

Item #9.1
November 30, 2018

APPROVED

Minutes of the 430th
Meeting of the
Illinois Community College Board

Wyndham Springfield City Centre
Prairie Room
700 East Adams Street
Springfield, IL

June 1, 2018

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the June 1, 2018 meeting as recorded.

Item #1 – Roll Call and Declaration of Quorum

Chair Lopez called the Board meeting to order at 9:01 a.m. and asked Ann Knoedler to call roll. The following Board members were present at this time: Jim Ayers, Terry Bruce, Suzanne Morris, Guy Alongi, Teresa Garate, Doug Mraz, Dustin Heurman and student Board member Oscar Sanchez. A quorum was declared. Board members Nick Kachiroubas, John Bambanek, Ann Kalayil and were absent.

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

Chair Lopez was happy to report a State budget was passed in time for the June Board meeting for the first in years. Dr. Lopez recognized and thanked the legislative leaders for making that happen. It is the right step in putting the State on the correct economic track.

Item #3 - Board Member Comments

Sue Morris commented on how MAP funds have decreased 13% for the community college students within the last four years. Often the neediest students do not receive these funds. Ms. Morris requested the ICCB staff present to the Board on MAP funding.

Item #3.1 – Public Agenda Report

Teresa Garate stated the final report is not completed yet and suggested the ICCB vote on endorsing the Public Agenda report at the next Board meeting in order for the staff and Board members to have plenty of time to review it.

Item #4 - Nomination of Vice Chair

Dustin Heurman made a motion to nominate and re-elect Terry Bruce for the position of Vice Chair of the Illinois Community College Board, which was seconded by Doug Mraz.

A roll call vote was taken with the following results:

Guy Alongi	Yea	Dustin Heuerman	Yea
Jim Ayres	Yea	Doug Mraz	Yea
Terry Bruce	Abstain	Sue Morris	Yea
Teresa Garate	Yea	Oscar Sanchez	Yea
		Laz Lopez	Yea

The motion was approved. Terry Bruce abstained.

Item #5 - Executive Director Report

Dr. Karen Anderson stated in addition to all the general and legislative business ICCB staff typically attend to, staff have also been engaged in a number of other initiatives:

- funded and/or participated in p-20 faculty and administrator training:
 - Windmills training - for special populations
 - Academic Advisors training - on dealing with transition issues
 - Autism training - again, focusing on transitions
- Nontraditional students are still one of the main concerns. Please visit the ICCB website for stories of these students, such as, Wanda Bradford, a graduate of Spoon River College who received her associate degree 40 years after graduating from high school.
- Staff have also submitted a recommendation to the Governor's Cabinet on Children and Youth for a representative from our system to serve on the Governor's Cabinet on Children and Youth Commission. Tessa Philpot, a student from Lakeland College, would represent postsecondary students at rural institutions. ICCB Student Board member Oscar Sanchez will be the alternate, representing an urban postsecondary experience.

ICCB has hired a few new staff:

- Fred Stanley joined the ICCB in April 1, 2018 as Associate Directors for Career and Technical Education.
- Mary Werries joined the ICCB in April 1, 2018 as the Associate Directors for Career and Technical Education.
- Emily Buhnerkempe started on April 1, 2017 as the Director of Academic Affairs.

Dr. Anderson is finishing up her tenure this summer as the Chair of the National State Directors of Community Colleges. A lot was learned from other states, including the impact of free college promise programs, efforts at consolidations, and budget woes. Most state systems are planning for flat funding; a few are getting increases, but not many. A few states are getting budget cuts. Most states are looking at tax cuts, and some of the more robust states are looking at flat funding so that they can make tax cuts.

Dr. Anderson gave a huge thank you to the staff for their monumental effort during this legislative session. This was one of the most intense sessions ICCB has had in a long time.

Item #5.1 - Illinois Community College Board Goals Update

Goal One — smooth the transition for all student into and through postsecondary education

Although there will always be work to be done in this area, staff have accomplished a lot, especially in the areas of remedial reform and adult education.

Transitional Math

- Engaged all 39 community colleges in discussions about the implementation of transitional math.
- Engaged 271 high schools with the community colleges.
- Submitted Transitional Math and High School Equivalency as Governor's Cabinet for Children and Youth project.
- Put transitional math competencies on the agenda.

Co-requisite remediation

- Held two co-requisite trainings in March with a third scheduled for September 24th, in partnership with NIU and Women Employed.
- Approved the first co-requisite courses through the IAI GECC Communications and Mathematics panels this spring.
- Worked on scaling up co-requisite courses on all community college campuses. Many have already started the process for fall implementation.

Proposed Placement Policies

- Presented a placement framework at the January Joint Meeting of the College Presidents, the CAOs and the CSSSOs. The Presidents' Council will vote on this framework today (June 1). The framework relies on a multiple measures approach to college placement and provides for a system wide consistent approach to placement.

Transfer

- Assisted with the development and implementation of the new iTransfer public website, which has a student focus. There are currently 11,261 courses in the General Education Core Curriculum (GECC) with 6,940 currently remaining active in the IAI database. There are 13,719 courses in the majors with 2,352 currently remaining active.

Supporting Veterans

- Developed a training with IDVA for all veteran coordinators on July 9th. This training will cover policies and procedures, benefits, and resources for veterans.
- Presented at the Annual MCMC Conference on behalf of the state and at the 4th Annual Student Veterans Leadership Day.
- Worked with WIU, Kaskaskia College, and Kankakee Community College on their Criminal Justice articulation work.

Career & Technical Education

Dual Credit Enhancement

- Continued funding for dual credit enhancement in the community college system.
- Awarded funding to 12 colleges through the Dual Credit Enhancement Grant to support the development, enhanced delivery, and articulation of local dual credit programs and to expand student access to higher education while maintaining high academic standards.

Item #9.1
September 21, 2018

- Increased dual credit through the community college system by 7.6% from the previous academic year.

Adult Education

- Developed a Strategic Plan for Adult Education that is inclusive of four main goals.
 - Improve Outcomes by Scaling Effective Models and Strategies
 - Increase Postsecondary Transitions and Credential Attainment
 - Strengthen College and Career Readiness
 - Develop Life Long Career Pathways Systems and Integrate Enabling Technologies
- Provided Training to Programs to enhance their knowledge of Career Pathway and Transitions to Postsecondary Education.
- Developed Curriculum Alignment Training to Enhance the Readiness of Students to enter Education and Training.
- Developed Alternative Methods of Credentialing to accelerate the process for entry into postsecondary education and employment.

Delivery Models / ILCCO

- Began development of a new strategic plan for Illinois Community Colleges Online (ILCCO), which included a new financial model to address course sharing costs.
- Offered the Growing Online Learning Conference for faculty on effective assessment of online students.
- Added four new member institutions.

Goal Two: contribute to the economic development of Illinois by providing robust workforce training, increasing credential attainment, and closing the skills gap through talent pipeline management.

Adult Education and Workforce

- Contributed to the development and implementation of the Workforce Innovation Opportunity Act (WIOA) Unified Plan and the State Workforce Board Strategic Plan.
- Aligned all of the strategic plans to ensure a collaborative approach to workforce.
- Surveyed colleges to determine best practices in the system as identified in the Workforce Education Strategic Plan.

These achievements represent a lot of time, effort, collaboration and significant accomplishment in aligning these disparate systems. Some of the student stories on the ICCB website demonstrate similar collaborations between mothers and daughters (Rend Lake College) and husbands and wives (Joliet Junior College) where they “discovered college” while trying to figure out how to achieve their career goals.

Goal Three: engage with all stakeholders to align board policies to improve student outcomes and increased access to public information on system effectiveness.

ICCB hopes to be working with the IL Council of Community College Presidents (ICCCP) and the IL Community College System Foundation to coordinate a system agreement with the Education Advisory Board (EAB) to provide on-demand research resources to our system that will allow ICCB to better highlight student outcomes, economic impact, and system effectiveness.

Matt Berry will discuss in more detail the ICCB's achievements and progress in this goal later in the meeting, especially the progress in rulemaking, legislation, and public relations.

Item #6 - Acknowledgements

Item #6 - Mr. Jake Rendleman, Former Board Member, Illinois Community College Board

Dr. Anderson expressed appreciation for Mr. Rendleman's dedication during his term as a former Board member, who recently resigned from the Board. Mr. Rendleman was the first college trustee representative placed on the Board and was a very knowledgeable and reliable member for 12 years. Mr. Rendleman expressed his gratitude to the ICCB staff and stated the new trustee, Mr. Jim Ayres, is a very experienced and fitting replacement.

Item #6 - Mr. Guy Alongi, Former Chair, Illinois Community College Board

Dr. Anderson expressed appreciation for Mr. Alongi's dedication during his term as a former Chair and Board member, who will be resigning from the Board after this meeting. Mr. Alongi brought much needed leadership and a better rapport between the staff and Board. Mr. Alongi thanked the ICCB members and especially the staff for all their hard work.

Item #6 - Mr. Jim Endress, President, Illinois Community College Trustees Association

Dr. Anderson noted that Mr. Endress was not present at this time.

Item #6 - Dr. John Avendano, President, Illinois Council of Community College Presidents

Dr. Anderson noted that Dr. Avendano was not present at this time due to a death in the family. Dr. Anderson expressed appreciation for Dr. Avendano's efforts this past year.

Item #7 - Committee Reports

Item #7.1 - Academic, Workforce, and Student Support

Dustin Heurman stated the committee met on Thursday, May 31 at 5:00 p.m. and the following items were discussed:

➤ Proposed Placement Policies

- At the January Joint Meeting of the College Presidents, the CAOs and the CSSSOs, the Presidents were presented with a placement framework that relied on a multiple measures approach to college placement.
- This framework was put together by a group of CAOs, at the request of the ICCB staff.
- This framework was developed in response to and anticipation of other conversations going on around the state that are focused on college and career readiness, including through the ESSA (K-12) law, the WIOA law, and through the P-20 Council.
- This framework was voted on and adopted by the CAOs and the CSSSOs, but since then some dissension has surfaced and staff are working through those issues with the two groups now.
- The goal is to have this set of recommendations voted on at the June meeting of the college presidents.

➤ State Authorization for Distance Learning

- Rules changes for state authorization through the U.S. Department of Education go into effect July 1, 2018. The rules clarify the expectations of institutions. Institutions have the responsibility to provide appropriate consumer information to distance education students from other states.

Item #9.1
September 21, 2018

The rules require institutions to make specific public and individual disclosures regarding:

- States they are authorized to offer distance education in
- The process for submitting consumer complaints in those states
- Any adverse actions against the college by regulatory bodies
- Whether programs leading to professional licensure meet requirements in the distance education student’s state of residence.

➤ **Update on Strategic Plan Subcommittee**

- The Adult Education Strategic Plan, developed by a task force of stakeholders, was submitted to the Governor and General Assembly on January 31, 2018. The final plan is included in the board packet as Information Item 12.3 - Final Adult Education Strategic Plan Report.
- Next Steps in the development process included the convening of a Strategic Action Subcommittee to develop action steps under each goal and objective. The first meeting of the 50 member subcommittee was held on March 1, 2018 in Bloomington, Illinois. The subcommittee will continue to meet as goal teams with the last convening of the entire group on April 3, 2018.

Item #7.1a – High School Equivalency Transcript Review Fee

Dustin Heurman made a motion, which was seconded by Suzanne Morris, to approve the following motion:

The Illinois Community College Board hereby approves the establishment of a \$20.00 fee for transcript review and evaluation under the High School Equivalency Alternative Methods of Credentialing.

A roll call vote was taken with the following results:

Guy Alongi	Yea	Doug Mraz	Yea
Jim Ayers	Yea	Suzanne Morris	Yea
Terry Bruce	Yea	Oscar Lopez	Yea
Teresa Garate	Yea	Laz Lopez	Yea
Dustin Heurman	Yea		

The motion was approved. This will be a flat fee throughout the state.

Item #7.2 - Finance, Operations, and External Affairs

Terry Bruce stated the committee, which met this morning at 8:00 a.m. in the hotel, will report out during item #9.1 later in the meeting.

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Dr. Brian Durham was asked to present at the ICCCP meeting, so the Board moved item #10 up on the agenda.

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Item #10 – New Units of Instruction

Item #10.1 – Illinois Valley Community College and John Wood Community College, College of Lake County

Guy Alongi made a motion, which was seconded by Dustin Heuerman, 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

Illinois Valley Community College

- Infant/Toddler Gateways Credential Level 3 Certificate (33 credit hours)

John Wood Community College

- Certified Medical Assistant Certificate (37 credit hours)

College of Lake County

- Automation, Robotics and Mechatronics A.A.S. degree (63 credit hours)
- Computer Information Technology A.A.S. degree (60 credit hours)

A roll call vote was taken with the following results:

Guy Alongi	Yea	Doug Mraz	Yea
Jim Ayers	Yea	Suzanne Morris	Yea
Terry Bruce	Yea	Oscar Lopez	Yea
Teresa Garate	Yea	Laz Lopez	Yea
Dustin Heuerman	Yea		

The motion was approved.

Item #10.2 – Illinois Eastern Community Colleges: Olney Central College

Dustin Heuerman made a motion, which was seconded by Doug Mraz, 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

Illinois Eastern Community Colleges: Olney Central College

- Health Information Technology A.A.S. degree (60 credit hours)

A roll call vote was taken with the following results:

Guy Alongi	Yea	Doug Mraz	Yea
Jim Ayers	Yea	Suzanne Morris	Yea
Terry Bruce	Abstain	Oscar Lopez	Yea
Teresa Garate	Yea	Laz Lopez	Yea
Dustin Heuerman	Yea		

The motion was approved. Terry Bruce abstained.

Item #10.3 – Lake Land College

Doug Mraz made a motion, which was seconded by Terry Bruce, 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

Lake Land College

- Production Technician A.A.S. degree (60 credit hours)
- Plastics Manufacturing A.A.S. degree (60 credit hours)
- Plastics Manufacturing Technician Certificate (30 credit hours)

A roll call vote was taken with the following results:

Guy Alongi	Yea	Doug Mraz	Yea
Jim Ayers	Yea	Suzanne Morris	Yea
Terry Bruce	Yea	Oscar Lopez	Yea
Teresa Garate	Yea	Laz Lopez	Yea
Dustin Heurman	Abstain		

The motion was approved. Dustin Heurman abstained.

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The Board took a break at 10:00 a.m.

The Board returned from break at 10:10 a.m.

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Item #8 - Advisory Organizations

Item #8.1 - Student Advisory Council (SAC)

Student Board member, Oscar Sanchez, reported the Council last met on April 11 at the Phi Theta Kappa Awards Banquet and on April 12 at Student Advocacy Day, both in Springfield. The main focus was MAP funding and awarding a Bachelor Degree of Nursing (BSN) through community colleges. The next meeting is being held today.

Item #8.2 - Adult Education and Family Literacy Council

Elizabeth Hobson was not present.

Item #8.3 - Illinois Council of Community College Presidents (ICCCP)

Dr. John Avendano was not present.

Item #8.4 - Illinois Community College Trustees Association (ICCTA)

Dr. Anderson took this time to recognize Mr. Jim Endress for his work as the president of ICCTA. Mr. Endress stated he appreciated the close working relationship between the ICCTA and ICCB. Mike Monaghan stated the ICCB members are welcome to attend the 2:00 pm seminar by SURS on retirement and legislation.

Item #9 – Focus on Board Goals

Item #9.1 - Spring Legislative Session Summary

Matt Berry began by stating ICCB staff, at the direction of the Board, has taken time this year reviewing and updating the administrative rules. This coincides with Board Goal #3. The Illinois General Assembly created the Joint Committee on Administrative Rules (JCAR) in 1977. It is a bipartisan legislative oversight committee, and it has been delegated the responsibility to ensure that legislation enacted is appropriately implemented through administrative law. The Board and all state agencies have the authority to draft rules, publish them for public comment, and file them with JCAR for adoption. The compilation of all rules is known as the Illinois Administrative Code.

Mr. Berry distributed a legislative spreadsheet packet. It included all the bills that ICCB was tracking. Some passed, some failed, and he also included a list of bills that are still considered active. He brought attention to some that the ICCB is specifically interested in. One of the ICCB's legislative initiatives, updating the Public Community College Act, was successful, and the 200 page bill was passed by the General Assembly. The other main focus this past fiscal year was the Higher Education Working Group that the Illinois General Assembly formed on November 8, 2017. It is comprised of 12 legislators, three of whom were chosen by each caucus leader. One of its goals was to hear what specific initiatives higher education agencies were implementing to improve the affordability, efficiency and effectiveness of the colleges. During the legislative session, the Group introduced legislation aimed at changing policy and practice to meet their goals. Mr. Berry gave a summary of the bills that were being supported by the Group.

Mr. Bruce serves as the Chair of the Finance, Operations, & External Affairs Committee meeting. He and Ellen Andres discussed the following in detail:

- Financial Statements: Fiscal Year 2018: State General Funds, Special State Funds, Federal Funds, Bond Financed Funds.
- Timeliness of State Payments: The fiscal year 2017 payments are complete. Fiscal year 2018 are up to date, but they are expected to slow down in the third and fourth quarter of the fiscal year.
- Fiscal Year 2019 Board Office Budget: The following will be voted on within the consent agenda - Authorization for Interagency Contracts/Agreements, Authorization to Transfer Funds Among Line Items, and Authorization for Contracts for Office Operations.
- Fiscal Year 2019 Community College System Budget: The community college system and the public universities all received a two percent increase for the system.
- Pension reforms: Thrown into the last minute budget negotiations was a bill to decrease the amount of salary increases allowed in the four final years of an employee's service. HB3342 changes the increase over the last four years of service to three percent instead of six percent beginning July 1, 2018. If a SURS employer chooses to give an increase over three percent during the last four years of employment, a penalty will be calculated and given to the employer for payment when the employee retires. There were other non-financial pension changes in the bill.

Item #11 - Adoption of Minutes

Item #11.1 - Minutes of the March 16, 2018 Board Meeting

Jim Ayers made a motion, which was seconded by Suzanne Morris, to approve the following motion:

The Illinois Community College Board hereby approves the Board minutes of the March 16, 2018 meeting as recorded.

A roll call vote was taken with the following results:

Guy Alongi	Yea	Doug Mraz	Yea
Jim Ayers	Yea	Suzanne Morris	Yea
Terry Bruce	Yea	Oscar Lopez	Yea
Teresa Garate	Yea	Laz Lopez	Yea
Dustin Heuerman	Abstain		

The motion was approved. Dustin Heuerman abstained.

Item #12 – Consent Agenda

Doug Mraz made a motion, which was seconded by Teresa Garate, to approve the following motions:

Item 12.1 - Calendar Year 2019 Board Meeting Dates and Locations

The Illinois Community College Board hereby approves the Calendar Year 2019 Board Meeting Dates and Locations listed below:

Calendar Year 2019 Board Meeting Dates and Locations

January 18

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

March 15

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

June 7*

9:00 a.m. – TBD

July

Subject to Call

August

Board Retreat – TBD

September 20

9:00 a.m. – Harold Washington College, Chicago

December 6

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.

Item #12.2 - Authorization to Enter into Interagency Contracts and/or Agreements

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 2019.

Item #12.3 - Authorization to Transfer Funds Among Line Items

The Illinois Community College Board hereby authorizes its Executive Director to transfer funds among fiscal year 2019 appropriated operating line items, as needed.

Item #12.4 - Authorization to Enter into Contracts for Office Operations

The Illinois Community College Board approves the following Fiscal Year 2019 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	\$558,434	7/1/18 - 6/30/19	Rental of Office Space
GRF	Sorling, Northrup, Hanna, Cullen & Cochran Ltd.	\$190/hr	7/1/2018 - 6/30/19	Legal, as needed (not used in FY17 or FY18)
GED/GRF	Turn-Key Solutions International, Inc.	\$161,000	7/1/18 - 6/30/19	Sole Source Provider: High School Equivalency Testing data submission to feds

*Amounts are estimated based on the Fiscal Year 2018 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.

A roll call vote was taken with the following results:

Guy Alongi	Yea	Doug Mraz	Yea
Jim Ayers	Yea	Suzanne Morris	Yea
Terry Bruce	Yea	Oscar Lopez	Yea
Teresa Garate	Yea	Laz Lopez	Yea
Dustin Heurman	Yea		

The motion was approved.

Item #13 - Information Items

There was no discussion.

Item #13.1 - Fiscal Year 2018 Financial Statements

Item #13.2 - Fiscal Year 2018 Spring Enrollment Report

Item #13.3 - Academic Year 2017 Dual Credit Report

Item #13.4 - Final Adult Education Strategic Plan

Item #13.5 - Transitional Math Competencies

Item #14 - Other Business

There was no other business.

Item #15 - Public Comment

There was no public comment

Item#16-Executive Session

Item #16.1 - Employment/Appointment Matters

Suzanne Morris made a motion, which was seconded by Doug Mraz, to approve the following 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.

A roll call vote was taken with the following results:

Guy Alongi	Yea	Doug Mraz	Yea
Jim Ayers	Yea	Suzanne Morris	Yea
Terry Bruce	Yea	Oscar Lopez	Yea
Teresa Garate	Yea	Laz Lopez	Yea
Dustin Heurman	Yea		

The motion was approved. The Board entered into executive session at 11:05 am. Ann Knoedler and Karen Anderson were asked to stay in the meeting.

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Terry Bruce made a motion, which was seconded by Teresa Garate, to reconvene Public Session at 11:24 a.m.

A roll call vote was taken with the following results:

Guy Alongi	Yea	Doug Mraz	Yea
Jim Ayers	Yea	Suzanne Morris	Yea
Terry Bruce	Yea	Oscar Lopez	Yea
Teresa Garate	Yea	Laz Lopez	Yea
Dustin Heurman	Yea		

The motion was approved.

Item #17 - Executive Session Recommendations

Item #17.1 - Employment/Appointment Matters

Terry Bruce made a motion, which was seconded by Dustin Heurman, to approve the following motion:

The Illinois Community College Board will consider cost of living increases for staff based on the current Employment Cost Index by the US Bureau of Labor Statistics on an annual basis to recruit and maintain a quality workforce.

Item #9.1
September 21, 2018

The Illinois Community College Board hereby authorizes the Executive Director to increase staff salaries and adjust ranges, as necessary, on July 1 for FY 2019 by the current Employment Cost Index reported by the US Bureau of Labor Statistics. This increase will not be lower than one percent (1%) or greater than three percent (3%), pending budget authority.

A roll call vote was taken with the following results:

Guy Alongi	Yea	Doug Mraz	Yea
Jim Ayers	Yea	Suzanne Morris	Yea
Terry Bruce	Yea	Oscar Lopez	Yea
Teresa Garate	Yea	Laz Lopez	Yea
Dustin Heuerman	Yea		

The motion was approved.

Item #18 - Adjournment

Terry Bruce made a motion, which was seconded by Dustin Heuerman, to adjourn the Board meeting at 11:26 a.m.

A roll call vote was taken with the following results:

Guy Alongi	Yea	Doug Mraz	Yea
Jim Ayers	Yea	Suzanne Morris	Yea
Terry Bruce	Yea	Oscar Lopez	Yea
Teresa Garate	Yea	Laz Lopez	Yea
Dustin Heuerman	Yea		

The motion was approved.