

Agenda Item #15.3
September 16, 2016

APPROVED

Minutes of the
Retreat of the
Illinois Community College Board

Kankakee Community College
Governors Room
100 College Dr
Kankakee IL 60901

August 10, 2016

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the minutes of the August 10, 2016 Board workshop as recorded.

Item #1 – Roll Call and Declaration of Quorum

Chair Laz Lopez called the Board workshop to order at 10:30 a.m. and asked Ann Knoedler to call roll. The following Board members were present: Terry Bruce, Teresa Garate, Dustin Heurman, Nick Kachiroubas, Ann Kalayil, Douglas Mraz, and Suzanne Morris. Guy Alongi and Jake Rendleman participated by phone. Cheryl Hyman and student Board member Ugne Narbutaite were absent. A quorum was declared.

Item #2 – Welcoming Remarks from Dr. John Avendano, President of Kankakee Community College

Dr. Avendano welcomed the Board. Dr. Avendano stated Kankakee Community College (KCC) will be celebrating their 50th Anniversary in September 2016. The college began in a small building that is now the historical Kankakee Hotel. The community is also honoring the 50th anniversary of the college by local restaurants offering such items as a 50th anniversary hamburger, 50th anniversary cupcakes, and even a special Kankakee Community College brew. A gala will also be held in April or May in honor of the 50th anniversary.

Dr. Avendano stated that the college continues to wait for funds from the state to finish its ongoing construction project for the Advanced Technology Education Center. This facility is designed to be a training site for new technology. The college received approval from the state to begin building; however, in mid-June, KCC received a notice to cease construction that had already begun. Out of \$5 million, the college has only received 25%. KCC had to spend \$80,000 of its own funds just to properly cover up the exposed building and materials. The college continues to pay \$2500-3000 per month just to store the construction materials.

Item #3 – New Board Committee Structure

Dr. Karen Hunter Anderson began by explaining the staff's recommendation for discussion by the Board.

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Challenges of the current Board committees already in place:

1. There were so never enough Board members to fill all the committees.
2. Since there were so few members on each committee, they could not hold a meeting due to the Open Meetings Act guideline of each meeting needing a physical quorum in one location.
3. Committee issues / topics were constantly overlapping.

The staff reviewed what meeting schedule has worked well in the past. The night before the Board meeting and morning of the Board meeting has usually worked well for member participation.

The staff suggests there be only two committees:

1. Fiscal, Operations, and External Affairs – meet the morning before the Board meeting
2. Academic, Workforce, and Student Support – meet the night before the board meeting

The advantages to this structure are that more Board members will be on each committee and Board members will be allowed to attend both committee meetings if they chose.

The Board was in agreement on the new committee structure recommended by staff. The committees will help funnel issues through so that the Board does not have to spend quite as much time discussing one issue during the Board meetings. The Board requests that legislation and policy be reviewed in each of the committees. Each year, the committees will review one policy that might need to be changed.

The Board requests the staff bring to the September Board meeting the committee descriptions. A formal item will be taken to the Board for approval. Also during the September meeting, a chair will be selected for each committee.

Item #4 – Break/Lunch

Jake Rendleman stated the community college and university trustees are now required by law to complete a mandatory four hour training every two years. If the training is assembled by any outside entity other than the Illinois Community College Trustees Association (ICCTA), the ICCB will be responsible for reviewing and approving the training.

It was a consensus by the ICCB Board, even though it is not mandatory, to require its members to complete the same training that the trustees are now required to complete. The following are a few of the items that will be included in the training: OMA, labor laws, FOIA, sex violence, audits, ethics, etc. The legislation goes into effect in one year.

Dr. Anderson spent a brief amount of time to review the purpose of the ICCB and the Board:

1. Primary purpose of the Illinois Community College Board is state coordination with some administrative and regulatory responsibilities:
 - a. State Coordination
 - b. Policy Development
 - c. Oversee System Budget (operating and capital, state & federal)
 - d. Advocacy
 - e. “Recognition” of Institutions
 - f. Approval of Programs
2. To administer the Public Community College Act in a manner that maximizes the ability of the community colleges to serve their communities.

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- a. Sec. 2-4. The State Board shall have the power to make and provide rules and regulations not inconsistent with the provisions of this Act.
 - i. To employ and fix compensation for the executive officer
 - ii. To appoint advisory committees
 - iii. To study the status of community college education, its problems, and needs for improvement
 - iv. To develop articulation agreements in cooperation with the Illinois Board of Higher Education to ease transfer within community colleges and from community colleges to degree-granting institutions
 - v. To review, approve, and monitor performance of community colleges

- b. Sec. 2-12. The State Board shall have the power and it shall be its duty:
 - i. To provide statewide planning of community colleges and co-ordinate the programs, services and activities to establish a system of locally initiated and administered comprehensive community colleges
 - ii. To approve all locally funded capital projects for which no State monies are required
 - iii. To conduct studies of student characteristics, admission standards, grading policies, performance of transfer students
 - iv. To determine efficient and adequate standards for community colleges for the physical plant...safety...instruction and teaching...administration and supervision...and to grant recognition certificates to community colleges meeting such standards

- c. Sec. 2-12. The State Board shall have the power and it shall be its duty:
 - i. To approve or disapprove new units of instruction
 - ii. To recommend approval or disapproval of programs of inter-institutional cooperation with other public or nonpublic institutions of higher education
 - iii. To establish guidelines for community college programs for elementary and secondary school dropouts
 - iv. To establish uniform financial accounting and reporting standards
 - v. To ensure the effective teaching of adults and to prepare them for success in employment and lifelong learning
 - vi. To supervise the administration of adult education and adult basic literacy programs

3. ICCB rule making process:
 - a. Get constituent support
 - b. Submit the change to the Board as *information item* to be reviewed
 - c. Place on Board agenda as an *action item* to be voted upon
 - d. Send rule change request to the IL General Assembly's Joint Committee on Administrative Rules (JCAR)
 - e. First public notice lasts a minimum of 45 days
 - f. Agency files with JCAR
 - g. Second notice lasts for a maximum of 45 days

4. To promote cooperation within the system and accommodate those State of Illinois initiatives that are appropriate for community colleges.

5. To be accountable to the students, employers, lawmakers, and taxpayers of Illinois.

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6. To provide high-quality, accessible, cost-effective educational opportunities for the individuals and communities they serve.

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The Board took a break for lunch at 12:15p. At this time, Board members Guy Alongi and Jake Rendleman left the retreat. The Board returned from break at 12:40p. Board members Guy Alongi and Jake Rendleman did not return to the meeting.

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Item #5 – Reaffirm Board Goals

Karen Hunter Anderson stated that since this Board has many new members, it's important to review the goals that the previous Board had set during their August 2015 Workshop. There were documents distributed to the members that show the progress and accomplishments the staff have made on each item within each of the three goals. During each scheduled Board meeting, Dr. Anderson stated the staff will distribute an updated version of these documents to the members.

Dr. Anderson stated that the staff will keep working on the goals; however, there have been numerous other projects and committees initiated by the Governor's Office that require the staff's involvement and has taken away from the time the staff could have spent fully on the goals. However, in some instances, the staff is able to embed the goals within the strategies that come out of these projects and committees. The staff would like for the Board to keep in mind that it is very difficult for the system to be held accountable for the goals the Board set when the State is not providing them with the adequate funding.

Goal 1 – is an ongoing goal. Certain items within Goal 1 might be completed, which is shown in the document provided.

Goal 2 – ICCB has made progress on reducing the amount of data the ICCB required. It's important to know that the ICCB only has three staff working in its data department, collecting mandatory data as well as providing their services to collect data for outside entities with no additional funds. Also, in FY15, the Longitudinal Data System had \$400,000 to work with; however, in FY16, there was no money provided.

Goal 3 – Completed the planning process for the Workforce Education Strategic Plan. Although there were many hours put in by ICCB staff to complete the planning process for the Workforce Education Strategic Plan, considerable time will still be needed for writing the plan, sharing information with colleges and industry partners, and implementation.

It was the consensus of the Board that they would like to see the next targets for FY17 at the September board meeting.

Item #6 – Budget Update

Ellen Andres gave an update to the Board on the current budget situation. Ms. Andres stated some of the legislators did not want to give any state funds to the community colleges because they received local funds.

The legislature put \$20 million in an emergency fund for higher education. However, the colleges will have to declare a state of financial crisis in order to collect any of the funds. With that, the Higher Learning Commission (HLC), the accreditation agency, will audit these colleges and possibly put them on probation.

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Fiscal year 2016 funds have been distributed. However, none of the fiscal year 2017 funds has been distributed at his time.

Item #7 – Legislative Update

Matt Berry gave an update to the Board on all the recent legislation. He also updated the Board on the legislation package sponsored by Senator Cunningham and Representative Burke that responds to the College of DuPage problems.

Looking forward, veto session is scheduled for November 15, 16, 17, 29, 30 and December 1st. Some unresolved issues from the spring 2016 session that might reemerge are:

1. Community College Baccalaureate Degrees – focus on BSN
2. Prior Learning Assessment / Military Prior Learning
3. Unfunded Mandate Relief for State & Local Governments
4. Procurement Reforms
5. MAP Grant Eligibility

During the November Board meeting, Matt Berry will present the ICCB Legislative agenda for spring 2017.

Item #8 – Wrap-Up

Chair Lopez asked if the Board members preferred having the retreat separately from the Board meetings or if they would rather hold the retreat the day before or on the same day as the Board meeting. It was a consensus of the Board members present to keep the retreat in August, separate from the Board meetings.

Item #9 – Adjournment

The retreat adjourned at 2:34p.