

APPROVED

Minutes of the 419<sup>th</sup>  
Meeting of the  
Illinois Community College Board  
Sauk Valley Community College  
Room 2K2  
173 Illinois Route 2  
Dixon, IL  
September 16, 2016

**RECOMMENDED ACTION**

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the September 16, 2016 meeting as recorded.

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

Chair Laz 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: Terry Bruce, Suzanne Morris, Nick Kachiroubas, Dustin Heuerman, Doug Mraz and student Board member Ugne Narbutaite. Board members Ann Kalayil, Cheryl Hyman, Guy Alongi, Teresa Garate, and Jake Rendleman were absent. A quorum was declared.

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

Chair Lopez thanked Sauk Valley Community College for hosting the ICCB's September Board meeting and for the mementos.

Chair Lopez stated he was very pleased with the outcome and great participation of Board members at the August 2016 Board Retreat. It was a very productive meeting.

**Item #3 - Welcoming Remarks from Dr. David Hellmich, President of Sauk Valley Community College**

**Item #3.1 - Highlights of Sauk Valley Community College's Success in Partnerships**

Dr. David Hellmich began by welcoming the ICCB to Sauk Valley Community College (SVCC). This is Dr. Hellmich's second year as the President of Sauk Valley Community College. The college still mourns their former Chairman Andrew Bollman, who recently tragically passed away.

Like everyone else, these are challenging times in regards to budget problems for Sauk Valley Community College. Two years ago, when the College was supposedly fully funded by the State, the SVCC actually received only 17 percent of their budget that was supposed to come from the State. Even with decreased enrollment, the College was able to break even. Last year, the College received four percent of their funding from the state. With decreased enrollment, Sauk Valley found itself with a \$1.6 million dollar deficit.

However, thanks to Dr. Hellmich's predecessor, Dr. George Mihel, there was no need to discuss the option of lay-offs like at some colleges. This year, Sauk Valley received five percent of their funding from the state, which will put them in a \$1.9 million dollar deficit. Administration will be having discussions on the options of how to cut hundreds of thousands of dollars from this year's budget and how to cut a million dollars from next year's budget.

At the same time, this is an opportunity to refocus on how to be more involved in the community. SVCC has had several very important partnerships established last year. Last November, the College partnered with a few of the surrounding cities to put together a strong proposal to be a Small Business Development Center (SBDC). Currently, the College is now a center for small business development. Sauk Valley Community College has also partnered with the three area chambers of commerce to start community programs. The College has started an extended internship program for manufacturing with the involvement of several area manufacturers. Finally, the College has partnered with the area's YMCAs and will soon be launching an extension of the YMCA, which will be located on the campus.

To conclude his presentation, Dr. Hellmich played the college's new mission statement video for the Board.

**Item #4 – Election of the ICCB Board member representative on the Illinois Community College Foundation Board**

Douglas Mraz made a motion to nominate and elect Dustin Heurman for the position of representative on the Illinois Community College Foundation Board, which was seconded by Terry Bruce. Suzanne Morris made a motion, which seconded by Nick Kachiroubas, to close the floor for nominations:

A roll call vote was taken with the following results:

Terry Bruce	Yea	Doug Mraz	Yea
Dustin Heurman	Abstain	Suzanne Morris	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
		Laz Lopez	Yea

The motion to nominate and elect Dustin Heurman as the new ICCB Board member representative on the Illinois Community College Foundation Board was approved. Student advisory vote: Yes. Dustin Heurman abstained.

**Item #5 – Board Members Comments**

The Board thanked Sauk Valley Community College for hosting the ICCB's September Board meeting and also welcomed the new student Board member, Ugne Narbutaite, to her first official meeting.

**Item #6 – Executive Director Report**

Dr. Karen Hunter Anderson began by thanking Sauk Valley Community College and Dr. Hellmich for hosting the meeting today. She also welcomed Ugne Narbutaite, student Board member, to her first official board meeting. Dr. Anderson also stated that the system continues to mourn the loss of the ICCTA past president, Andrew Bollman. As the system began the celebration of the 50th anniversary, Andrew spoke eloquently about his experience at Sauk Valley Community College. He will be greatly missed. One of the issues that have consumed an incredible amount of time these last few weeks has been the closure of ITT Technical Institute. Recently, Dr. Anderson sent the Board an update on the actions taken by the courts and information about the access to student records.

Last Friday, Dr. Anderson participated in a press conference at Malcolm X College with Senator Durbin and Attorney General Madigan. Senator Durbin has asked the Illinois Community Colleges to step up to the plate to assist with the ITT Tech students who were displaced. The ICCB staff has been overwhelmed with calls. Many of them are from students who just want to talk to someone. It is not only students who were left with an uncompleted degree or certificate, but it is also students who have graduated from ITT Tech and are questioning the value of their degrees. They also have significant issues in trying to get their transcripts and other documentation needed to complete programs, get licensure, or transfer to four year programs. The ICCB also provided a directory of students by district to the colleges, who have reached out individually to these students and are hosting a number of information and advising sessions to help students determine their options. Information will continue to be provided to the system as the ICCB receives it.

\* \* \* \* \*

Board member Ann Kalayil arrived to the Board meeting at 9:25 a.m.

\* \* \* \* \*

Another time "consumer" has been the work ICCB staff has been doing with the Governor's Cabinet on Children & Youth. The Children's Cabinet has three subgroups who are working toward aligned goals:

1. Health & safety
2. Self sufficiency
3. Well-educated

The Governor's Office has designated Dr. Anderson as the goal leader and Dr. Durham as the goal aide for the well-educated subgroup. In addition, Jennifer Foster is working on the self-sufficiency workgroup. The projects under consideration for the well-educated subgroup include:

1. Early childhood education workforce development
2. Apprenticeships
3. Focus on at-risk youth

Each of these projects are proposed because they can have a broad impact on students and educational systems, can cut across agencies, and would benefit from cross-agency collaboration. The ICCB will establish key indicators to track progress. With the work that ICCB is doing on the Workforce Education Strategic Plan, alignment with the new WIOA, adult education, and maybe soon the new Perkins regulations, ICCB is positioned to make a big impact on these specific projects. In addition, the Governor's Office has convened a working group of the leadership at the three postsecondary education agencies, ICCB, IBHE, and ISAC. This group has identified several areas of focus to improve enrollment and completion at our institutions of higher education, many of which support our board goals:

1. Targeted marketing
2. Bridge programs
3. One-stop center integration
4. 2 + 2 agreements
5. High school to college alignment

There has been progress made on the Board goals. There will be an update provided on the progress at each Board meeting. At this time, Dr. Anderson distributed a document to the Board members. Pertaining to that document, all three goals now show progress, not aspirations. The status has been changed to:

1. In progress
2. Pending
3. Stalled

The checkmarks indicated target completion dates. Note the one item that is listed as stalled is our work on a Prior Learning Assessment Collaboration between Harper College and CAEL (Center for Adult and Experiential Learning). Dr. Anderson recently sent out a memo to the Board asking for input on ICCB's FY17 legislative agenda.

One of the legislative topics was the offering the Bachelor of Science in Nursing (BSN) at community colleges. That was a topic of discussion last year with the Presidents, the Trustees, and the Board, but was put on hold as the system dealt with the budget issues. The topic has resurfaced, so ICCB staff will be addressing that at the November meeting.

In conclusion, Dr. Anderson informed the Board that she will be traveling to China in October to present at the 2016 International Conference on Water Resource and Hydraulic Engineering. She will be presenting on IGEN (the Illinois Green Economy Network), on the demand for employee training in water resource management, and on the curricula for programs, certificates and degrees that address water resources, such as soil and water conservationists, hydrology, hydropower, and storm water certificates.

**Item #6.1 – Acknowledgement of Ms. Krista Winters, President, Illinois Community College Faculty Association**

Dr. Anderson presented Ms. Krista Winters, outgoing President of the Illinois Community College Trustees Association, with a certificate of recognition for her service to the Board.

**Item #7 - St. Louis Higher Education Center Update**

State Community College of East St. Louis was officially created on August 8, 1969 and classes began in September, 1969. State Community College was funded entirely by state revenues and student tuition. On July 1, 1996 State Community College was closed and Metropolitan Community College was opened. It was established as a Class I community college district and was funded by state, local, and student revenues.

Following a recognition visit and several focused recognition visits, the ICCB found severe financial and reporting mismanagement, and recognition was interrupted. Metropolitan Community College was closed in October, 1998, and the East St. Louis Higher Education Center was opened. The Higher Education Center is run by the ICCB through grants given for administration, education, and student services. The ICCB selected the Southern Illinois Collegiate Common Market (SICCM) to provide the administration, student services, and the operation and maintenance for the East St. Louis Community College Center. In 2001, SIU-E spent \$27M to renovate and build a dental and medical educational facility on the campus. Since then, they have increased their presence by opening a charter high school, Head Start, Upward Bound, and other educational programs on the campus. The ICCB has partnered with SUI-E to share resources such as space, campus security, and maintenance.

In FY16, there was no budget for the East St. Louis Higher Education Center, and SICCM was forced to lay off staff and close the doors of the facility. In the StopGap budget for FY17, the ICCB received \$1.4M for the campus but was later informed by the Governor's Office of Management and Budget and the budget negotiators of the four legislative caucuses that the funding was to be reduced by fifty-percent to equal the amount that the majority of grantees received statewide for state programs, which ended up being about \$750,000. Due to this reduction in funding, the ICCB staff is proposing to enter into agreements with SUI-E and a few local community colleges for select educational programs and limited administrative functions. With the approval by the Board to expand services, more certificate programs will be offered in needed careers areas.

Nick Kachiroubas made a motion, which was seconded by Ann Kalayil, to adopt the following motion:

The Illinois Community College Board hereby authorizes the Executive Director to enter into agreements with Southern Illinois University-Edwardsville and community colleges to provide district residents with access to community college educational services.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heurman	Yea	Doug Mraz	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Student Advisory vote: Yea.

**Item #8 - Approval of Designated Emergency Funds**

Public Act 99-0524 is the “StopGap” budget for the State of Illinois. It includes appropriations for the community college system and the adult education providers. Included is an appropriation for \$20M to the Illinois Board of Higher Education (IBHE): “For payment to public universities and community colleges to provide for financial support for essential operations as determined by the Board in accordance with Section 9.35 of the Board of Higher Education Act.” Public Act 99-0523 referred to as the FY17 Budget Implementation Bill requires that the IBHE consult with the ICCB for community college financial emergencies.

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

**WHEREAS**, the State of Illinois budget for fiscal year 2016 was not passed until April 2016 and was \$201M less than the last full State budget passed in fiscal year 2015; and

**WHEREAS**, the State of Illinois budget for fiscal year 2017 includes partial year funding and was \$160M less than the last full year State budget passed in fiscal year 2015; and

**WHEREAS**, the primary revenue source for the fiscal year 2017 operating grants is from the Personal Property Replacement Tax Fund which will cause a \$3M loss in local revenue statewide for the system; and

**WHEREAS**, every community college in the State has made reductions to staff, programs, and services; and

**WHEREAS**, the State of Illinois backlog of fiscal obligations ended fiscal year 2015 at \$-4.0B; and

**WHEREAS**, the State of Illinois backlog of fiscal obligations ended fiscal year 2016 at \$-7.6B; and

**WHEREAS**, the State of Illinois backlog of fiscal obligations ended September 14, 2016 at \$-8.7B; therefore, be it

**RESOLVED** by the **ILLINOIS COMMUNITY COLLEGE BOARD ON THIS 16<sup>TH</sup> DAY OF SEPTEMBER IN THE YEAR TWENTY-SIXTEEN**, that on behalf of the system by way of general declaration the Illinois Community College System is in a state of financial emergency due to the drastic loss of State revenues over the last two years; and be it further

**RESOLVED** that each community college can adopt a resolution stating that fact for the sole purpose of qualifying for and satisfying statutory requirements for the twenty million dollar appropriation that can be allocated to colleges and universities declaring a state of financial emergency; and be it further

**RESOLVED** that this resolution or any local resolution should not be considered a reason or grounds by any external agency to cause a review or visit; and be it further

**RESOLVED** that the Illinois Community College Board authorizes its Executive Director to refer recommendations to the Illinois Board of Higher Education for funding, as it relates to Article 149, Section 10 of Public Act 99-0524.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Doug Mraz	Yea
Dustin Heurman	Yea	Suzanne Morris	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Student Advisory vote: Yea.

**Item #9 - Approval of Mandatory Community College Trustee Training Process**

Section 3-8.5 of the Public Community College Act is new legislation that will be effective January 1, 2017. It requires trustees elected or appointed to local community college boards after January 1, 2017 to complete four hours of training every two years. The training can be provided by the Illinois Community College Trustees Association (ICCTA) or any provider approved by the ICCB, in consultation with the ICCTA.

Nick Kachiroubas made a motion, which was seconded by Dustin Heurman, to adopt the following motion:

The Illinois Community College Board hereby authorizes the Executive Director to establish minimum training requirements, subject matter, and credentials for individuals and entities requesting to be an approved provider of trustee leadership training by the Board.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heurman	Yea	Doug Mraz	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Student Advisory vote: Yea.

\* \* \* \* \*

The Board took a break at 10:24 a.m. and returned at 10:37 a.m.

\* \* \* \* \*

**Item #10 - Approval of the new ICCB Board Committees**

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

The Illinois Community College Board hereby approves the following new committee structure and descriptions:

1. **The ICCB Academic, Workforce, and Student Support Committee** - will address issues in academic affairs, adult education, student services, policy studies and research, and workforce. This committee will examine policy, data and reporting, student topics and other support related activities that may have an impact on the Boards goals as well as functions within community colleges and other provider systems. The examinations may include, but are not limited to, approval of plans, units of instruction, data and reporting, policies that affect programs, and legislative needs. Issues will be brought to the committee that may require input and/or approval by the committee and subsequent approval by the Board. The committee will include members of the Board, as assigned by the chairperson, and one committee member will serve as the chair of the committee. The committee chair will be responsible for reporting to the Board. Each committee will be staffed by employees of the ICCB. The agenda will be developed by the staff members assigned to the committee, in consultation with the committee chair. When specific issues cut across board committees, the Executive Director will determine which board committee will address the topic; and
  
2. **The ICCB Finance, Operations, and External Affairs Committee** - has two primary responsibilities. The first is to approve ICCB office contracts over \$25,000; evaluate funding policies; and review state funding formulas, distributions to colleges, grant agreements, and inter-governmental agreements. The second primary responsibility of the committee is to direct staff in setting an overall State legislative agenda annually. Other important items of discussion for the committee will include, but are not limited to, public information plans and strategies, federal legislation, ethics and training, administrative rule changes, audit review, and human resources issues at a macro level. Issues will be brought to the committee that may require input and/or approval by the committee and subsequent approval by the Board. The committee will include members of the Board, as assigned by the chairperson, and one committee member will serve as the chair of the committee. The committee chair will be responsible for reporting to the Board. Each committee will be staffed by employees of the ICCB. The agenda will be developed by the staff members assigned to the committee, in consultation with the committee chair.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heurman	Yea	Doug Mraz	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Student Advisory vote: Yea.

**Item #11 – Illinois Board of Higher Education Report**

As the ICCB designee to the Illinois Board of Higher Education (IBHE), Dr. Teresa Garate was not available to give the report.

**Item #12 – Advisory Organizations**

**Item #12.1 – Illinois Community College Faculty Association (ICCFA)**

Krista Winters briefly stated that the ICCFA will conduct their fall conference on October 27-28 at the Crowne Plaza in Springfield. Attendees are about the same as last year. The Association has not received dues from 14 colleges due to the budget. The final meeting will be conducted on October 14<sup>th</sup>.

**Item #12.2 - Illinois Council of Community College Presidents (ICCCP)**

Dr. Tom Ramage, President of Parkland College and the President of the ICCCP, stated the Council met last week with the ICCTA. To date, there are nine new Illinois Community College Presidents. The next meeting will be November 10-11 in Naperville. During the November meeting, the Council will have two guest speakers, Chris Welch and Thaddeus Jones. The Council will discuss their legislative agenda, which will include budget issues, the BSN, and MAP grants. The Council's next meeting will be the retreat in October being held in Peoria.

**Item #12.3 – Illinois Community College Trustees Association (ICCTA)**

Jim Endress, Trustee for Highland Community College and Vice-President for the ICCTA, gave the report. This past weekend was Trustee Andrew Bowman's funeral. The Association had a resolution approved and put together a video memorial in his honor. The Association discussed the mandatory four hour training and continued the BSN discussions. The next meeting will be held November 10-11 in Naperville. During this meeting, the Association will also have Robin Schwartz conduct an orientation for the new members.

**Item #12.4 – Student Advisory Council**

Ugne Narbitaite, student Board member, stated the Council conducted their final meeting last weekend. They conducted the elections for the new officers and had the President for ISU as a guest speaker. During Advocacy Day, the group conducted discussions on textbook affordability, opportunities for students to become more involved such as student mentoring, and awareness for domestic violence. During their next meeting, the group will discuss what worked and didn't work within their campuses.

**Item #13 - Cooperative Agreements**

**Item #13.1 - Comprehensive Agreement Regarding the Expansion of Educational Resources**

The Illinois Community College Board is requested to approve the CAREER agreement, inclusive of the following additions to the agreement, College of DuPage, Illinois Eastern Community Colleges, John A. Logan College, Shawnee Community College, and Southeastern Illinois College.

Dustin Heuerman made a motion, which was seconded by Nick Kachiroubas, to approve the following motion:



Agenda Item #11.1  
November 18, 2016

The Illinois Community College Board hereby approves the CAREER agreement including the additions of the College of DuPage, Illinois Eastern Community Colleges, John A. Logan College, Shawnee Community College, and Southeastern Illinois College, to the agreement.

A roll call vote was taken with the following results:

Terry Bruce	Abstain	Doug Mraz	Yea
Dustin Heurman	Yea	Suzanne Morris	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Terry Bruce Abstained. Student Advisory vote: Yea.

**Item #13.2 - Cooperative Agreement between Illinois Eastern Community College and John A. Logan College**

The Illinois Community College Board is requested to approve the cooperative agreement between Illinois Eastern Community Colleges and John A. Logan College.

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

The Illinois Community College Board hereby approves the cooperative agreement for instruction between Illinois Eastern Community Colleges and John A. Logan College.

A roll call vote was taken with the following results:

Terry Bruce	Abstain	Doug Mraz	Yea
Dustin Heurman	Yea	Suzanne Morris	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Terry Bruce Abstained. Student Advisory vote: Yea.

**Item #14 – New Units**

**Item #14.1 - College of DuPage, Harper College, Carl Sandburg College, Triton College**

Nick Kachiroubas made a motion, which was seconded by Dustin Heurman, 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**

College of DuPage

- Building Automation Systems Certificate (37 credit hours)

Harper College

- Surgical Technology A.A.S. degree (66 credit hours)

Carl Sandburg College

- Rail Off/Highway Motive Power Electrical Technician Certificate (32 credit hours)

Triton College

- Surgical Technology A.A.S. degree (63 credit hours)

A roll call vote was taken with the following results:

Terry Bruce	Yea	Doug Mraz	Yea
Dustin Heurman	Yea	Suzanne Morris	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Student Advisory vote: Yea.

**Item #14.2 - Malcolm X College**

This is a 68 credit hour degree that requires 8 of those credit-hours to be work based learning in an actual hospital.

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

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

**PERMANENT PROGRAM APPROVAL**

Malcolm X College

- Health Information Technology A.A.S. degree (68 credit hours)

A roll call vote was taken with the following results:

Terry Bruce	Yea	Doug Mraz	Yea
Dustin Heurman	Yea	Suzanne Morris	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Student Advisory vote: Yea.

**Item #14.3 - Wabash Valley College**

Nick Kachiroubas asked if the guns were brought on campus, where they are stored, and if law enforcement would be guarding the area where the guns are stored. Terry Bruce explained this degree is the making of a 1911 military style pistol and AR15 assault rifle. The college has a partnership with Cabela's, who hire these students for employment. The guns are assembled then disassembled upon leaving, and there is no ammunition involved. The gun parts are kept in a safe room on campus with cameras, and the instructor has the key. Board member Kachiroubas suggested that the Board be provided with documentation from a law enforcement organization that appropriate safety measures are in place.

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

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

**PERMANENT PROGRAM APPROVAL**

Wabash Valley College

- Gunsmithing A.A.S. degree (63 credit hours)

A roll call vote was taken with the following results:

Terry Bruce	Abstain	Doug Mraz	Yea
Dustin Heurman	Yea	Suzanne Morris	Yea
Nicholas Kachiroubas	No	Ugne Narbutaite	Yea
Ann Kalayil	Abstain	Laz Lopez	Yea

The motion requires six members to vote Yea to be approved. Due to this requirement not being met, the motion did not pass. Terry Bruce and Ann Kalayil abstained. Student Advisory vote: Yea.

**Item #15 – Consent Agenda**

With the removal of Items #15.1 and #15.2, Doug Mraz made a motion, which was seconded by Terry Bruce to approve the consent agenda's following items:

**Item #15.3 - Minutes of the August 10, 2016 Board Retreat**

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

**Item #15.4 - Approval of the Disposal of the Verbatim Recording of Minutes**

The Illinois Community College Board hereby authorizes the Board Secretary to destroy all verbatim recordings of minutes from closed meetings no less than 18 months after the completion of the meeting.

**Item #15.5 - Certification on Eligibility for Special Tax Levy**

The Illinois Community College Board hereby authorizes the Executive Director to issue the annual certificates of eligibility for additional taxing authority to the community college districts meeting the following statutory criteria:

1. Received an equalization grant in fiscal year 2016 and/or received an equalization grant in fiscal year 2017; and
2. had combined educational and operations and maintenance purposes tax rates less than 29.97 cents per \$100 of equalized assessed valuation.

**Item #15.6 - Administrative Rule Changes - PBVS Credits by Community Colleges**

The Illinois Community College Board hereby approves the following amendment to the Administrative Rules of the Illinois Community College Board and authorizes its Executive Director to process the amendment in accordance with the Illinois Administrative Procedures Act.

**Section 1501.301 Definition of Terms**

Associate Degree. An "Associate Degree" is an award for satisfactory completion of a curriculum of 60 semester credit hours or more.

Agenda Item #11.1  
November 18, 2016

Associate in Applied Science Degree. An "Associate in Applied Science Degree" is an award for the satisfactory completion of a prescribed curriculum intended to prepare individuals for employment in a specific field.

Associate in Arts Degree. An "Associate in Arts Degree" is an award for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in one of the arts, humanities, or social or behavioral sciences or one of the professional fields with these disciplines as a base.

Associate in Fine Arts Degree. An "Associate in Fine Arts Degree" is an award for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in one of the fine arts: art, music, or theater.

Associate in Engineering Science Degree. An "Associate in Engineering Science Degree" is an award for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in engineering.

Associate in General Studies Degree. An "Associate in General Studies Degree" is an award for the satisfactory completion of a curriculum that has been individually designed by mutual agreement between the student and his/her college-appointed advisor to meet the student's educational intent.

Associate in Science Degree. An "Associate in Science Degree" is an award for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in one of the mathematical, biological, or physical sciences or one of the professional fields with these disciplines as a base.

Branch. A "branch" is an administrative unit of a college that has a continuing educational mission and serves as a secondary instructional site for the college.

Campus. A "campus" is an organized administrative unit of a college that has a continuing educational mission and serves as a primary instructional site for the college.

Certificate. A "certificate" is an award for satisfactory completion of a series of courses or curriculum of 50 semester credit hours or less.

General certificate. A "general certificate" is an award for satisfactory completion of a series of courses of 30 semester credit hours or less in adult basic education, adult secondary education, remedial education, vocational skills, or general studies.

Occupational certificate. An "occupational certificate" is an award for satisfactory completion of a prescribed curriculum intended to prepare an individual for employment in a specific field.

College. A "college" is a district's administrative unit that is authorized by the Illinois Board of Higher Education to grant postsecondary-level degrees and certificates, is recognized by the ICCB, and provides a comprehensive program of instruction in accordance with Section 101-2(e) of the Act.

Course. A "course" is a sequential presentation, through one or more instructional modes, of subject matter in a particular field to meet specific objectives within a designated time period, such as a semester or a quarter.

Agenda Item #11.1  
November 18, 2016

**Curriculum.** A "curriculum" is an approved unit of instruction consisting of a series of courses designed to lead to an associate degree or a certificate.

**Adult Basic Education.** An "Adult Basic Education" curriculum consists of basic skills courses designed to bring students to a competency of eighth-grade equivalency, including English as a Second Language instruction to a level of eighth-grade equivalency.

**Adult Secondary Education.** An "Adult Secondary Education" curriculum consists of courses designed to bring students to a competency of twelfth-grade equivalency, including English as a Second Language courses through the twelfth-grade equivalency and General Educational Development (GED) examination preparation.

**District Curriculum.** A "district curriculum" is a curriculum approved for offering within a district, on the basis of student interest, employment demand, and available resources within the district.

**General Studies.** A "General Studies" curriculum consists of courses designed to meet individual student goals, in the promotion of personal improvement and self-understanding.

**Regional Curriculum.** A "regional curriculum" is a curriculum approved for offering within a particular region of the state, on the basis of student interest and employment demand within the region.

**Remedial Education.** A "Remedial Education" curriculum consists of courses in computation, communication (i.e., writing and speaking), and reading, designed to improve the competency of high school graduates, or those persons achieving high school equivalency through standardized testing, to the level necessary for placement into communication and mathematics courses required of first-year college students. Remedial courses reiterate basic skills that students were expected to have mastered prior to entry into post-secondary education.

**Statewide Curriculum.** A "statewide curriculum" is a curriculum approved for offering on the basis of student interest and employment demand statewide.

**Educational Agency.** An "educational agency" is an agency, corporation, or other defined legal entity which offers instruction.

**Extension Center.** An "extension center" is an instructional site for the college that is used for offering some of the college's courses and/or programs for a limited duration.

**Internship/Practicum.** An "internship/practicum" is a course of planned and supervised training which allows the application of theory to actual practice and prepares a student for working independently in a specific career. The internship/practicum generally occurs after the student has completed 12 credit hours. It takes place at a regular worksite and instruction/supervision is shared by a college instructor/supervisor and a qualified employee at the worksite. Clinical practicums take place in a hospital or other medical/health facility and require close supervision/instruction/monitoring by a qualified college instructor.

**Laboratory.** A "laboratory" is a course of planned and supervised training in which students learn new methods or principles through experimentation, observation, and/or practice. A lab class can occur at the beginning, middle, or end of a particular course of study and may be a specially equipped room designed for experimentation, observation, and/or practice on the college campus or at the worksite.

Principal Site. The principal site is the official mailing address of the college.

Private Business Vocational School (PBVS). A “Private Business Vocational School (PBVS)” means a non-degree granting institution that is regulated and approved by the Board of Higher Education under the Private Business and Vocational Schools Act of 2012 and that is nationally accredited by an accreditor approved by the U.S. Department of Education.

PBVS Eligible Program. This refers to any of the six (6) programs listed in Section 1501.310 c)Acceptance of Credits, 1) – 6).

Public Service. "Public service" consists of noncredit classes and other activities of an educational nature, such as workshops, seminars, forums, exhibits, and the provision of college facilities and expertise to the community, designed to be of service to the public.

Research. "Research" consists of investigations or experiments to discover or interpret facts, to revise accepted theories, or to apply such revised theories.

Secondary School. A "secondary school" shall be used to mean private or parochial secondary school, public secondary school district, or public unit school district.

Unit of Instruction. A "unit of instruction" is any one of the following:

An organized program of study consisting of a sequence of courses that result in the award to a student of a certificate or an associate degree.

Any existing organized program of study offered at a new geographical location outside of the college district.

Any organized administrative entity that would have a continuing instructional mission, including but not limited to a college, campus, or branch.

Unit of Research or Public Service. A "unit of research or public service" is a college's subdivision such as a division, institute, or center that administers one (or more) research or public service program.

Vocational Skills. "Vocational Skills" consists of courses designed to provide short-term job entry training, to upgrade the skills of persons already employed, or to review skills for career re-entry.

**Section 1501.310 Acceptance of Private Business Vocational School Credits by Community Colleges in Select Disciplines.**

a) Board Approval. The Board may approve a PBVS Eligible Program as eligible for credit acceptance, when all of the following conditions have been met:

1) The PBVS has submitted all proper documentation and application materials that the Board requests.

2) The PBVS has met all required curriculum review procedures as specified by the Board as a part of the application process.

3) The PBVS has successfully completed a full term of national accreditation without probation, without being denied accreditation, and without withdrawing an application.

4) The Board has verified the institution's good standing during the period of its national accreditation.

5) The Institution has met all other application conditions as required by the Board.

b) Approval Decisions. All decisions of the Illinois Community College Board are final.

c) Acceptance of Credits. A college district shall accept up to 30 credit hours from a PBVS institution that has been approved by the Board if a student has completed one of the following programs at that institution: 1) Medical Assisting (PCS 1.2 / CIP 51.0801) 2) Medical Coding (PCS 1.2 / CIP 51.0713, or, CIP 51.0714 or, CIP 51.0707) 3) Dental Assisting (PCS 1.2 / CIP 51.0601) 4) HVAC (Heating, Ventilation, and Air Conditioning) (PCS 1.2 / CIP 47.0201) 5) Welding (PCS 1.2 / CIP 48.0508) 6) Pharmacy Technician (PCS 1.2 / CIP 51.0805)

d) Institutions may accept the credits as direct equivalent credits or prior learning credits, as determined by the institution and consistent with the accrediting standards and institutional and ICCB residency requirements of the Higher Learning Commission, other state and national accreditors, state licensing bodies, etc., as appropriate.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Doug Mraz	Yea
Dustin Heurman	Yea	Suzanne Morris	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Student Advisory vote: Yea.

### **Item #15 – Consent Agenda**

Doug Mraz made a motion, which was seconded by Dustin Heurman to approve the consent agenda's remaining two items:

#### **Item #15.1 - Minutes of the June 3, 2016 Board Meeting**

The Illinois Community College Board hereby approves the Board minutes of the June 3, 2016 meeting as recorded.

#### **Item #15.2 - Minutes of the June 3, 2016 Executive Session**

The Illinois Community College Board hereby approves the Executive Session minutes of the June 3, 2016 meeting as recorded.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Doug Mraz	Yea
Dustin Heurman	Yea	Suzanne Morris	Abstain
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Abstain
Ann Kalayil	Yea	Laz Lopez	Abstain

The motion was approved. Suzanne Morris, Laz Lopez, and Student Board member Ugne Narbutaite were not present for the June Board meeting, so they abstained.

**Item #16 - Information Items**

There was no discussion.

**Item #16.1 - Fiscal Year 2016 Financial Statements**

**Item #16.2 - Fiscal Year 2017 Financial Statements**

**Item #16.3 - Spring 2016 Legislative Update**

**Item #16.4 - Administrative Rule Changes - Freedom of Information Act**

**Item #17 – Other Business**

There was no other business.

**Item #18 – Public Comment**

There was no public comment.

**Item #19 – Executive Session**

The Board did not enter into Executive Session.

**Item #20 - Consent Agenda**

**Item #20.1 - Approval of Confidentiality of Executive Session Minutes**

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

The Illinois Community College Board hereby determines the Executive Session Minutes held on September 16, 2005; September 21, 2005; September 15, 2006; November 17, 2006; January 22, 2007; February 26, 2007; March 26, 2007; June 8, 2007; May 19, 2008; September 19, 2008; March 26, 2010; June 4, 2010; January 28, 2011; March 18, 2011; June 3, 2011; September 16, 2011; January 27, 2012; November 16, 2012; January 25, 2013; February 6, 2013; March 22, 2013; September 20, 2013; June 6, 2014; September 18, 2015; November 20, 2015; and January 22, 2016 are to remain confidential. All other Executive Session Minutes are available for public inspection.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Doug Mraz	Yea
Dustin Heurman	Yea	Suzanne Morris	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Student Advisory vote: Yea.

**Item #21 – Executive Session Recommendations**

There were no recommendations made.



**Item #22 – Adjournment**

Ann Kalayil made a motion, which was seconded by Dustin Heuerman, to adjourn the Board meeting at 11:45 a.m.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Doug Mraz	Yea
Dustin Heuerman	Yea	Suzanne Morris	Yea
Nicholas Kachiroubas	Yea	Ugne Narbutaite	Yea
Ann Kalayil	Yea	Laz Lopez	Yea

The motion was approved. Student Advisory vote: Yea.