

Agenda Item #9.1
November 21, 2014

APPROVED

Minutes of the 409th
Meeting of the
Illinois Community College Board
Kishwaukee College
Room A-1222
21193 Malta Road
Malta, IL

September 19, 2014

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the September 19, 2014 meeting as recorded.

Item #1 – Roll Call and Declaration of Quorum

Chairman Alexi Giannoulis called the Board meeting to order at 9:12 a.m. and asked Ann Knoedler to call roll. The following Board members were present: Randy Barnette, Terry Bruce, Michael Dorf, Jonathan Jackson, Suzanne Morris, Thomas Pulver, Rudy Valdez, and Martin Nall. A quorum was declared. Board members Guy Alongi, Teresa Garate, and Jake Rendleman were absent.

Item #2 – Announcements and Remarks by Alexi Giannoulis, Board Chairman

Chairman Giannoulis welcomed new Board member Rudy Valdez.

Chairman Giannoulis thanked Kishwaukee College and President Thomas Choice for hosting the ICCB September meeting.

Item #3 – Welcoming Remarks from Dr. Thomas Choice, President of Kishwaukee College

Dr. Choice welcomed the ICCB Board members and staff. He went on to introduce a few of the Kishwaukee College Board of Trustees members who were in the audience.

Dr. Choice pointed out a few changes that have been made to the Kishwaukee College campus within the last ten to twelve years.

Kishwaukee College students perform extremely well as they consistently surpass the state average for pass rates. Including 100 percent pass rates last year in the emergency medical technician, therapeutic message, nursing LPN, and mobile air conditioning programs. Kishwaukee's graduates consistently outperform native students at the universities to which they transfer after completing their general education preparation at Kishwaukee.

Recently, Kishwaukee College was recognized as one of the top 25 community colleges in Illinois.

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This past spring, Kishwaukee was selected as one of the 150 community colleges nationwide that were eligible to apply for the third million dollar Aspen Prize for Community College Excellence.

Item #3.1 – Highlights of Kishwaukee College’s Success in Partnerships

All in all, Kishwaukee College recognizes that they could not have experienced all the success they have had without working closely with their many partners.

Dr. Choice stated the college works very closely with their secondary school partners within the district. Dual credit courses are offered at a number of the local high schools to qualifying high school juniors and seniors. Kishwaukee College has recently expanded with Sycamore High School to offer a program called “Kish on campus,” which enables qualifying high school seniors to earn as much as 22 college credits prior to graduation in their senior year. Several other high schools have expressed interest.

Kishwaukee College also has what is called the Engineering, Math and Science Academy. The Academy is the perfect opportunity for students interested in engineering, science and math fields to earn up to 28 hours of college credit for their intended major.

Kishwaukee College works closely with Northern Illinois University (NIU) and the University of Illinois (U of I) at Champaign-Urbana to ensure a smooth transition for transfer students.

The college has been working with their education partners to enhance the number of high school graduates who come to Kishwaukee college-ready.

In October, Kishwaukee College will be hosting an Education Summit with invitations to Board members, administrators, teachers, counselors, partners at NIU, legislators, and a number of others throughout the district. Dr. Chris Koch, Illinois State Superintendent, will be speaking on the benefits on the common core initiative.

Kishwaukee College works with local business and industry partners to help them meet their needs and keep their businesses competitive.

Chairman Giannoulis asked what are some of the changes the President has seen develop at the college within the last few years. Dr. Choice stated they continue to see a large number of high school graduates that are not college-ready. Solutions for this issue are being discussed. Funding is ever-changing and a struggle. Demographics have changed within the college.

Sue Morris complimented the college on their Dual Credit program and stated Kishwaukee College is a role model for the rest of the community colleges.

Item #4 – Board Members Comments

The Board welcomed new member Rudy Valdez.

Randy Barnette visited College of DuPage’s campus recently. He commented on how amazing the Homeland Security building and program is the college has in place. He also visited Elgin Community College and commented on their wonderful police and fire training programs.

Item #5 – Acknowledgments

Item #5.1 – Mr. David Seiler, outgoing President for the Illinois Community College Faculty Association

Chairman Giannoulis presented Mr. David Seiler, outgoing President, Illinois Community College Faculty Association, with a certificate of recognition for his service to the Board.

Item #6 – Executive Director Report

Dr. Karen Anderson started by welcoming new member Rudy Valdez to the Board. She also thanked Dr. Choice for all his hard work and for hosting the ICCB meeting.

D. Anderson introduced the newest staff member of the ICCB, Matt Berry, Legislative and External Affairs Liaison.

The ICCB has been involved with the Federal Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant Program. There have been four rounds of these Federal Grants awarded to Illinois. Illinois received two grants in round one, three grants in round two, and three grants in round three. Round four was due in early July with eight grants submitted from Illinois with six of those grants being led by community colleges.

Over the months of June and July, the community college system took on the responsibility of helping the closing Corinthian College students. The ICCB is currently still waiting on guidance from the federal government on how to more aggressively help these students. So far, five community colleges have taken in former Corinthian College students to finish out their degrees.

During the summer, Dr. Anderson attended a meeting at the White House focusing on improved outcomes for remedial education. Dr. Anderson shared some of the ICCB's ideas with the group. Illinois will continue to work on these efforts. There will be a follow-up meeting at the White House in early December.

ICCB is currently working on the following issues and projects:

- Workforce Strategic Plan
- Economic Impact Study
- Remediation
- State Career Pathways work
- National Governor's Association Grant
- 50th Anniversary for the system in 2015

Dr. Anderson concluded her report by announcing that next week is the Adult Education and Family Literacy week. There will be many activities taking place throughout the state. Also, ICCB is hosting a national conference on dual credit, National Alliance of Concurrent Enrollment Partnerships (NACEP) Conference, in Chicago at the end of October.

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Chairman Giannoulis stated that Item #7 – Economic Impact Study Presentation will now come after the Advisory Organizations and committee reports.

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Item #7 – Advisory Organizations

Item #7.1 – Illinois Community College Faculty Association (ICCFA)

David Seiler stated the Faculty Association Conference will be held on October 23 and 24. The ICCB staff and Board members are welcome to attend. During the conference, about five to six student scholarships will be awarded and faculty grant winners will be presented.

The ICCFA is in need of more volunteers to participate.

Mr. Seiler concluded his remarks by expressing his gratitude to the Board for the experience of being the head of the ICCFA for the past couple of years.

Chairman Giannoulas expressed his gratitude for Mr. Seiler's hard and dedicated work.

Item #7.2 – Illinois Council of Community College Presidents (ICCCP)

Dr. Tom Choice stated that during the last ICCCP meeting, the presidents focused on the following areas:

- MAP Grant funding – advising and reporting requirements
- Reimbursement of Illinois Veterans Grants
- Common Core and Partnership for Assessment of Readiness for College and Careers (PARCC) Initiatives
- Exploring opportunities in helping adults pursue their education, particular working adults
- Offering Baccalaureate degrees through Illinois community colleges

The ICCCP will meet a few weeks from now, in the beginning of October, for their retreat. More in-depth discussions will take place on offering the baccalaureate degrees, fundraising at the community colleges, and offering professional development.

The ICCCP is losing about four to five seasoned college presidents in the upcoming months.

Item #7.3 – Student Advisory Council (SAC)

Martin Nall stated the council met last weekend in Bloomington. The meeting had 59 students in attendance. During the meeting, the students elected their officers and subcommittee chairs for the year. The committees met for the first time and discussed planning for the upcoming year. There was a lot of discussion on the issues the colleges are facing on a local level: textbook issues, mental health awareness, and the needs of undocumented students.

Item #7.4 – Illinois Community College Trustees Association (ICCTA)

Bill Kelley, ICCTA President, gave the report in place of Mike Monaghan. Mr. Kelley stated the ICCTA's first meeting of the year was held last weekend, which Board member Randy Barnette attended. The trustees received an update on the Economic Impact Study during the meeting. Discussions took place on two key initiatives:

- Identifying best practices to bring down textbook costs for students
- Working closely with the ICCCP in moving forward with the Baccalaureate Degrees Task Force

During the Association of Community College Trustees (ACCT) Congress being held in Chicago at the end of October, all former trustees who have passed away will be honored. There are three former ICCB Board members who will be honored.

Mr. Kelley concluded his report by stating the association will continue to have discussions on Veterans Grants and MAP Grants.

Item #8 - Committee Reports

Item #8.1 - Fiscal, Personnel, Ethics and Conflict of Interest

Suzanne Morris stated the committee met this morning with Rudy Valdez, Terry Bruce, Thomas Pulver, Ellen Andres, ICCB Chief Financial Officer, in attendance.

There were handouts distributed to the Board for their review. The committee discussed personnel and fiscal matters.

Item #8.1a - Changes to the Employee Guidebook

Suzanne Morris made a motion, which was seconded by Terry Bruce, to approve the following motion:

The Illinois Community College Board hereby approves the adoption of the ICCB Employee Guidebook dated September 2014.

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

Item #8.1b - Authorization to Make Minor Changes to the Employee Guidebook

The Board is authorizing the Executive Director to make minor changes to the existing office policies as needed. New policies and substantive changes to existing policies will not require Board approval but will require Board notification.

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

The Illinois Community College Board hereby authorizes the Executive Director to make non substantive changes to the ICCB Employee Guidebook, as needed that will not require Board approval, but will require Board notification of changes.

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

The committee also wanted the Board to be aware of item #12.6 - Approval to Enter into Grant Agreements –Legislative Add-ons included in the consent agenda.

There was also a brief discussion on the payment schedule of the State of Illinois to the community colleges.

Item #8.2 - Adult Education and Workforce Development

Randy Barnette started by inviting the newest ICCB Board member, Rudy Valdez, to join the committee permanently.

The committee met this morning at 7:45 a.m. Discussions took place on the following subjects:

- Interagency Agency Agreement with the Illinois Department of Corrections
- Adult Education Probation Watch List – some have not met all of the federal performance standards

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- Workforce Strategic Plan Update
- Workforce Innovation Opportunities Act (WIOA) Update – July 14
- IL High School Equivalency Update- IL Equivalency Test Committee, looking at credentialing

Randy Barnette took this opportunity to make a statement on behalf of the External Affairs Committee, which did not meet. Mr. Barnette suggested ICCB staff member Matt Berry, Legislative Affairs Liaison, look into what steps the ICCB could go through in changing the program approval process with regards to the Illinois Board of Higher Education no longer being involved in the process for the community colleges and no longer having the authority to approve the Illinois Community College System’s programs. Mr. Berry agreed to review the possibility of this change and possibly writing the draft legislation to introduce to the General Assembly.

Item #9 – Economic Impact Study Presentation

Nathan Wilson, Senior Director for Research and Policy Studies, and Diana Robinson, Director for the Center for Governmental Studies at Northern Illinois University, gave a presentation on the soon-to-be-released Economic Impact Study.

As the third largest community college system in the nation, Illinois community colleges serve nearly 1,000,000 Illinois residents each year in credit and non-credit courses and offer education and training in over 240 different occupations. Illinois community colleges contribute to the vitality of their regions and the state in many ways: educationally, culturally, recreationally, civically, and economically. Perhaps the least measured and understood of these are the economic contributions.

To analyze the economic impact of the Illinois Community College System, ICCB contracted with NIU Center for Governmental Studies to generate an Economic Impact Study report at the statewide level and for each individual community college. Funding for the project was provided entirely through the American Recovery and Reinvestment Act (ARRA) Statewide Longitudinal Data Systems (SLDS) Grant.

The analysis has four main components with the first three relying on “matching” ICCB student records and IDES employee wage data. These components include 1) Illinois community college student employment and earning outcomes, 2) Illinois community college student-generated local, state, and federal tax revenues and 3) Illinois community college students meeting workforce demand. A final fourth component analyzed the Illinois Community College System as major employers and business entities with Illinois community colleges generating billions of dollars in local sales and wages and almost 48,000 jobs.

The Board took a break at 10:50 a.m. and returned at 11:03 a.m.

Item #10 - Illinois Community College Board Recognition of Illinois Community Colleges

Item #10.1 - John A. Logan College

Dr. Anderson stated that ICCB is mostly a coordinating Board with some regulatory authority.

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One of the regulatory items that ICCB has been charged with is Recognition of all the community colleges. ICCB conducts the recognition process every five years for each college looking for specific compliance issues over that five year time period.

During the next recognition cycle, beginning in fiscal year 2016, the ICCB will be looking at a different set of criteria.

The ICCB has staff that do desk audits on certain issues and fiscal staff that do on-site visits.

With regards to the John A. Logan College (JALC) recognition, the staff conducted a focused on-site visit to further investigate some particular findings. Because of the extent of the findings and compliance issues, the ICCB staff is making the recommendation that John A. Logan College be granted Recognition Continued – With Conditions. This recognition status means that the ICCB staff will monitor JALC's progress in those particular areas where the staff identified compliance issues. Timelines will be set for the College in order to address these issues. ICCB will also work with the College in terms of the fiscal discrepancies to insure those issues get rectified. While the College is being monitored, they will be allowed to continue to receive state funds and to continue to operate. It is being recommended that the College be allowed five years to make the financial adjustment.

The Board will receive periodic updates on the College's progress. In January 2016, the College's recognition status will be presented to the Board for another vote.

Chairman Giannoulis expressed disappointment in the actions of JALC. He went on to say that the College's President, Dr. Mike Dreith, has been extremely helpful and worked very hard in trying to investigate this matter and come up with solutions. Dr. Dreith has been a very strong and ethical leader during this difficult time and the ICCB Board appreciates his leadership.

At this time, Dr. Mike Dreith, President of John A. Logan College, requested to read a statement prepared by John A. Logan College's lawyer to the Board. Dr. Dreith stated that he has been the President of JALC from 2012 to present. On behalf of JALC, Dr. Dreith requested the ICCB action of granting JALC the status of Recognition Continued – With Conditions be tabled for now due to insufficient response time given to the College during the recognition process. ICCB staff only gave the College 10 days to respond to the findings. Dr. Dreith stated that JALC requested additional time to respond to the findings but was denied by the ICCB. In addition, Dr. Dreith stated these programs that have been identified as the problem were submitted to and approved by the ICCB. During the fiscal year 2014 recognition evaluation, the College learned that there has never been any objection or concern raised by the ICCB as to the propriety of the College's operations in regards to these particular programs. ICCB staff was informed of the dramatic impact these findings would have on the College and its operations. ICCB replied that there would be no change in the compliance findings and recommendations. In conclusion, JALC is requesting the Board table the action of the ICCB staff's recognition report in order for the College to conduct further review, identify other solutions on how the College will pay back the \$1.7 million, and report back to the ICCB at its next Board meeting.

Michael Dorf requested clarification on the purpose of the JALC request: is it so the College is allotted more time to revise the answers they were required to respond within 10 days or is it so that the ICCB Board has more time to read the report received by the ICCB staff that includes the Colleges responses? Dr. Dreith responded that the College is not arguing the facts of the findings; JALC is simply asking for the ICCB to provide them more time to come up with a solution on how to repay the \$1.7M. The College does not plan on changing their initial response answers.

The ICCB Board thanked Dr. Dreith for his comments. However, the Board felt strongly on moving forward with the following motion. Michael Dorf stated the ICCB staff should work with JALC to determine a reasonable multi-year grant deduction schedule to repay the \$1.7M so as not to cause undo pain to the institution.

Thomas Pulver made a motion, which was seconded by Rudy Valdez, to approve the following items:

The Illinois Community College Board hereby grants a status of “Recognition Continued – With Conditions” to the following districts:

John A. Logan College

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

Item #10.2 - Lincoln Land Community College, Harper College, Morton College, Shawnee Community College, Kishwaukee College, and Illinois Valley Community College

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

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

Lincoln Land Community College
Harper College
Morton College
Shawnee Community College
Kishwaukee College
Illinois Valley Community College

The motion was approved via unanimous voice vote. Student advisory vote: Yes. There was no discussion.

Item #11 – New Units

Item #11.1 - Richard J. Daley College, College of DuPage, Kankakee Community College, Kennedy-King College, Lincoln Land Community College, Malcolm X College, Oakton Community College, Olive-Harvey College, Prairie State College, Rend Lake College, Richland Community College, South Suburban College, Harry S. Truman College, and Wilbur Wright College

Dr. Anderson stated the ICCB program approval process is another regulatory responsibility charged to ICCB. One of the items the ICCB focuses on in approving new programs is the economic impact of those specific programs and job opportunities for the students/graduates enrolled in those programs. Before any program is approved, the ICCB staff reviews the fiscal viability of the program, capacity of the institution to offer that program, and the job outlook and employment gains of the student. In the future, ICCB staff will be reviewing the specific program approval process.

Dr. Anderson wanted to point out the Game Animation & Design A.A.S. degree (68 credit hours) for College of DuPage (COD). This is a new and emerging field. Illinois ranks sixth in the nation for employment of game designers.

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There has been a 16.3 percent increase in game related occupations and we will see an additional 16.3 percent increase within the next six years, which is twice the state average for other occupations. The faculty at COD have served on the International Game Developer Association's Special Interest Group in Education.

The Oakton Community College's Nanotechnology Certificate (31 credit hours) is another new and emerging field. Oakton worked with eight local employers to develop this certificate. The College received numerous grants and donations to support this program.

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

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

PERMANENT PROGRAM APPROVAL

Richard J. Daley College

- Web Development Associate in Applied Science (A.A.S.) degree (61 credit hours)
- Web Development Advanced Certificate (30 credit hours)

College of DuPage

- Game Animation & Design A.A.S. degree (68 credit hours)

Kankakee Community College

- Computer Graphics A.A.S. degree (67 credit hours)
- Computer Graphics Technology Advanced Certificate (48 credit hours)

Kennedy-King College

- Advanced Social Services-Addictions Studies A.A.S. degree (70 credit hours)
- Advanced Social Services-Addictions Studies Certificate (49 credit hours)
- Gas Utility Worker Certificate (50 credit hours)

Lincoln Land Community College

- Green Facilities Management Certificate (30 credit hours)

Malcolm X College

- Physical Therapy Assistant A.A.S. degree (70 credit hours)
- Web Development A.A.S. degree (61 credit hours)
- Web Development Advanced Certificate (30 credit hours)

Oakton Community College

- Nanotechnology Certificate (31 credit hours)

Olive-Harvey College

- Web Development A.A.S. degree (61 credit hours)
- Web Development Advanced Certificate (30 credit hours)

Prairie State College

- Industrial Mechanic A.A.S. degree (62 credit hours)

Rend Lake College

- Barber Certificate (50 credit hours)

Richland Community College

- Healthcare Documentation A.A.S. degree (62 credit hours)

South Suburban College

- General Studies A.G.S. degree (60 credit hours)

Harry S. Truman College

- Human Development & Family Studies A.A.S. degree (60 credit hours)

Wilbur Wright College

- Networking Systems & Technologies A.A.S. degree (61 credit hours)
- Networking Systems & Technologies Certificate (30 credit hours)
- Web Development A.A.S. degree (61 credit hours)
- Web Development Advanced Certificate (30 credit hours)

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

Item #11.2 – Triton Community College

Rudy Valdez made a motion, which was seconded by Thomas Pulver, to approve the following items:

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

PERMANENT PROGRAM APPROVAL

Triton College

- Architectural Studies Certificate (34 credit hours)
- Environmental Science A.A.S. degree (67 credit hours)

The motion was approved via unanimous voice vote. Randy Barnette abstained. Student advisory vote: Yes. There was no discussion.

Terry Bruce made a motion, which was seconded by Randy Barnette, to approve the following motion:

The Illinois Community College Board hereby reconsiders the vote of Item #12.3 - Approval of Confidentiality of Executive Session Minutes from the consent agenda.

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

Terry Bruce made a motion, which was seconded by Suzanne Morris, to approve the following motion:

The Illinois Community College Board hereby approves the removal of Item #12.3 - Approval of Confidentiality of Executive Session Minutes from the consent agenda, and a separate vote be taken on the Item #12 – Consent Agenda.

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

Item #12 – Consent Agenda

Suzanne Morris made a motion, which was seconded by Rudy Valdez, to approve the consent agenda's following items with the removal of Item #12.3 - Approval of Confidentiality of Executive Session Minutes:

Item #12.1 – Minutes of the June 6, 2014 Board Meeting

The Illinois Community College Board hereby approves the Board minutes of the June 6, 2014 meeting as recorded.

Item #12.2 – Minutes of the June 6, 2014 Executive Session

The Illinois Community College Board hereby approves the Executive Session minutes of the June 6, 2014 meeting as recorded.

Item #12.4 – Approval of the Disposal of the Verbatim Recording of Minutes

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby authorizes the Board Secretary to destroy all verbatim records of minutes from open and closed meetings held prior to March, 2013.

Item #12.5 – Certification on Eligibility for Special Tax Levy

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby certifies that the following community college districts were (1) eligible to receive equalization grants either in fiscal year 2014 or fiscal year 2015 and (2) had combined educational and operations and maintenance purposes tax rates less than 26.81 cents per \$100 of equalized assessed valuation and are, therefore, eligible to levy at a combined educational and operations and maintenance purposes rate up to and including 26.81 cents per \$100 of equalization assessed valuation in accordance with the provisions of Section 3-14.3 of the Public Community College Act:

Black Hawk College
Heartland Community College
Illinois Central College
Illinois Eastern Community Colleges
Illinois Valley Community College
Kankakee Community College
Kaskaskia College
Lake Land College
Lewis and Clark Community College
Moraine Valley Community College
Rend Lake College
Carl Sandburg College
Southwestern Illinois College
Spoon River College
John Wood Community College

Item #12.6 – Approval to Enter into Grant Agreements –Legislative Add-ons

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby authorizes the Executive Director to enter into grant agreements with the following vendors for the amounts shown as intended by the Illinois General Assembly in Article 5, Section 15, of Public Act 98-0678:

Black Hawk College	\$285,000
City Colleges of Chicago	\$525,000
Illinois Central College.....	\$550,000
Illinois Valley Community College.....	\$300,000
South Suburban College	\$225,000
Triton College	\$100,000
ACT-SO (NAACP program)	\$300,000
Introspect	\$350,000
The Luv Institute.....	\$200,000
One Million Degrees.....	\$350,000
State of Illinois P-20 Council.....	\$200,000
UIC LARES Program	\$200,000
UIC Wiley Resource Center	\$200,000
Urban Prep Academy.....	\$400,000
Year Up.....	\$250,000

Item #12.7 – Administrative Rules Changes – Dual Credit

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the following Dual Credit Rules Changes listed below:

Section 1501.507 Credit Hour Claims

- a) Claims. Claims for credit hours shall be submitted within 30 days after the end of each term in a format used by the ICCB.
- b) Course Requirements. Courses which produce credit hours eligible for ICCB grants shall satisfy the following requirements:
 - 1) Courses shall be offered for the number of credit hours for which they are approved by the ICCB.
 - 2) Courses which have variable credit hours shall be claimed in specified increments only up to the maximum credit value approved for the course.
 - 3) Course data shall be posted to the permanent academic record of each student claimed.
 - 4) Courses shall be a part of units of instruction which have been approved by the ICCB, or the courses must be authorized extensions of existing units of instruction.
 - 5) Courses shall have specific written objectives.
 - 6) A course outline shall be available for review by any student or citizen.

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- 7) Courses shall have a method of evaluating student performance which follows the adopted college grading system.
- 8) Courses shall follow the adopted college policies on student tuition.
- 9) The following categories of physical education courses shall be the only ones to produce eligible credit hours:
 - A) Elective physical education courses;
 - B) Required courses for majors and minors in physical education, recreational leadership, and related programs;
 - C) Physical education courses in teacher education programs as required by the State Teachers Certification Board.
- 10) Courses shall produce a maximum rate of one semester credit hour or equivalent per week. Requests for exceptions to this requirement may be submitted to the ICCB. The criteria utilized by the ICCB for exceptions shall include:
 - A) documentation of need for an intensified or accelerated schedule;
 - B) student population identified with testing and/or screening to indicate special needs and/or competencies;
 - C) how courses are instructed, including schedule of classes, study time allotted for students, method of instruction and how students are evaluated;
 - D) time period of instructional activity and projected termination date;
 - E) procedures to evaluate the accelerated instructional activity.
- 11) Dual Credit Courses offered by the college for high school students during the regular school day ~~at the secondary school~~ shall be college-level and shall meet the following requirements:
 - A) State Laws and Regulations and Accreditation Standards. All State laws, ICCB regulations, accreditation standards specified by the North Central Association, and local college policies that apply to courses, instructional procedures and academic standards at the college apply to college-level courses offered by the college on campus, at off-campus sites, and at secondary schools. These policies, regulations, instructional procedures and academic standards apply to students, faculty and staff associated with these courses.
 - B) Instructors. The instructors for these courses shall be selected, ~~employed~~ assigned, and evaluated by the community college. They shall be selected from ~~full-time faculty and/or from adjunct faculty~~ individuals with appropriate credentials and demonstrated teaching competencies at the college level. For transfer courses (1.1 PCS), these qualifications include a minimum of a Master's Degree with 18 graduate hours appropriate to the academic field of study or in the discipline in which they are teaching. For CTE (1.2 PCS)

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courses, these qualifications include 2,000 hours of work experience and the appropriate recognizable credential depending on the specific field.

- C) Qualification of Students. Students accepted for enrollment in college-level courses must have appropriate academic qualifications, a high level of motivation and adequate time to devote to studying a college-level course. The students' course selections shall be made in consultation with high school counselors and/or principals and ~~ordinarily~~ are restricted to students ~~in the junior and senior years of high school~~. who are able to demonstrate readiness for college-level work, as determined by placement procedures consistent with those that would be used with college level students. The students shall meet all college criteria and follow all college procedures for enrolling in courses.
 - D) Placement Testing and Prerequisites. High school sStudents enrolling in college-level courses must satisfy the same course placement tests or course prerequisites as other college level students, when applicable to assure that they are have the same qualifications and preparation as other college students.
 - E) Course Offerings. Courses shall be selected from transfer courses that have been articulated with ~~senior~~ baccalaureate institutions in Illinois or from the ~~first year~~ courses in ICCB approved certificate or associate in applied science degree programs.
 - F) Course Requirements. The course outlines utilized for these courses shall be the same as for courses offered on campus and at other off-campus sites and shall contain the content articulated with colleges and universities in the State. Course prerequisites, descriptions, outlines, requirements, learning outcomes and methods of evaluating students shall be the same as for on-campus offerings.
 - G) Concurrent Credit. The determination of whether a college course is offered for concurrent high school and college credit shall be made at the secondary level, according to the school's policies and practices of the district.
- c) Student Requirements. The following requirements shall apply to students who generate credit hours eligible for ICCB grants:
- 1) Students shall be certified by their instructors as being in attendance at midterm by including a certification statement on the midterm class roster, signed and dated by the instructor.
 - 2) Students who complete a course with a passing grade by the end of the term and who were not certified as being in attendance at midterm by the instructor shall be considered as having been in attendance at midterm.
 - 3) Students enrolled in variable entry/variable exit classes or short-term classes of less than eight weeks may be certified by their instructors as having been in attendance at midterm by including a certification statement on the final class roster, signed and dated by the instructor.
 - 4) Students shall be residents of the State of Illinois.
 - 5) Auditors or visitors in a course shall not produce eligible credit hours.

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- 6) Students who repeat enrollment in a course shall produce credit hours eligible for ICCB grants when one of the following conditions is met:
 - A) If the student completed the course the first time of enrollment with less than a grade of C (or equivalent) and if the student was claimed for funding, the student may enroll and be claimed in the course one additional time, or
 - B) If the student enrolled in the course previously and withdrew before completing the course, and if the student was claimed for funding, the student may enroll and be claimed in the course one additional time, or
 - C) If a student completed the course previously and was claimed for funding, the student may be claimed for retaking the course if the student uses his/her option to retake the course tuition free under the college's educational guarantee program, or
 - D) If the last time the student completed the course was at least four years previously, the student may be claimed for funding if the student repeats the course to upgrade his/her skills in that area, or
 - E) If a course has been approved by the ICCB to be repeated, the student may repeat the course and be claimed as often as approved by the ICCB.
- d) Exceptions. The following credits will not be eligible for ICCB funding:
 - 1) Credit by examination;
 - 2) Military service credit for physical education;
 - 3) Transfer of credit earned at other institutions or in the armed forces;
 - 4) Proficiency examinations;
 - 5) Advanced placement credits;
 - 6) Other methods of program acceleration which do not include instruction.
- e) Midterm class list certification requirements:
 - 1) The midterm class lists' primary purpose shall be for certification of students' credit hours for State funding eligibility or ineligibility.
 - 2) The process must rely on the course section's instructor's assessment of the students' pursuit of successful completion at the midpoint of the class as indicated by that instructor's midterm certification signature.
 - 3) The college shall document and communicate district requirements to faculty each semester.
 - 4) The college must be able to provide, upon request, a hardcopy midterm class list print out of each course section, submitted on ICCB credit hour claims, containing either a manual faculty signature or an authenticated electronic faculty signature for either ICCB or external audit purposes.

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

Terry Bruce made a motion, which was seconded by Michael Dorf, to approve the following motion:

The Illinois Community College Board reviewed all the closed Executive Session minutes and 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; June 7, 2013; September 20, 2013; March 21, 2014; and June 6, 2014 are to remain confidential. All other Executive Session Minutes are available for public inspection.

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

Mr. Bruce requested all copies of the closed Executive Session minutes be returned to Ann Knoedler.

Item #13 – Information Items

There was no discussion.

Item #13.1 - Fiscal Year 2014 Financial Statements

Item #13.2 - Fiscal Year 2015 Financial Statements

Item #13.3 - Intergovernmental Agreements and Memoranda of Understanding

Item #14 – Other Business

There was no other business.

Item #15 – Public Comment

Michael McDermott spoke on the issue of Dual Credit and the policy changes being proposed by the ICCB. His comments below were submitted to the ICCB.

Over the past several months the IEA Higher Education Council (hereinafter the Council) has been looking closely at these proposed changes and the possible impact of such changes. I would like to thank Dr. Anderson for her input on the subject and for allowing Brian Durham, Senior Director for Academic Affairs and Career & Technical Education, to meet with the Council on September 6, 2014, and discuss the changes proposed to the Dual Credit regulations.

The Council is not necessarily opposed to the concept of Dual Credit and, in fact, IEA had two members (Jim Grimes, NEA Director, and Gazi Rahman, IEA) on the committee that reviewed the Dual Credit regulations about ten years ago.

First, here are some positives we believe exist within the current regulations and some of the proposed changes:

1. Dual Credit provides the opportunity for high school students, who qualify to take a college course and have the required pre-requisites, to take a college course while in high school.
2. This provides the student with a jump start on their college education.
3. We believe the experience early on can be a catalyst to entering either a community college or four-year university.

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4. Dual Credit may also reduce the overall cost of a student's higher education by being able to take such dual credit courses at a low tuition or even at no cost, thereby reducing student debt.
5. Early participation and lower cost may also result in higher retention and graduation rates.
6. The combined result should assist Illinois in attaining its goal of 60 by 20.

Second, some of the proposed changes make sense:

1. Changes the language to allow all high school students to participate, rather than just juniors and seniors, should reduce the cost of higher education even more for those who qualify at an earlier stage in their education.
2. It makes sense to allow the location of the classes to take place in the environment that best suits the course being taught. If a student can be taught welding in a factory, auto repair at a certified dealership or nursing in a hospital, those environments should contribute to the overall learning experience. However, the oversight to assure the course is a college level course being taught by college qualified instructors is imperative.
3. College oversight and/or ICCB oversight must assure the courses taught meet the accreditation requirements and that the students actually receive the college credit they are promised in a Dual Credit course.
4. The addition of allowing credit towards Certificates is a positive change that, again, gets the student ahead in pursuing a career sooner.

However, the selection of instructors and by whom they are employed is not a change that should be made. It is not a change that would in any way enhance the Dual Credit process. Such a change raises more questions than it does to resolve any issues of offering Dual Credit courses, the quality of those courses, who teaches the courses, what are the required qualifications of the instructor, who determines instructor qualifications, who evaluates the courses and instructors and what institution has the financial responsibility for employee pay, cost of tuition, location of instruction, etc.

The Council believes it is imperative that the instructors are hired by the college that is offering the Dual Credit course. The college determines the course(s) to be offered. The college decides which instructor is most qualified to teach the course. The college decides the content and requirements for the course, the pre-requisites for the course and if the student is qualified to take the course. Therefore, it's seems clear the college is the employer.

It is important that there be an employer and employee relationship to the development of the course to be offered for Dual Credit and it is extremely important that the college maintains control over who teaches the course, course content and who is qualified to take the course. After all, we are talking about getting college credit.

Dual Credit courses should not be confused with "AP" courses. In fact it may be that an "AP" course qualifies a high school student for a college level course, but there is no college credit for an "AP" course.

It seems clear that the selection of instructors, the course determination and instructor evaluation will remain with the community colleges offering the Dual Credit courses; therefore, it must be the community colleges that retain the employment right of the Dual Credit instructor.

In conversations with ICCB staff, I was advised that the changes being proposed were, for the most part, to better represent the current practices related to Dual Credit. However, if the current regulations have not been applied by the community colleges as required, the ICCB should take action to require community colleges to change their practices to comply with the regulations.

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There are also questions of who pays the instructor, does the student pay tuition for the Dual Credit courses and is there a better experience if the courses are taught on campus? One concern that was raised is who receives the state funding for the Dual Credit course and/or student enrollment? These may be issues that need to be resolved rather than adopting the proposed changes currently being offered by the ICCB.

The Council also has considered whether or not the instructor qualification of a Master's degree plus 18 hours of graduate work in the subject field or discipline is sufficient. It would seem a Master's degree in the subject field or discipline would be a preferred qualification for teaching a college Dual Credit course.

The Council asks the ICCB and the State to continue to require that instructors of Dual Credit courses be employed as full-time faculty and/or adjunct faculty of the college with appropriate credentials and demonstrated competencies at the college level. The Council also recommends that the ICCB include the IEA and employee representatives in the future whenever there are conversations related to issues that will impact IEA/NEA members. Our members have a genuine concern for the students they teach and the quality of the education they receive.

Item #16 – Executive Session

The Board did not convene into Executive Session.

Item #17 – Executive Session Recommendations

There was no action taken.

Item #18 – Adjournment

Suzanne Morris made a motion, which was seconded by Rudy Valdez, to adjourn the Board meeting at 11:47 a.m.

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

Alexi Giannoulis
Board Chairman

Karen Hunter Anderson, Ph.D.
Executive Director