APPROVED

Agenda

461st Meeting of the

Illinois Community College Board

The Westin Chicago/Lombard

Cypress Room 70 Yorktown Ctr

Lombard, IL

June 7, 2024

**RECOMMENDED ACTION**

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the June 7, 2024, meeting as recorded.

**Item #1 – Roll Call and Declaration of Quorum**

Chair Lopez called the Board meeting to order at 9:33 a.m. and asked Ann Knoedler to call roll. The following Board members were present: Maureen Banks, Mara Botman, Craig Bradley, George Evans, An-Me Chung, Marlon McClinton, Sylvia Jenkins, Larry Peterson, and Nick Kachiroubas were present. Teresa Garate was not present during the time of roll call. Wes Eggert, Student Board member, was absent. A quorum was declared.

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

Chair Lopez welcomed everyone to the June 7th Board meeting. Chair Lopez stated it was is a great opportunity for the Board to be in attendance at the IL Community College Trustees convention, with the Trustees and Community College Presidents. Chair Lopez will be attending the Awards banquet to make a few remarks. As a K12 representative, Chair Lopez plans on giving his unique perspective on his vision on dual credit.

Another General Assembly session has concluded, where there were countless bills, negotiations, considerations, and discussions about items affecting community colleges. On behalf of the ICCB, Chair Lopez thanked Governor Pritzker and the General Assembly for continuing to prioritize education in the state. ICCb staff will be giving a brief presentation on the final budget.

There are a lot of important items on the agenda as well as Executive Session, which the Board will go into at the end of the Board meeting to discuss the Executive Director’s evaluation. Brian Durham will provide his annual update on the Board Goals and the Board will also be appointing a vice chair for the Board during this meeting.

**Item #5 - Acknowledgments**

**Item #5.1 - Maureen Broderick, President, Illinois Community College Trustees Association**

Dr. Lopez noted that Maureen Broderick was not present at this time. She is the outgoing President of the Illinois Community College Trustees Association, and Dr. Lopez expressed appreciation for her efforts this past year.

**Item #5.2 - Dr. David Sam, President, Illinois Council of Community College Presidents**

Dr. Lopez presented Dr. David Sam, outgoing President, Illinois Council of Community College Presidents, with a certificate of recognition for his service to the Board and system and expressed appreciation for his efforts this past year.

**Item #5.3 - Mr. Dan Deasy, Chair,** **Adult Education and Family Literacy Council**

Dr. Lopez presented Mr. Dan Deasy, outgoing President, Adult Education and Family Literacy Council, with a certificate of recognition for his service to the Board and system and expressed appreciation for his efforts this past year.

**Item #3 - Board Member Comments**

There were no Board comments

**Item #4 – Executive Director Report**

Executive Director Brian Durham did not give any comments due to his lengthy report on the Board Goals.

**Item #4.1 - Illinois Community College Board Goals Annual Update**

Executive Director Brian Durham gave an update and review of the progress on all the ICCB Board goals. This update occurs annually during the June Board meeting. A brief presentation was provided to the Board along with a handout highlighting the most recent progress toward the achievement of these goals. A more in-depth written report was also included in the Board materials. The document provides supplementary information and additional details around key aspects of the goals. The goals also overlap significantly, as each specific program has implications for all three Board goals. In addition, the agency performs several core functions that were also briefly described prior to the specific discussion on each goal.

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Board member Teresa Garate arrived at the meeting at 9:40 a.m.

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**Item #2.1 - Nomination of the Illinois Community College Board Vice Chair**

Larry Peterson nominated Teresa Garate for the position of Vice Chair of the Illinois Community College Board, which was seconded by Sylvia Jenkins. Seeing as there were no other nominations, Chair Lopez closed the floor for nominations.

The motion to nominate and elect Teresa Garate for the position of Vice Chair of the Illinois Community College Board was approved via voice vote with the following results:

Maureen Banks Yea Sylvia Jenkins Yea

Mara Botman Yea Marlon McClinton Yea

George Evans Yea Larry Peterson Yea

Craig Bradley Yea Nick Kachiroubas Yea

An-Me Chung Yea Lazaro Lopez Yea

The motion was approved.

**Item #6 - Advisory Organizations**

**Item #6.1 - Illinois Council of Community College Presidents**

Dr. David Sam stated that during their last meeting the Trustees had a list of topics for discussion such as, dual credit, undocumented students, business enterprise program, and common course numbering. Their next meeting is today, which the new president will take over. The new President is Keith Cornille. On a personal note, Dr. Sam announced he will be retiring as President of Elgin Community College on July 3, 2024.

**Item #6.2 - Adult Education and Family Literacy Council**

Mr. Dan Deasy stated at their last meeting, the council was presented with all of final recommendations from each subcommittee. The Council took the time during the meeting to discuss each recommendation.

**Item #6.2 – Illinois Community College Trustees Association**

Mr. Jim Reed stated that today and tomorrow the ICCTA is holding their annual convention so this was a quick update. During their last meeting he provided updates. The group heard updates from each committee, Nominating Committee, Finance Committee, Diversity Committee, Government Relations and Public Policy Committee, Executive Committee, and Awards Committee. During the roundtable, the Trustees had a list of topics for discussion such as, business enterprise program, NSF funding at the Federal level, and baccalaureate degree. During the convention, the group will hold an executive committee meeting, a seminar, and during the Board meeting Saturday, there will be a transitioning of officers. There will also be an awards banquet where Dr. Laz Lopez will be speaking.

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At this time, the Board took a break at 10:43 a.m. and returned at 10:53 a.m.

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**Item #7 - Committee Reports**

**Item #7.1 - Academic, Workforce, and Student Support**

The committee met on the morning of June 7th at 8:00a with Marlon McClinton, Maureen Banks, Craig Bradley and Nick Kachiroubas in attendance. The committee discussed the following: High School Equivalency Rules: Preparing rules for board approval in September; Workforce Education – Adult Education Update: Collaborating on digital literacy - $20 million from US Dept of education, $35.5 million from state of Il Scholars, $2 million from State expanding distance education, $750,000 expansion of English language acquisition programs-74 providers across 600 locations, Served 59,100 students; Significant accountability measures regarding these dollars due to many individuals served are not in the workforce, which exceeded performance targets; Rev Up EVs Initiative: $9.4 million in grants to community colleges on EV technology programs, engaging 347 employers and have 1997 students enrolled; Academic Affairs – Student Services Dashboard Survey: Spring, financial literacy FASFA Application launched; New Units; Workforce Equity Initiative NOFO - due, June 18th, Provides opportunity to obtain a college degree in a high wage, high demand area, complete in less than one year, and 60% of individuals must be African American, fifth year of the grant.

**Item #7.2 - Finance, Budgeting, Accountability and External Affairs**

The committee met on the morning of June 7th at 8:00a with Larry Peterson, Sylvia Jenkins, and An-Me Chung in attendance. The following items were discussed: Marketing & Communications Update; the ICCB has a tent at the IL State fair; Adequacy and Equity in Community College Funding Work Group; ICCB 2023 Dual Credit Report; Authorization to Enter into Contracts and Transfer Funds Among Lines, which is on the agenda for approval; Spring 2024 Legislative Update; and FY 24 Budget Update.

**Item #7.2a - Legislative and Fiscal Year 2025 Budget**

Jennifer Franklin, Deputy Director for Finance and Operations, provided a presentation during the board meeting that highlighted the fiscal year 2025 budget for higher education.

Matt Berry provided an oral presentation on significant higher education legislation adopted during the Spring 2024 session

**Item #8 - Adequacy and Equity in Community College Funding Working Group**

Nick Kachiroubas made a motion, which was seconded by Craig Bradley, to approve the following motion:

The Illinois Community College Board hereby directs the Executive Director to form an Adequacy and Equity in Funding Working Group, and to convene this working group in an effort to complete its charge based upon the terms herein. The Board further charges the Executive Director to see that the work is completed and presented to the Board no later than March 31, 2025.

The motion was approved via unanimous voice vote.

**Item #9 - New Units**

Teresa Garate made a motion, which was seconded by George Evans, to approve the following motion:

**Item #9.1 -** **Danville Area Community College, Elgin Community College, Harper College, College of Lake County, Lake Land College, Lewis and Clark Community College, Prairie State College**

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

**PERMANENT PROGRAM APPROVAL**

**Danville Area Community College**

* Speech-Language Pathology Assistant A.A.S. degree (63 credit hours)

**Elgin Community College**

* Magnetic Resonance Imaging A.A.S. degree (66 credit hours)

**Harper College**

* Aviation Maintenance Tech A.A.S. degree (72 credit hours)
* Airframe & Powerplant Technician Certificate (51 credit hours)
* Airframe Technician Certificate (36 credit hours)
* Powerplant Technician Certificate (36 credit hours)
* Aviation Management A.A.S. degree (60 credit hours)

**College of Lake County**

* Hospitality Management A.A.S. degree (62 credit hours)

**Lake Land College**

* Automotive Technician II Certificate (30 credit hours)
* Surgical Technology A.A.S. degree (60 credit hours)

**Lewis & Clark Community College**

* Human Services A.A.S. degree (60 credit hours)
* Human Services Generalist Certificate (33 credit hours)

**Prairie State College**

* Paramedicine A.A.S. degree (60 credit hours)
* Paramedicine Certificate (31 credit hours)

The motion was approved via unanimous voice vote.

**Item #10 - Adoption of Minutes**

Craig Bradley made a motion, which was seconded by Teresa Garate, to approve the following motion:

**Item #10.1 - Minutes of the March 22, 2024 Board Meeting**

The Illinois Community College Board hereby approves the Board minutes of the March 22, 2024, meeting as recorded.

**Item #10.2 - Minutes of the March 22, 2024 Executive Session**

The Illinois Community College Board hereby approves the Executive Session minutes of the March 22, 2024 meeting as recorded.

The motion was approved via unanimous voice vote. Nick Kachiroubas abstained.

**Item #11 - Consent Agenda**

Craig Bradley made a motion, which was seconded by Teresa Garate, to remove item #11.1- Calendar Year 2025 Board Meeting Dates and Locations, and approve the following items:

**Item #11.2 - 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 2025.

**Item #11.3 - Authorization to Transfer Funds Among Line Items**

The Illinois Community College Board hereby authorizes its Executive Director to transfer funds among fiscal year 2025 appropriated operating line items, as needed.

**Item #11.4 - Authorization to Enter into Contracts for Office Operations**

The Illinois Community College Board approves the following Fiscal Year 2025 contractual agreements:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Funding Source** | **Contractor** | **Estimated**  **Amount\*** | **Contract Period** | **Description** |
| All funds  /allocated | IL Community College System Foundation | $618,586 | 7/01/24 – 6/30/25 | Rental of Office Space (+4th Flr) |
|  |  |  |  |  |
| GED/GRF | Turn-Key Solutions International, Inc. | $239,767 | 7/01/24 – 6/30/25 | *Sole Source Provider:*  High School Equivalency Testing Data submission to feds |
|  |  |  |  |  |
| Adult Ed /Federal | Turn-Key Solutions International, Inc. | $26,640 | 7/01/24 – 6/30/25 | *Sole Source Provider*:  Data submission to feds |
| GRF/Allocated | Sorling Northrup | $30,000 | 7/01/24 – 6/30/25 | *Sole Source Provider:*  ICCB Legal Services |
| 339-Contracts & Grants | Mursion | $35,000 | 1/10/25 – 1/10/26 | *Sole Source Provider:*  Access to Mursion Software: immersive virtual reality training |
|  |  |  |  |  |
| EDP | Executive Information Systems | $23,872 | 7/01/24 – 6/30/25 | *Master Contract:*  SAS Server License |
|  |  |  |  |  |
| ILDS/SCTE/Fed Trust | TBD | $60,000 | 7/01/24 – 6/30/25 | Communications Consultant |
|  |  |  |  |  |
| GRF | Crowe LLP | $40,000 | DOE – 12/31/24 | *Master Contract:*  FY24 GAAP Package Preparation |
|  |  |  |  |  |
| GED/GRF | GED Testing Services, LLC. | $400,000 | 7/01/24 – 6/30/25 | *Sole Source Provider:*  ILSAVE Discount Program for GED Testing |
|  |  |  |  |  |

\*Amounts are estimated based on the Fiscal Year 2024 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.

**Item #11.5 - Appointment of New Member to Illinois Community College Board**

The Illinois Community College Board hereby authorizes the Executive Director to make the below appointment due to a vacancy on the MIS/Research and Illinois Longitudinal Data System Advisory Committee.

Brittany Jackson Kairis, Associate Vice Chancellor, Decision Support, City Colleges of Chicago (2024)

The motion was approved via unanimous voice vote.

**Item #11 - Consent Agenda**

Marlon McClinton made a motion, which was seconded by Craig Bradley, to approve the following corrected item:

**Item #11.1 - Calendar Year 2025 Board Meeting Dates and Locations**

The Illinois Community College Board hereby approves the Calendar Year 2025 Board Meeting Dates and Locations listed below, including the change in september:

**Calendar Year 2025 Board Meeting Dates and Locations**

**January 31**

9:30 a.m. – Harry L. Crisp II Community College Center, Springfield

**March 21**

9:30 a.m. – Carl Sandburg College, Galesburg

**June 6**

9:30 a.m. – Marriott Convention Center - Bloomington/Normal – ICCTA Convention

**July**

Subject to Call

**August**

Board Retreat – TBD

**~~September 27~~ September 26**

~~9:30 a.m. – Lewis and Clark Community College, Godfrey~~

9:30 a.m. – Kaskaskia College, Centralia

**December 5**

9:30 a.m. – Harry L. Crisp II Community College Center, Springfield

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

The motion was approved via unanimous voice vote.

**Item #12 - Information Items**

There was no discussion.

**Item #12.1 - Fiscal Year 2024 Financial Statements**

**Item #12.2 - Basic Certificate Program Approval approved on behalf of the Board by the**

**Executive Director**

**Item #12.3 - ICCB 2023 Dual Credit Report**

**Item #12.4 - Spring 2024 Legislative Report**

**Item #12.5 - Early Childhood Access Consortium for Equity Report**

**Item #12.6 - SFY2024 Adult Education and Literacy Advisory Council Recommendations Report**

**Item #12.7 - Perkins V State Plan 2025-2028 and Proposed SDLPS**

**Item #13 - Other Business**

There was no other business.

**Item #14 - Public Comment**

There was no public comment.

**Item #15 - Executive Session**

Nick Kachiroubas made a motion, which was seconded by Maureen Banks, to approve the following motion:

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

A voice vote was taken with the following results:

Maureen Banks Yea Sylvia Jenkins Yea

Mara Botman Yea Marlon McClinton Yea

George Evans Yea Larry Peterson Yea

Craig Bradley Yea Nick Kachiroubas Yea

An-Me Chung Yea Lazaro Lopez Yea

Teresa Garate Yea

The motion was approved. The Board entered executive session at 11:35 a.m.

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Mara Botman made a motion, which was seconded by Maureen Banks, to reconvene Public Session at 11:46 a.m.

A voice vote was taken with the following results:

Maureen Banks Yea Sylvia Jenkins Yea

Mara Botman Yea Marlon McClinton Yea

George Evans Yea Larry Peterson Yea

Craig Bradley Yea Nick Kachiroubas Yea

An-Me Chung Yea Lazaro Lopez Yea

Teresa Garate Yea

The motion was approved.

**Item #16 - Executive Session Recommendations**

**Item #16.1 - Employment/Appointment Matters**

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

The Illinois Community College Board authorizes the Executive Director to implement a cost-of-living adjustment of 4.6% to all staff and adjust ranges as necessary, pending budget authority on July 1 for FY 2025.

A roll call vote was taken with the following results:

Maureen Banks Yea Sylvia Jenkins Yea

Mara Botman Yea Marlon McClinton Yea

George Evans Yea Larry Peterson Yea

Craig Bradley Yea Nick Kachiroubas Yea

An-Me Chung Yea Lazaro Lopez Yea

Teresa Garate Yea

The motion was approved.

**Item #17 - Adjournment**

Craig Bradley made a motion, which was seconded by Marlon McClinton, to adjourn the Board meeting at 11:47 a.m.

The motion was approved via unanimous voice vote.