

Agenda item #12.1
September 20, 2019

APPROVED

Minutes of the 436th
Meeting of the
Illinois Community College Board

The Westin Chicago Northwest
Stanford Room
400 Park Blvd
Itasca, IL 60143

June 7, 2019

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the minutes of the June 7, 2019 Board meeting as recorded.

Item #1 – Roll Call and Declaration of Quorum

Chair Lopez called the Board meeting to order at 9:06 a.m. and asked Ann Knoedler to call roll. The following Board members were present at this time; Terry Bruce, Paige Ponder, Suzanne Morris, Doug Mraz, Teresa Garate and student Board member Oscar Sanchez. There was a quorum present. Board member Nick Kachiroubas was absent.

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

Chair Lopez started out by thanking the Governor, Deputy Governor Ruiz, and the Illinois General Assembly for working together to pass the budget for Illinois and for recognizing the value of the community college system. He went on to also give thanks for approving the Capitol budget which allows the colleges to keep their facilities updated and current for the students' use. There is a definite need to continue to invest in the higher education system.

Chair Lopez ended by congratulating Board member Terry Bruce on his newly announced retirement from Illinois Eastern Community College. For the past 23 years as the Chief Executive Officer of IECC, Mr. Bruce is the longest continuing serving President in the state. Mr. Bruce will continue to serve on the ICCB Board until his term expires in 2021.

Item #2.1 - Nomination of Midwestern Higher Education Compact Representative

Chair Lopez opened the floor for nominations for the ICCB representative on the Midwestern Higher Education Compact.

Doug Mraz nominated Suzanne Morris for the ICCB representative on the Midwestern Higher Education Compact, which was seconded by Paige Ponder.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Paige Ponder	Yea
Teresa Garate	Yea	Oscar Sanchez	Yea
Doug Mraz	Yea	Lazaro Lopez	Yea

The motion to nominate Suzanne Morris as the ICCB representative on the Midwestern Higher Education Compact was approved. Student advisory vote: Yes.

Item #3 - Board Member Comments

There were no Board comments.

Item #3.1 - Illinois Board of Higher Education Report

Teresa Garate stated the IBHE met last Tuesday. With the 11 member Board recently losing five of their Board members, it has become a very small Board. This past meeting could be the last for Chair Tom Cross. The Higher Education Coalition will be refocusing on the current issues now that there has been a state budget passed.

Item #4 - Nomination of Illinois Community College Board Vice Chair

Doug Mraz made a motion to nominate Suzanne Morris for the position of Vice Chair of the Illinois Community College Board, which was seconded by Paige Ponder.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Paige Ponder	Yea
Teresa Garate	Yea	Oscar Sanchez	Yea
Doug Mraz	Yea	Lazaro Lopez	Yea

The motion to nominate Suzanne Morris for the position of Vice Chair of the Illinois Community College Board was approved. Student advisory vote: Yes. The Board thanked member Terry Bruce for serving as ICCB Vice Chair the past four years.

Item #5 - Executive Director Report

Dr. Brian Durham began by congratulating Mr. Bruce on his retirement from Illinois Eastern Community College. The community colleges will be losing a huge asset to the system. Dr. Durham thanked the General Assembly, the Governor's Office and Deputy Governor Ruiz for their hard work on passing a budget. Deputy Governor Ruiz also spoke to the President's Council during their meeting. Dr. Durham recently gave the commencement speech at Lewis and Clark Community College, which had 1000 completers.

Item #5.1 - Illinois Community College Board Goals Update

Dr. Durham brought the Board's attention to the memo within the Board packets that outlined the progress of each of the three board goals. Dr. Durham briefly highlighted the specific content below from that document:

GOAL 1: Smooth the transition for all students into and through postsecondary education.

- ***Common Placement Framework:*** This Presidents' Council and ICCB led initiative has developed a multiple measure, common placement framework for the community college system.
 - ✓ **STATUS:** The implementation workgroup is developing an implementation guide. A research design strategy is under development with the Central-Southern IL Community College Research Group to meet the research requirements of the agreement. Note that this work will intertwine with [Senate Joint Resolution 41](#) and its goals.

- ✓ **IMPACT:** This will affect all students in the community college system by establishing greater consistency and more opportunities for placement into credit-bearing coursework.

- ***Gates Foundation Early Indicators of Student Success Project:*** In partnership with the City University of New York (CUNY), ICCB worked with state agencies across the country (TX, NY, VA) to examine second year retention and graduation and to analyze success in the second year.
 - ✓ **STATUS:** ICCB's participation in this project is complete. CUNY will develop and disseminate the findings and ICCB will share these with the system when they become available.
 - ✓ **IMPACT:** Dissemination will benefit other states with strong administrative data systems, as well as local colleges, with the use of predictive metrics and models in an effort to assist with service prioritization for students.

- ***Transitional Math (TM):*** TM allows students to prepare for college level coursework while still in high school in order to avoid remediation. Successful students enroll at the college without a placement test.
 - ✓ **STATUS:** All 39 community college districts are working collaboratively with high schools on implementation plans and memorandums of understanding for implementation of transitional math. Partners have hosted 31 summits serving 37 community college districts with 645 attendees. Amongst all online and face-to-face events, over 2,285 individuals have been trained on transitional math. More than 200 high schools will be offering transitional math in the fall of 2019. To date, five colleges submitted courses for statewide portability in Quantitative Literacy/Statistics, STEM and Technical Math. The iPlacement system is under development and will be fully functional by Fall 2019.
 - ✓ **IMPACT:** Over time, TM is likely to reduce remediation for the 50% of first time, full-time high school students that enter into remedial math in their first year of college.

GOAL 2: Contribute to the economic development of Illinois by providing robust workforce training, increasing credential attainment, closing the skills gap through talent pipeline management, and addressing the future needs of the workforce.

- ***Program Review [NEWLY ADDED]:*** ICCB has a statutory obligation to coordinate a statewide program review system (see P.A. 78-669). Instructional programs are reviewed once every five years by their respective community college and a summary report is submitted to the ICCB. In recent years, this process has been more focused on the collection of programmatic data as a part of the summary submitted to ICCB. In turn, ICCB now provides each colleges with written feedback about their submission.
 - ✓ **STATUS:** The ICCB has received and reviewed all program review submissions completed in fiscal year 2018. The ICCB will provide written feedback to the colleges by June 30, 2019. A Program Review Advisory Committee, made up of college administrators and faculty, was established in fiscal year 2019 and will meet quarterly each year. Revisions to the Program Review Manual were completed during fiscal year 2019 and will be released to the system by June 15, 2019. Continuous refinement of the program review process is ongoing.

- ✓ IMPACT: This process provides an additional continuous quality improvement check for colleges to ensure the system is providing high quality programs across the 39 college districts.

GOAL 3: Engage with all stakeholders to align policies to improve outcomes and increase access to public information on system effectiveness.

- ***Illinois Postsecondary Profiles (IPP)***: Illinois Postsecondary Profiles is a joint ICCB/IBHE initiative (in collaboration with NIU Illinois Interactive Report Cards) that is developing a powerful but accessible web site through which interested stakeholders can access actionable Illinois higher education data pertinent to the postsecondary experience.

The full version of the tool will draw almost completely from ICCB and IBHE data systems, making it more current, more detailed, and more flexible than other postsecondary data tools.

- ✓ STATUS: The pilot website was released in March 2019 and shared with the IPP Advisory Committee, higher education institutional research staff, academic leadership groups, and the P-20 Council for feedback. Input is still being solicited and a public soft launch date is projected for this year. The IPP was presented to the Board in September of 2018; an updated, live version will be shared at the September 2019 board meeting – soft release in July 2019.
- ✓ IMPACT: When completed, this web portal will provide important information to the public, researchers, and other interested parties about Illinois higher education.

Item #6 - Committee Reports

Item #6.1 - Academic, Workforce, and Student Support

The committee met on Friday, June 7th at 8:00a and discussed the following topics: the Illinois Postsecondary Profile Update; the Illinois Perkins Transition Report - item #14.3 in the agenda books; 2019 Spring Enrollment Report - item #14.2 in the agenda books; the Directory of Programs, which will include college Information - <https://www.iccb.org/iccb/system-information/>, a student page - <https://www.iccb.org/students/your-college-plan/planning-for-college/>, a main student page in the Your College Plan banner menu, which leads to <https://www.iccb.org/students/your-college-plan/>; and the New Units of Instruction being approved - item #9.1.

Item #6.1a - State Model Partnership for Dual Credit

The Illinois Community College Board is requested to approve the State Model Partnership Agreement for Dual Credit. The Dual Credit Quality Act, as amended last year by SB 2838 [P.A. 100-1049], directs a community college district to enter into a partnership agreement with a school district to offer dual credit coursework upon the request of a school district within the community college district's jurisdiction. The law outlines the requirements of the partnership agreement and stipulates that if the school district and community college district cannot agree on the terms of partnership within 180 days of the school district's initial request, then they must implement the Model Partnership Agreement.

The law further requires the establishment of a Dual Credit Committee involving collaboration between ICCB and the State Board of Education to develop the Model Partnership Agreement. This Agreement must address a number of areas, including student eligibility and enrollment, course content and quality, qualifications of instructors, and fees and costs. Therefore, the Model Partnership Agreement will have an important impact on how dual credit is delivered throughout the State of Illinois.

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The Dual Credit Committee has met throughout the Spring to develop the terms of the Model Partnership Agreement. The Committee will meet for a final time on May 30 to review the final version of the Agreement that is to be presented for approval by the ICCB and State Board of Education. The Model Partnership Agreement will be provided to Board members following the conclusion of the May 30 meeting.

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

The Illinois Community College Board hereby approves the State Model Partnership for Dual Credit.

The motion was approved via unanimous voice vote. Student Advisory vote: Yea.

Item #6.2 - Finance, Operations, and External Affairs

The committee met on Friday, June 7th at 8:00a and discussed the following topics: Financial Statements: Fiscal Year 2019 - State General Funds, Special State Funds, Federal Funds, Bond Financed Funds; Timeliness of State Payments; Fiscal Year 2019 Community College System Budget; Spring 2019 Legislative Update which will be reported on to the Board in item #8.1 in the agenda books; Proposed Amendments to the ICCB Administration Rules: Reverse Transfer of Credits – item #14.4a in the agenda books; and item #12 in the agenda books - Fiscal Year 2020 Board Office Budget: Authorization for Interagency Contracts/Agreements , Authorization to Transfer Funds Among Line Items, Authorization for Contracts for Office Operations.

Item #7 - Advisory Organizations

Item #7.1 - Illinois Community College Trustees Association

Mike Monaghan was unable to attend.

Item #7.2 - Illinois Council of Community College Presidents

Mr. Jonah Rice began by announcing the Council acknowledged all the newly retirees at their meeting yesterday. The Council and community college system are very happy with the new Illinois budget that was recently passed and thanked all entities involved in the process. Also during the meeting yesterday, the Council continued discussions on the Dual Credit Committee work and the collaboration between community colleges and university presidents. They continue to meet to make sure all of Illinois public higher education is working together to solve any issues. The Association of Colleges in Illinois also presented during the meeting.

This is the last report for Dr. Rice as the President of the ICCCP. Mr. Curt Oldfield, President of Spoon River College, will be the new President of the ICCCP.

Item #7.3 - Student Advisory Council

Mr. Oscar Sanchez gave his last report as the SAC representative. Mr. Sanchez thanked the Board and expressed his enjoyment for his time as the SAC student Board member. The new member has been selected and will begin on July 1. Isabella Hernandez is an Associate in Arts student at Elgin Community College. Mr. Sanchez will be attending Northwestern with a computer science focus. He will be heading a coding boot camp during the summer and has political aspirations. The Board thanked Mr. Sanchez for his service and wished him luck.

Item #7.4 - Illinois Community College Faculty Association

Mr. Jacob Winter began by reporting the association awarded each of the three grant winners with a \$2500 check. The names and projects are below:

Zach Petrea, Heartland Community College, "Universal Design in Action: Reducing Barriers to Learning and Improving Access to Knowledge"

John Robert Little, Rend Lake College, "Equity Incubator Workshop: Applying Best Practices to Improve Inclusivity"

Jessica Carpenter, Elgin Community College, "A Direct Comparison of Student Success Using Standard Faculty-Authored, Versus Adaptive Publisher-Created Reading Quizzes"

As part of winning the grant, these individuals will be required to present at the conference next fall. The ICCFA was against the proposed bill that would eliminate (or significantly reduce) developmental education. The association was happy to see that the bill did not pass for the time being and that a task force was put together to come up with alternative solutions; however, the group was disappointed that there was no ICCFA representation placed on this task force.

The association is also continuing their work on putting together their fall conference. Registration is now open for the conference on the ICCFA website. The theme for the conference is "Students at the Heart of it All" which was inspired by the fact that everything is done for the students. The association attempted to find a student to design the logo. Unfortunately, none submitted designs. In future years, there is a plan to issue a small \$200 stipend to motivate student participation. This year's logo was designed by an art professor at Triton College, Sam Tolia. The association will also award six scholarships to community college students at the fall conference, five \$1000 scholarships and one \$1500 scholarship. The deadline for applications was August 1st. The association had a total of 16 application, 13 of which met all of the criteria, which are in the process of being voted on via email.

Item #7.5 - Adult Education and Family Literacy

Ms. Jennifer Foster reported the Council meets four times a year with the committees meeting in between. The last meeting was held on May 16, 2019. Below are the recommendations made by the committees:

- **The Correctional Education Committee will:**
 - Explore WIOA Section 225 Law and OCTAE Federal Guidance:
 - Recommendation: Continue to stay current on allowable activities, goals and objectives while utilizing funds appropriately.
 - Discuss the framework of adult education within correctional settings in Illinois, and their impact on recidivism:
 - Recommendations: (1) Students should be placed in school based on a needs/risk assessment instead of an out date; (2) The General Assembly should appropriate funds to update the curriculum; (3) Legislative changes need to occur to ensure students can have access to computers in a secure manner, especially at re-entry centers where employers require applicants to complete an on-line application.
 - Recommendations: (1) Agencies can collaborate with advisory committees, parole, One-Stops, and jails; (2) Communicate the resources available at the One-Stop; (3) One-Stop navigators will assist with transitional services; (4) Develop and make the guide available through collaborative efforts with local/state agencies (5) Leverage the LWIB's for additional funding to create a guide and transitional person.

- **Distance Learning and Instructional Technology Education:**
 - Researched effective models for providing distance learning opportunities for students.
 - Two software applications that stood out for use in distance education, but which have clear classroom capabilities, are i-Pathways in ABE/ASE and Burlington English for ELA.
 - Identified best practices that can be used in the classroom to ensure distance learning is being administered effectively to meet students' needs:
 - Project IDEAL, the LINCS ESL PRO Integrating Digital Literacy into English Language Instruction: Issue Brief; Professional Development Module; and Companion Learning Resource and the Instructional Design Model.
 - Researched effective models for providing distance learning opportunities for students and developed a list of possible program models and tools:
 - Two software applications that stood out in distance education but have clear classroom capabilities, are i-Pathways in ABE/ASE and Burlington English for ELA.
 - Recommends that ICCB provide support for and create innovation grants that focus on opportunities in distance education to both ESL and ABE/ASE students. We also recommend that any curriculum and/or lessons that are developed through the innovation grant are shared with the field. Policy changes to distance learning would need to be made FIRST in order for programs to record claimable hours. We highly recommend all innovation grant participants be involved in Project IDEAL 101. A review committee would need to be in place so that applications, specific distance learning products, and in-house created curriculum could be approved in a timely manner.
 - We recommend that ICCB take a close look at the distance learning state policies for both Minnesota (Appendix D) and Texas (Appendix E). Both policies speak to proxy contact hours. Minnesota's policy is appealing because it includes a professional development course for teachers and managers, i-Pathways, and IDEAL 101 – which includes a distance learning plan. It also states, “Digital literacy, including basic computer skills and information literacy, is integral to distance learning.”

The Council's next meeting will be held on September 13, 2019.

Item #8 - Focus on Illinois Community College Board Goals

Item #8.1 - Spring Legislative Session Summary

Mr. Matt Berry gave a brief presentation on the 2019 spring legislative session which concluded on June 2nd after a flurry of activity which saw the passage of a statewide capital plan; legalization of recreational cannabis; expansion of gambling and legalization of sports betting; increases in cigarette and gas taxes and vehicle license fees; pro-business reforms; and a balanced budget for FY 20. Weeks early the General Assembly approved, along party lines, placing a constitutional amendment on the November 2020 ballot to allow for a change from a flat tax system to a progressive income tax. A companion bill was also passed that included income tax rates, up to 7.99 percent for the highest wage earners that would be used if the amendment was passed.

This item highlights significant legislation that has passed the General Assembly and has implications for the Board or the community college system. These bills now go to the Governor for his consideration. Mr. Berry included the complete list of these specific tracked bills within the agenda book.

Item #9 - New Units of Instruction

Item #9.1 - City Colleges of Chicago: Kennedy-King College, Malcolm X College, Olive-Harvey College & Richard J. Daley College, Kishwaukee College, Moraine Valley Community College, Richland Community College, Spoon River College

Terry Bruce made a motion, which was seconded by Teresa Garate, 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

City Colleges of Chicago: Kennedy-King College, Malcolm X College, Olive-Harvey College & Richard J. Daley College

- Child Development: Preschool Education Infant/Toddler Certificate (32 credit hours)

Kishwaukee College

- Hospitality Management Associate in Applied Science (A.A.S.) degree (60 credit hours)
- Advanced Welding Technology Certificate (32 credit hours)

Moraine Valley Community College

- Associate in Engineering Science (A.E.S.) degree (66 credit hours)

Richland Community College

- Cybersecurity A.A.S. degree (64 credit hours)

Spoon River College

- Advanced Manufacturing A.A.S. degree (61 credit hours)
- Medical Laboratory Technician A.A.S. degree (64 credit hours)

The motion was approved via unanimous voice vote. Student Advisory vote: Yea.

Item #10 - Recognition of Illinois Community Colleges

Item #10.1 - Highland Community College

Paige Ponder made a motion, which was seconded by Teresa Garate, to approve the following items:

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

Highland Community College

The motion was approved via unanimous voice vote. Student Advisory vote: Yea.

Item #11 - Adoption of Minutes

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

Item #11.1 - Minutes of the March 15, 2019 Board Meeting

The Illinois Community College Board hereby approves the minutes of the March 15, 2019 Board meeting as recorded

Item #11.2 - Minutes of the March 15, 2019 Executive Session Meeting

The Illinois Community College Board hereby approves the Executive Session minutes of the March 15, 2019 meeting as recorded.

The motion was approved via unanimous voice vote. Student Advisory vote: Yea.

Item #12 - Consent Agenda

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

Item #12.1 - Calendar Year 2020 Board Meeting Dates and Locations

The Illinois Community College Board hereby approves the Calendar Year 2020 Board Meeting Dates and Locations listed below:

Calendar Year 2020 Board Meeting Dates and Locations

January 17

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

March 20

9:00 a.m. – Waubensee Community College, Sugar Grove

June 5*

9:00 a.m. – TBD

July

Subject to Call

August

Board Retreat – TBD

September 18

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

December 4

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 2020.

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 2020 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 2020 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	\$569,507	7/1/19 - 6/30/20	Rental of Office Space
GRF	Sorling, Northrup, Hanna, Cullen & Cochran Ltd.	\$250/hr	7/1/2019 - 6/30/20	Legal, as needed
GED/GRF	Turn-Key Solutions International, Inc.	\$238,440	7/1/19 - 6/30/20	Sole Source Provider: High School Equivalency Testing data submission to feds

- Amounts are estimated based on the Fiscal Year 2019 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.

The motion was approved via unanimous voice vote. Student Advisory vote: Yea.

Item #13 - Approval of the Terms of Employment for the Executive Director

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

The Board hereby approves the Employment Agreement between Dr. Brian Durham and the Board, effective immediately.

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Yea
Teresa Garate	Yea	Paige Ponder	Yea
Doug Mraz	Yea	Oscar Sanchez	Yea
		Lazaro Lopez	Yea

The motion was approved. Student Advisory vote: Yea. The Board thanked Dr. Durham for his patience and continued hard work throughout the process.

Item #14 - Information Items

There was no discussion

Item #14.1 - Fiscal Year 2019 Financial Statements

Item #14.2 - Fiscal Year 2019 Spring Enrollment Report

Item #14.3 - The Illinois Perkins V Transition Plan

Item #14.4 - Proposed Amendments to the Illinois Community College Board Administrative Rules

Item #14.4a - Proposed Joint Rules with the Illinois Board of Higher Education Reverse Transfer of Credit

Item #15 - Other Business

There was no other business.

Item #16 - Public Comment

There was no public comment.

Item #17 - Executive Session

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:

Terry Bruce	Yea	Suzanne Morris	Yea
Teresa Garate	Yea	Paige Ponder	Yea
Doug Mraz	Yea	Oscar Sanchez	Yea
		Lazaro Lopez	Yea

The motion was approved. Student Advisory vote: Yea. The Board entered into executive session at 10:53 am.

* * * * *
BREAK at 10:53 a.m.
RETURNED at 11:00 a.m.
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Doug Mraz made a motion, which was seconded by Teresa Garate, to reconvene Public Session at 11:11 a.m.

The motion was approved via unanimous voice vote. Student Advisory vote: Yea.

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Employment/Appointment Matters

Suzanne Morris made a motion, which was seconded by Paige Ponder, to approve the following motion,

The Illinois Community College Board authorizes the Executive Director to increase staff salaries and adjust ranges on July 1 for FY 2020 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%).

A roll call vote was taken with the following results:

Terry Bruce	Yea	Suzanne Morris	Yea
Teresa Garate	Yea	Paige Ponder	Yea
Doug Mraz	Yea	Oscar Sanchez	Yea
		Lazaro Lopez	Yea

The motion was approved. Student Advisory vote: Yea.

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Item #18 – Adjournment

Oscar Sanchez made a motion, which was seconded by Paige Ponder, to adjourn the meeting at 11:13 a.m.

The motion was approved via unanimous voice vote. Student Advisory vote: Yea.