (general supplies)	\$10,000	\$10,000	\$10,000
TOTAL NEW COSTS	\$16,000	\$16,000	\$16,000

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-Time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	0	1	0	0	0	0
Existing Faculty	2	1	2	2	2	2

South Suburban College
Hospitality Management A.A.S. degree (61 credit hours)
Hospitality Management Certificate (34 credit hours)

Program Purpose: These programs will prepare individuals for entry-level employment, and advancement opportunities, in the field of hospitality management.

Catalog Description: Hospitality Management A.A.S. degree - The Hospitality Management Associate in Applied Science (AAS) program will prepare students for entry-level or promotional opportunities in the field of hospitality. The program will enhance the students' education level and represent the foundation for higher levels of academics. Courses have been designed to provide students with the fundamental information, principles, theories, and techniques related to hotel, events, and food service management necessary to work in the industry. Students gain an understanding of the structure and operations of the hospitality sector and related industries. Students will be introduced to real-world scenarios and case studies to enhance learning process; as well as, have an opportunity to conduct research and interviews of those who been successful within the industry.

Hospitality Management Certificate – The certificate in Hospitality Management will prepare students with some experience in the hospitality industry, including those with management experience, with the necessary skills to advance beyond supervisory positions. This program will go beyond the Basis Hospitality Management Certificate to offer business management and human resource management skills applicable for the hospitality industry.

Curricular Information: Hospitality Management A.A.S. degree - The curriculum includes 15 credit hours of required general education, and 47 credit hours of required career and technical education coursework. The career and technical component builds on the certificate curriculum to include additional general education, and career and technical education instruction in introductory hospitality and event planning, principles of marketing and management in hospitality, legal environment of business, supervisory and operations management, financial and managerial accounting, human relations in organizations, human resources management, front office operations, and a required hospitality management internship.

Hospitality Management Advanced Certificate – This curriculum includes nine (9) credit hours of general education coursework and 25 credit hours in required career and technical education coursework. Assessment of student learning will be achieved through evaluation of the student's performance during the work-based learning experience by program faculty and worksite supervisor. The proposed programs provide a continued educational ladder opportunity for students completing the College's recently approved Basic Hospitality Management Certificate program. Both curricula were developed according to the objectives set forth by the American Hotel & Lodging Association for supervisory and management positions, and ServSafe Food Handler standards. Both will prepare individuals for their Food Service Sanitation certification through the Illinois Department of Public Health (IDPH).

Accrediting Information: NA.

Justification for Credit hours required: The program was developed according to industry objectives and standards, and meets the recommendations of the program advisory committee for successful employment in local industry.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the interest in and the need for a degree program in this field of study. According to the Illinois Department of Employment Security (IDES), employment growth in related hospitality management occupation is expected to increase statewide between 4-12% through the year 2026.

Table 1: Employer Partners

Employer	Location
Wyndham Hotels & Resorts	Parsippany, NJ (Corp HQ) / Multiple Chicagoland Locations
Village of South Holland Economic Dev Group	South Holland, IL
Chicago Southland Chamber of Commerce	Homewood, IL
Chicago Southland Economic Development Corp	Hazel Crest, IL

Table 2: Projected Enrollments

Hospitality Mgt AAS degree	First Year	Second Year	Third Year
Full-Time Enrollments:	10	20	30
Part-Time Enrollments:	15	25	35
Completions:	-	5	15

Hospitality Mgt Certificate	First Year	Second Year	Third Year
Full-Time Enrollments:	10	20	30
Part-Time Enrollments:	15	25	35
Completions:	-	10	25

Financial / Budgetary Information: The programs will require two existing full-time, four existing part-time, and one new part-time faculty the first year. All facilities are adequately in place to support the program and will share existing resources with the related hospitality/culinary and management programs currently being offered. The programs will be supported fiscally through student tuition and fees.

Table 3: Financial Information (Combined)

	First Year	Second Year	Third Year
Faculty Costs	\$0	\$0	\$0
Administrator Costs	-	-	-
Other Personnel costs	-	-	-
Equipment Costs	-	-	-
Library/LRC Costs	-	-	-
Facility Costs*	-	-	-
Other	-	-	-
TOTAL NEW COSTS	\$0	\$0	\$0

Table 4: Faculty Requirements (Combined)

	First Year		Second Year		Third Year	
	Full-time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	0	1	0	1	0	1
Existing Faculty	2	4	2	5	2	6

Item #9.2
June 12, 2020

Illinois Community College Board

NEW UNITS OF INSTRUCTION
Temporary Approval

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

Southwestern Illinois College

- Brewing Science & Operations Associate in Applied Science (A.A.S.) degree (60 credit hours)

BACKGROUND

Southwestern Illinois College **Brewing Science & Operations A.A.S. degree (60 credit hours)**

Program Purpose: This program will prepare individuals for entry-level employment in small and commercial batch brewery operations as well as for self-employment.

Catalog Description: The Brewing Operations & Fermentation Science program prepares students for a variety of jobs in the expanding brewing and beverage industry. This program will provide foundational knowledge for brewery operations, production procedures, and basic quality assurance. In partnership with 4204 Main Street Brewing Company, students will have access to the latest equipment and technologies used in the industry today and receive hands-on training through courses, capstone, and internship programs. The Associate of Applied Science (A.A.S.) degree will allow students to focus on the science and business portions of the curriculum to prepare graduates for entrepreneurial opportunities.

Curricular Information: The curriculum includes 15 credit hours of required general education, and 36 credit hour of required career and technical education coursework, and nine (9) related technical electives. The career and technical component includes instruction in introductory brewing processes, principles of brewing science, introductory and advanced brewing science operations, biochemistry of brewing, brewing technology, introductory fermentation science, beers & wines of the world, legal topics in brewing, sensory analysis of beer, occupational health and safety awareness, fork lift truck safety, food service sanitation, a brewing science capstone project, and a brewing operations internship. Assessment of student learning will be achieved through evaluation of the student's performance on the comprehensive capstone project by program faculty, and during the student's participation in the internship by their worksite supervisor. The program will prepare students for ServSafe Food Service Sanitation certification through the Illinois Department of Public Health (IDPH), and for licensure as a Fork Lift Operator through the Occupational Health and Safety Administration (OSHA).

Accrediting Information: Accreditation is not required, however, the Master Brewers Association of the Americas (MBAA) recognizes two- and four-year programs that meet their recommended guidelines and learning outcomes. The college crafted the curriculum based on MBAA recommendations and will be able to apply for their program accreditation once granted ICCB approval.

Justification for Credit hours required: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the interest in and need for formalized training in this field in the college's district and surrounding area. The college worked closely with a local employer to develop curricula that would prepare individuals for entry-level employment, advancement, and entrepreneurial opportunities. As data specific to brewery operations is not currently collected by the Illinois Department of Employment Security (IDES), the college worked with local workforce development bodies to establish a warranted need for more workers trained for this field in the area. Those groups included the Madison County Employment & Training Office, St. Clair County Intergovernmental Economic Development Department, the Leadership Council of Southwestern Illinois, and the Southwestern Madison County Chamber of Commerce.

Table 1: Employer Partners

Employer	Location
4204 Main Street Brewing Company	Belleville, IL (two locations)

Table 2: Projected Enrollments

Brewing Science & Ops AAS degree	First Year	Second Year	Third Year
Full-Time Enrollments:	15	20	25
Part-Time Enrollments:	5	10	10
Completions:	-	6	15

Financial / Budgetary Information: The program will require two (2) new part-time faculty the first year.

Qualified faculty must hold at least a Bachelor’s degree in Chemistry or field related to fermentation science, have at least one year work experience in brewing operations or fermentation, and one year teaching experience is preferred. All facilities are adequately in place to support the program. Course content that requires a working laboratory-type environment will be provided in partnership with the local employer. The program will otherwise be supported fiscally through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$5500	\$5500	\$5500
Administrator Costs	0	0	0
Other Personnel costs	0	0	0
Equipment Costs	0	0	0
Library/LRC Costs	0	0	0
Facility Costs*	0	0	0
Other	0	0	0
TOTAL NEW COSTS	\$5500	\$5500	\$5500

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	0	1	0	0	0	0
Existing Faculty	0	0	0	1	0	1

Rationale for Temporary Approval: *Temporary approval of this program for a period of three years is requested to allow the college to monitor viability of the program and student progress.*

Item #10.1
June 12, 2020

UNAPPROVED

Minutes of the 439th
Meeting of the
Illinois Community College Board

Per Executive Order 20-07
(COVID-19 EXECUTIVE ORDER NO.5)
Conference Call
Number: 888-494-4032
Passcode: 6284014087

April 10, 2020

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the April 10, 2020 meeting as recorded.

Item #1 – Roll Call and Declaration of Quorum

Per the Governor's Executive Order 20-07 (COVID-19 EXECUTIVE ORDER NO.5) the Board meeting will be conducted by a conference call only. Chair Lopez called the Board meeting to order at 12:02 p.m. and asked Ann Knoedler to call roll. The following Board members were present on the call: Paige Ponder, Terry Bruce, Teresa Garate, Nick Kachiroubas, Suzanne Morris, Doug Mraz and Isabella Hernandez, Student Board member. A quorum was declared.

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

Dr. Lopez thanked and extended his appreciation of the Governor's Office leadership team for their guidance and support of higher education during this difficult time. He then recognized all the ICCB staff for hard work in keeping the agency running as well as providing important system level guidance during the transition to work from home status. He expressed his appreciation for the staff's ability to issue important guidance to the field to help protect students during this difficult and confusing time.

- Board member comments: The Board members also all thanked the ICCB staff for their hard work and dedication to being very responsive and helpful to the field during this difficult time.

Item #3 – Executive Director Report

Dr. Brian Durham began by stating the ICCB transitioned all employees to a remote working environment, in the best interest of the health, safety, and well-being of the employees and their families, through the duration of the Gubernatorial Disaster proclamation. With that being said, Dr. Durham thanked all the staff for their hard work in making this a smooth transition and working diligently while in work from home status.

ICCB staff is in constant communication with the IL Board of Higher Education, IL Student Assistance Commission, the colleges, and the Governor's Office with constant updates and requests for more information. The agency has also worked with all 48 community colleges and grant programs to assist them as they moved to alternative, remote, or online instruction during the period of the Gubernatorial Disaster Proclamation (expires April 30, 2020).

A big concern with the community college presidents was continuing to pay their employees while the working from home order was enforced. Agency staff worked with the Governor's Office to ensure that all part-time and full-time personnel across community colleges and grant programs continue to be paid through the Spring semester.

Dr. Durham communicated directly with community college presidents, holding five calls per week with separate geographically positioned groups of presidents to troubleshoot any issues or concerns they might encounter. This provided the opportunity for the groups to discuss any developing issues or concerns as they moved to alternative, remote, or online instruction, and facilitated conversations between them about their current circumstances. This also gave agency staff the chance to issue system level guidance on the impact of Governor Pritzker's "Stay at Home" Order and previous developments related to the COVID-19 pandemic as they progressed.

One of the most important conversations was the guidance the ICCB provided to the community college system on the implementation of the federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act).

The agency has also been involved in the following many efforts:

Surveys

- Created an ICCB online survey for submission of questions and concerns related to COVID-19, which are researched and answered then posted to a continuously updated Frequently Asked Questions section of the ICCB website.
- Collaborated with the COVID-19 Education Response Group to survey institutions to assist SEOC in discovering available resources to support first responders, healthcare services, or community emergency needs. Resources sought included spaces for temporary housing, food service, cleaning supplies and staffing, and lab technology.

Collaborated Efforts

- Communicated with legislators, alongside Illinois Board of Higher Education (IBHE) and Illinois Student Assistance Commission (ISAC), to answer questions and summarize higher education's response to the COVID-19 pandemic.
- Created an ICCB COVID-19 website to provide resources and guidance to the community colleges, adult education system, grantees, and other stakeholders. In addition to serving as a repository for guidance and recommendations issued by the ICCB, the website includes resources from state and federal agencies.
- Collaborated on the development of a map (in progress) of available drive-up WI-FI hotspots at schools, colleges, extension sites, and libraries across the state.
- Drafted, with IBHE, guidance about the implementation of dual credit for K-12 students in the higher education system, ensuring that a "do no harm" approach is adopted by colleges and that students are afforded every protection possible to protect their academic standing, consistent with the statutory authority afforded through the Dual Credit Quality Act.
- Drafted, with IBHE, and the Illinois Articulation Initiative (IAI) guidance on Pass – Fail grading and a companion legislative proposal, as well as Guidance on Advanced Placement and International Baccalaureate Scores for Spring 2020, to protect community college student transfer opportunities in the future.

Adult Education

- Suspended all Adult Education and Literacy instruction through March 31st, with a transition to online instruction beginning on April 1 and continuing during the period of the Gubernatorial Disaster Proclamation.
- Suspended High School Equivalency Testing until the end of the Gubernatorial Disaster Proclamation.

- Suspended 45% instructional generation requirements for Adult Education to provide maximum flexibility to programs in responding to the pandemic.
- Extended the timeline for an Adult Education competitive process (with permission from USDOE) for one year, to provide some certainty to programs as they respond to the currently fluid conditions all providers are facing.
- Allocated funds to make Federal Basic Adult Education funding available to support currently funded programs in their transition to alternative, remote or online learning during spring 2020. Applications are due no later than Monday, April 15, 2020.

Reporting

- Extended reporting of April / May reports for our over 200 grants for 30 days in an effort to accommodate disruptions in the working conditions of grantees during the pandemic.

Item #4 – Perkins V State Plan

The final plan was brought to the Board for review during the January 24, 2020 Board meeting. Prior to that, the Governor’s Office also reviewed and approved the plan. The final plan will be presented to the Department of Education on April 15, 2020.

Suzanne Morris made a motion, which was seconded by Nick Kachiroubas, to approve the following item:

The Illinois Community College Board hereby approves the Illinois State Plan for Strengthening Career and Technical Education for the 21st Century Act (Perkins V) and authorizes staff, in collaboration with the Illinois State Board of Education, to submit the plan to Governor’s Office for signature and submittal to the Department of Education by April 15, 2020.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Yea
Teresa Garate	Yea	Paige Ponder	Yea
Nick Kachiroubas	Yea	Isabella Hernandez	Yea
Doug Mraz	Yea	Lazaro Lopez	Yea

The motion was approved. Student advisory vote: Yes.

Item #5 – New Units of Instruction

Item #5.1 – Frontier Community College, Kennedy-King College, Lake Land College, McHenry County College, Morton College, Olive-Harvey College, Olney Central College, South Suburban College

There was a question on whether the certificates being approved aligned with the degree. The answer is yes and it is part of the program approval process to make sure the certificates do align with the degree.

Nick Kachiroubas made a motion, which was seconded by Doug Mraz, to approve the following items:

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

PERMANENT PROGRAM APPROVAL

Frontier Community College

- Medical Laboratory Technician Associate in Applied Science (A.A.S.) degree (69 credit hours)

Kennedy-King College

- Cybersecurity A.A.S. degree (60 credit hours)
- Cybersecurity Advanced Certificate (30 credit hours)

Lake Land College

- Automotive Mechanics A.A.S. degree (63.5 credit hours)
- Automotive Mechanics Certificate (47.5 credit hours)

McHenry County College

- Hospitality Marketing Specialist Certificate (36 credit hours)
- Assistant Restaurant Manager Certificate (30 credit hours)

Morton College

- Advanced Welding Certificate (37 credit hours)

Olive-Harvey College

- Cybersecurity A.A.S. degree (60 credit hours)
- Cybersecurity Advanced Certificate (30 credit hours)

Olney-Central College

- Unmanned Aerial Technology A.A.S. degree (60 credit hours)
- Welding and Fabrication A.A.S. degree (60 credit hours)

South Suburban College

- Barbering A.A.S. degree (65 credit hours)
- Barbering Technician Certificate (50 credit hours)

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Yea
Teresa Garate	Yea	Paige Ponder	Yea
Nick Kachiroubas	Yea	Isabella Hernandez	Yea
Doug Mraz	Yea	Lazaro Lopez	Yea

The motion was approved. Student advisory vote: Yes.

Item #6 – Recognition of Illinois Community Colleges

Item #6.1 – John A. Logan College, McHenry County College, Kishwaukee College, Illinois Central College

Sue Morris questioned if there was a requirement ICCB reviewed regarding general online / remote learning. Dr. Durham responded he would need to look into this and these questions would also need to be included in the program approval process.

Teresa Garate made a motion, which was seconded by Terry Bruce, to approve the following item:

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

John A. Logan College
McHenry County College
Kishwaukee College
Illinois Central College

Item #10.1
June 12, 2020

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Yea
Teresa Garate	Yea	Paige Ponder	Yea
Nick Kachiroubas	Yea	Isabella Hernandez	Yea
Doug Mraz	Yea	Lazaro Lopez	Yea

The motion was approved. Student advisory vote: Yes.

Item #7 – Adoption of Minutes

Item #7.1 – Minutes of the January 24, 2020 Board Meeting

Doug Mraz made a motion, which was seconded by Paige Ponder, to approve the following item:

The Illinois Community College Board hereby approves the Board minutes of the January 24, 2020 meeting as recorded.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Abstain
Teresa Garate	Yea	Paige Ponder	Yea
Nick Kachiroubas	Yea	Isabella Hernandez	Yea
Doug Mraz	Yea	Lazaro Lopez	Yea

The motion was approved. Suzanne Morris abstained. Student advisory vote: Yes.

Item #8 – Approval of Confidentiality of Executive Session Minutes

Nick Kachiroubas made a motion, which was seconded by Suzanne Morris, to approve the following item:

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 are to remain confidential. All other Executive Session Minutes are available for public inspection.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Yea
Teresa Garate	Yea	Paige Ponder	Yea
Nick Kachiroubas	Yea	Isabella Hernandez	Yea
Doug Mraz	Yea	Lazaro Lopez	Yea

The motion was approved. Student advisory vote: Yes.

Item #9 – Information Items

There was no discussion.

Item #9.1 - Fiscal Year 2020 Financial Statements

Item #9.2 - Adult Education and Literacy Report to the Governor and General Assembly

Item #9.3 - Workforce Innovation and Opportunities Act Illinois State Unified Plan

Item #9.4 - Basic Certificate Program Approval Approved on Behalf of the Board by the Executive Director

Item #9.5 - 2019 ICCB Annual Enrollment and Completions Report

Item #9.6 - Proposed Amendments to the Illinois Community College Board Administrative Rules

Item #9.6a - Capitol Projects

Item #10 - Other Business

There was no other business.

Item #11 - Public Comment

There was no public comment.

Item #12 - Executive Session

The Board did not go in to Executive Session.

Item #12.1 - Employment/Appointments Matters

Item #12.2 - Review of Executive Session Minutes

Item #13 - Executive Session Recommendations

There were no recommendations.

Item #13.1 - Employment/Appointments Matters

Item #13.2 - Review of Executive Session Minutes

Item #14 - Adjournment

Paige Ponder made a motion, which was seconded by Teresa Garate, to adjourn the Board meeting at 1:02 p.m.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Yea
Teresa Garate	Yea	Paige Ponder	Yea
Nick Kachiroubas	Yea	Isabella Hernandez	Yea
Doug Mraz	Yea	Lazaro Lopez	Yea

The motion was approved. Student advisory vote: Yes.

Agenda Item #11.1
June 12, 2020

Illinois Community College Board

REVISION OF THE CALENDAR YEAR 2020 BOARD MEETING DATES AND LOCATIONS

The Illinois Community College Board is requested to approve the Board meeting dates and locations for calendar year 2020:

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Revised Calendar Year 2020 Board Meeting Dates and Locations listed below:

Calendar Year 2020 Board Meeting Dates and Locations

January 24

9:00 a.m. – Harry L. Crisp II Community College Center, Springfield

~~**March 20**~~

~~9:00 a.m. – Waubensee Community College, Sugar Grove~~

April 10

12:00 p.m. – Per Executive Order 20-07 (COVID-19 EXECUTIVE ORDER NO.5) Held via Conference Call, Number: 888-494-4032 / Passcode: 6284014087

June 5*

9:00 a.m. – ~~Chicago Marriott Downtown Mag Mile, Chicago~~ **ICCTA Convention Cancelled**
Harry L. Crisp II Community College Center, Second Floor Conference Room, 401 East Capitol Avenue, Springfield, IL, AND Forest View Administration Center, District 214 Central Office, Forest View Room, 2121 South Goebbert Road, Arlington Heights, IL via Zoom

July

Subject to Call

August - Board Retreat

TBD

~~***September 18 10***~~

~~9:00 a.m. – East Saint Louis Higher Education Center, East Saint Louis~~ **ICCTA Convention in Springfield / Harry L. Crisp II Community College Center, Springfield, IL**

December 4

9:00 a.m. – Harry L. Crisp II Community College Center, Springfield

*June Board meeting is held in conjunction with the ICCTA and Presidents' Council meetings.

Illinois Community College Board

REVISION OF THE CALENDAR YEAR 2021 BOARD MEETING DATES AND LOCATIONS

The Illinois Community College Board is requested to approve the Board meeting dates and locations for each calendar year:

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Calendar Year 2021 Board Meeting Dates and Locations listed below:

Calendar Year 2021 Board Meeting Dates and Locations

January 15

9:00 a.m. – Harry L. Crisp II Community College Center, Springfield

March 26

9:00 a.m. – Waubensee Community College, Sugar Grove

June 4*

9:00 a.m. – TBD – In conjunction with ICCTA Convention

July

Subject to Call

August - Board Retreat

TBD –

September 17

9:00 a.m. – East Saint Louis Higher Education Center, East Saint Louis

December 3

9:00 a.m. – Harry L. Crisp II Community College Center, Springfield

*June Board meeting is held in conjunction with the ICCTA and Presidents' Council meetings.

Agenda Item #11.3
June 12, 2020

Illinois Community College Board

**AUTHORIZATION TO ENTER INTO INTERAGENCY
CONTRACTS/AGREEMENTS**

Each fiscal year the ICCB enters into interagency contracts and agreements for the benefit of the community college system.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby authorizes its Executive Director, in concurrence with the ICCB Chair, to enter into interagency contracts/agreements, as needed for fiscal year 2021.

Agenda Item #11.3
June 12, 2020

BACKGROUND

Each fiscal year, the ICCB enters into interagency contracts, memorandums of understanding, and grant agreements for the benefit of the community college system. Examples of annual contracts include Adult Education with the U. S Department of Education, Career and Technical Education agreement with the Illinois State Board of Education, and data sharing agreements with the Illinois Department of Employment Security or the Illinois Student Assistance Commission.

Since several of the fiscal year 2020 grants and contracts will be negotiated during June, July, and August, this authorization will allow the Executive Director to execute agreements with concurrence of the Board Chair as they are finalized.

Agenda Item #11.4
June 12, 2020

Illinois Community College Board

**AUTHORIZATION TO TRANSFER FUNDS
AMONG LINE ITEMS**

Each year, the Executive Director seeks ICCB authorization to transfer funds among appropriated line items, as may be necessary.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby authorizes its Executive Director to transfer funds among fiscal year 2021 appropriated operating line items, as needed.

Agenda Item #11.4
June 12, 2020

BACKGROUND

The State Finance Act allows state agencies, with approval of the Governor's Office of Management and Budget, to transfer among appropriated line items, within the same fund. This authorization will allow the Executive Director to transfer funds among the operating lines in the General Revenue Fund. This is the only flexibility the General Assembly allows in an appropriated budget. The annual Budget Implementation bill sets the percentage that will be allowed in the next fiscal year. In fiscal year 2019 the rate was four percent. Transfers exceeding the set percent or lines other than agency operations must have General Assembly approval before the funds can be transferred and expended.

Illinois Community College Board

AUTHORIZATION TO ENTER INTO CONTRACTS FOR OFFICE OPERATIONS

ICCB policy requires contracts over \$20,000 to be approved by the Board. Contracts under \$20,000 require the Executive Director to notify the Board Chair before execution, and those under \$5,000 require no Board approval or notification. At the beginning of each fiscal year, all known contracts are presented to the Board for approval.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board approves the following Fiscal Year 2021 contractual agreements:

<u>Funding Source</u>	<u>Contractor</u>	<u>Estimated Amount*</u>	<u>Contract Period</u>	<u>Description</u>
All funds /allocated	IL Community College System Foundation	\$569,507	7/1/20 - 6/30/21	Rental of Office Space
GED/GRF	Turn-Key Solutions International, Inc.	\$187,155	7/1/20 - 6/30/21	Sole Source Provider: High School Equivalency Testing Data submission to feds
Adult Ed /Federal	Turn-Key Solutions International, Inc.	\$22,200	7/01/20 – 6/30/21	Sole Source Provider: Data submission to feds
GRF	Sorling, Northrup, Hanna, Cullen & Cochran Ltd.	\$250/hr	7/1/2020 - 6/30/2021	Legal, as needed

* Amounts are estimated based on the Fiscal Year 2020 appropriation or obligations. Amounts may vary from the estimate. Any contract that exceeds 10 percent of the estimate will be brought back to the Board for approval.

Illinois Community College Board

FISCAL YEAR 2020 FINANCIAL STATEMENTS

Illinois Community College Board			
FISCAL YEAR 2020 APPROPRIATION SUMMARY REPORT			
July 1, 2019 - May 31, 2020			
	FY 2020	Year -to-Date	%
	Appropriation	Expenditures	Expended
STATE GENERAL FUNDS*			
GENERAL REVENUE FUND			
GRANTS TO COLLEGES AND PROVIDERS	\$ 48,460,000	\$ 41,603,290	85.9%
ADULT EDUCATION	33,887,700	29,829,334	88.0%
GED TESTING PROGRAM	1,148,000	475,448	41.4%
CAREER & TECH EDUCATION	18,069,400	17,354,815	96.0%
OFFICE ADMINISTRATION	2,083,900	1,740,214	83.5%
TOTAL	\$ 103,649,000	\$ 91,003,100	87.8%
EDUCATION ASSISTANCE FUND			
GRANTS TO COLLEGES AND PROVIDERS	\$ 145,574,100	\$ 129,375,333	88.9%
TOTAL	\$ 145,574,100	\$ 129,375,333	88.9%
SPECIAL STATE FUNDS *			
CONTRACTS AND GRANTS FUND	\$ 10,000,000	\$ 83,918	0.8%
GED TESTING FUND	100,000	60,508	60.5%
ICCB RESEARCH & TECHNOLOGY FUND	100,000	-	0.0%
PERSONAL PROPERTY REPLACEMENT TAX FUND	105,570,000	105,570,000	100.0%
TOTAL	\$ 115,770,000	\$ 105,714,426	91.3%
FEDERAL FUNDS*			
FEDERAL ADULT EDUCATION FUND	\$ 26,956,544	\$ 12,058,289	44.7%
FEDERAL CAREER & TECH ED FUND	21,460,692	8,977,735	41.8%
ICCB FEDERAL TRUST FUND	525,000	72,924	13.9%
TOTAL	\$ 48,942,236	\$ 21,108,948	43.1%
GRAND TOTAL, ALL FUNDS	\$ 413,935,336	\$ 347,201,806	83.9%
* See detail on following pages			

Illinois Community College Board			
FISCAL YEAR 2020 APPROPRIATION SUMMARY REPORT			
State General Funds			
July 1, 2019 - May 31, 2020			
	FY 2020	Year-to-Date	%
	Appropriation	Expenditures	Expended
<u>GENERAL REVENUE FUND</u>			
GRANTS TO COLLEGES AND PROVIDERS			
City Colleges of Chicago	\$ 13,265,400	\$ 12,159,950	91.7%
P-20 Council Support	150,000	150,000	100.0%
East St. Louis Educational Center	1,457,900	343,952	23.6%
Illinois Veterans Grant	4,264,400	-	0.0%
IL. Longitudinal Data System	560,300	418,223	74.6%
Lincoln's Challenge Program	60,200	14,852	24.7%
Performance Grants	359,000	358,990	100.0%
Small College	548,400	548,386	100.0%
Alternative Schools Student Re-enrollment	3,000,000	3,000,000	100.0%
Transitional Math and English Development	1,000,000	965,000	96.5%
Bridge and Transition	23,794,400	23,643,937	99.4%
TOTAL	\$ 48,460,000	\$ 41,603,290	85.9%
OFFICE ADMINISTRATION			
TOTAL	\$ 2,083,900	\$ 1,740,214	83.5%
ADULT EDUCATION			
Adult Education Basic Grants	\$ 22,651,000	\$ 20,070,906	88.6%
Adult Education Performance Grants	11,236,700	9,758,428	86.8%
TOTAL	\$ 33,887,700	\$ 29,829,334	88.02%
GED TESTING PROGRAM			
TOTAL	\$ 1,148,000	\$ 475,448	41.4%
CAREER & TECHNICAL EDUCATION			
CTE LPN RN	500,000	375,000	75.0%
CTE Administration	575,000	293,709	51.1%
CTE Formula	15,400,000	15,400,000	100.0%
CTE Early School Leavers Grants	615,000	600,000	97.6%
CTE Early School Leavers Administration	84,950	15,268	18.0%
CTE Corrections	894,450	670,838	75.0%
TOTAL	\$ 18,069,400	\$ 17,354,815	96.0%
<u>EDUCATION ASSISTANCE FUND</u>			
GRANTS TO COLLEGES AND PROVIDERS			
Base Operating	\$ 74,370,200	\$ 64,105,094	86.2%
Equalization	71,203,900	65,270,240	91.7%
TOTAL	\$ 145,574,100	\$ 129,375,333	88.9%
GRAND TOTAL	\$ 249,223,100	\$ 220,378,433	88.4%
* Expenditures from these funds cannot exceed receipts.			

Illinois Community College Board			
FISCAL YEAR 2020 APPROPRIATION SUMMARY REPORT			
Special State Funds			
July 1, 2019 - May 31, 2020			
<u>SPECIAL STATE FUNDS*</u>			
	FY 2020 Appropriation	Year-to-Date Expenditures	% Expended
CONTRACTS AND GRANTS FUND	\$ 10,000,000	\$ 83,918	0.8%
GRANTS			
Bridging the Gap		-	
NGA		3,287	
NGA - early care		326	
ILCCO		10,000	
Research Foundation of CUNY		-	
Advance CTE		36,021	
Apprenticeship Grant		31,525	
TOTAL		\$ 81,159	0.8%
ADMINISTRATION			
Bridging the Gap		-	
NGA		510	
NGA - early care		-	
ILCCO		1,558	
Research Foundation of CUNY		-	
Advance CTE		692	
TOTAL		\$ 2,759	0.0%
GED TESTING FUND	\$ 100,000	\$ 60,508	60.5%
ICCB RESEARCH & TECHNOLOGY FUND	\$ 100,000	\$ -	0.0%
PERSONAL PROPERTY REPLACEMENT TAX FUND	\$ 105,570,000	\$ 105,570,000	100.0%
GRAND TOTAL, SPECIAL FUNDS	\$ 115,770,000	\$ 105,798,344	91.4%
<i>* Expenditures from these funds cannot exceed receipts.</i>			

Agenda Item #12.1
June 12, 2020

Illinois Community College Board					
FISCAL YEAR 2020 APPROPRIATION SUMMARY REPORT					
Federal Funds					
July 1, 2019 - May 31, 2020					
FEDERAL FUNDS*					
	FY 2020		Year-to-Date	%	
	Appropriation	Carryover/Transfer **	Expenditures	Expended	Available balance
FEDERAL ADULT EDUCATION FUND					
GRANTS TO PROVIDERS					
Federal Basic	\$ 15,241,712	\$ 3,145,640	\$ 8,785,496	57.6%	\$9,601,855
Federal Basic Leadership	2,209,350	518,040	1,385,419	62.7%	\$ 1,341,971
EL Civics Grants	2,618,314	1,806,276	1,145,679	43.8%	\$3,278,911
	\$ 20,069,376	\$ 5,469,956	\$ 11,316,595	56.4%	
ADMINISTRATION					
Federal Basic	\$ 923,740	\$ 117,860	\$ 631,859	68.4%	\$ 409,741
EL Civics	137,806	137,806	5,153	3.7%	\$ 270,459
Leadership	100,000	-	104,682	104.7%	\$ (4,682)
	\$ 1,161,546	\$ 255,666	\$ 741,694	63.9%	
TOTAL	\$ 21,230,922	\$ 5,725,622	\$ 12,058,289	56.8%	
FEDERAL CAREER AND TECHNICAL EDUCATION FUND					
GRANTS					
Perkins Program Grants	\$ 14,371,919	\$ 1,318,746	\$ 7,869,016	54.8%	
Perkins Leadership	1,550,073	1,460,000	876,262	56.5%	
Perkins Corrections	254,929	98,091	-	0.0%	
Reserve	834,327	475,000	-	0.0%	
	\$ 17,011,248	\$3,351,836.70	\$ 8,745,279	51.4%	
ADMINISTRATION					
CTE Federal	\$ 894,485	\$ 203,122	\$ 232,456	26.0%	
TOTAL	\$ 17,905,733	\$ 3,554,959	\$ 8,977,735	50.1%	
ICCB FEDERAL TRUST FUND					
ADMINISTRATION					
	\$ 525,000	\$ -	\$ 72,924	13.9%	
TOTAL	\$ 525,000	\$ -	\$ 72,924	13.9%	
GRAND TOTAL, FEDERAL FUNDS					
	\$ 39,661,655	\$ 9,280,581	\$ 21,108,948	53.2%	
* Expenditures from these funds cannot exceed receipts.					
** Carryover/Transfer amounts are in process of calculation based on FY19 expenditures and will be finalized next month.					

Illinois Community College Board

FISCAL YEAR 2019 DUAL CREDIT REPORT

Dual credit is an instructional arrangement where an academically qualified high school student enrolls in a college-level course and, upon successful course completion, concurrently earns both college credit and high school credit. The Illinois Community College System recorded a total of 64,106 high school students enrolled in dual credit courses during fiscal year 2019. Currently, all Illinois community colleges offer dual credit courses. Annual dual credit enrollments increased 8.6 percent compared to the previous year (N = 59,039) and 24.0 percent compared to five years ago (N = 51,718). Among Illinois' 48 colleges, 22 colleges reported more than 1,000 dual credit enrollments in fiscal year 2019. College of DuPage reported the most dual credit enrollments (N = 5,771), followed by Joliet Junior College (N = 4,560) and Harper College (N = 3,915).

The Fiscal Year 2019 Dual Credit Report is located at: https://www.iccb.org/iccb/wp-content/pdfs/reports/2019_Dual_Credit_Report.pdf

Illinois Community College Board

SENATE JOINT RESOLUTION 41 REPORT

The Illinois Community College Board (ICCB) and the Illinois Board of Higher Education (IBHE) submitted *the Inventory of Developmental Education in Public Community Colleges and Universities in Illinois Report* on March 31, 2020 to the Illinois Governor and Legislature in compliance with Senate Joint Resolution (SJR) 41 (adopted in spring of 2019).

An SJR 41 Advisory Council is convening throughout 2019-20 for the purposes of reviewing and scaling effective developmental education practices. The Advisory Council provided feedback and guidance as part of the *Inventory of Developmental Education in Public Community Colleges and Universities in Illinois Report*. The report includes:

- (1) An inventory of all instructional models and developmental course sequences employed by Illinois' public colleges and universities for students placed into developmental education or otherwise determined to need additional skills development in math or English;
- (2) An analysis of all instructional models employed by Illinois' public colleges and universities for students placed into developmental education or otherwise determined to need additional skills development in math or English, including, at a minimum, the number and percentage of students completing gateway courses within their first two semesters under each model; and
- (3) An inventory and analysis of developmental education placement practices and policies (including cut off scores) employed at all public colleges and universities.

The statewide inventory report will be used by the SJR 41 Advisory Council to develop an implementation plan for public higher education by July 1, 2020. Entering this information on developmental education into the public record is important to providing a baseline of knowledge for this current work and to future efforts to continuously improve public higher education in ways that benefit all residents of Illinois.

Illinois Community College Board

**BASIC CERTIFICATE PROGRAM APPROVAL APPROVED ON BEHALF
OF THE EXECUTIVE DIRECTOR**

Following is a list of Basic Certificates (less than 29 credit hours) that have been approved on behalf of the Illinois Community College Board by the Executive Director since the last Board meeting:

Permanent Approval

College of DuPage

- Creative Writing Certificate (14 credit hours)

Harper College

- Dietetic Internship Certificate (24 credit hours)

South Suburban College

- Basic Hospitality Management Certificate (18 credit hours)

Temporary Program Approval

Southwestern Illinois College

- Brewing Operations Certificate (28 credit hours)

Illinois Community College Board

EXECUTIVE SESSION

ONLY to be read if entering into executive session.

Mr. Chair reads:

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

A Board member will then read the following motion:

(All reasons for entering Executive Session must be clearly stated during the reading of the motion)

I move to enter Executive Session for the purpose of **Employment/Appointment Matters** which qualify as acceptable exceptions under Section 2(c) of the Open Meetings Act to hold a closed session.

Mr. Chair asks for roll call vote and Executive Secretary conducts a roll call vote.