

<p>1. <i>Call to Order and Roll Call</i></p>	<p>Board Chair Shroka called the meeting to order at 5:10 pm.</p> <p>Trustees Present at roll call: Ms. Barbato, Dr. Griffin, Ms. Howland, Mr. Newsome, Ms. Shroka, Mr. Virgilio, Student Trustee Blaine Trustees Absent: Ms. Songer</p> <p>Others Present: Dr. Lori Suddick, President; Kevin Appleton, Vice President of Business Services and Finance; Sue Fay, Executive Chief Human Resources Officers; Dr. Derrick Harden, Vice President of Strategic Advancement; Dr. Kristen Jones, Vice President of Educational Affairs; Greg Kozak, Chief Information Officer; Dr. Ali O'Brien, Vice President of Community and Workforce Partnerships; Carol Dikelsky, Assistant Chief of Staff, Laura Laba, Executive Assistant to the President & Recording Secretary; Catie Locallo, Legal Counsel, Robbins Schwartz; and other guests.</p>
<p>2. <i>Approval of the Agenda</i></p>	<p>Chair Shroka welcomed everyone who joined the meeting in person or via livestream and made the following agenda announcements:</p> <ul style="list-style-type: none"> • Item 5.1.1 – Please note that in trustees’ copies of the board book, the minutes for the Committee of the Whole Meeting of June 20, 2023, were incorrectly titled “Minutes of the Regular Meeting.” A corrected version on blue paper was at each trustee’s place. • Item 5.4.4 Promotions, on Page27, Erika Davis’ name was misspelled in the board book. A corrected version of page 27 on blue paper was at each trustee’s place. • A Closed meeting was requested under the Illinois Compiled Statutes 5 ILCS 120 for the following reasons: Section 2 c (2) and Section 2 c (11). <p>It was moved by Trustee Howland and seconded by Trustee Virgilio for approval of the agenda as presented.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Howland, Newsome, Shroka, Virgilio, Barbato, Griffin Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p>
<p>3. <i>Receipt of Notices, Communications, Hearings, and Petitions</i></p>	<p>Chair Shroka announced the public comment portion of the meeting. Requests to address the Board were accepted via email to the President’s office by 3 pm.</p> <p>John Davis (Lake County resident) expressed his continued dissatisfaction with CLC’s website, stating it is not user-friendly and he found it difficult to register for a class.</p>
<p>4. <i>Reports</i></p> <p><u>Acronyms:</u> ACCT – Association of Community College Trustees</p>	<p>4.1. Chair’s Report</p> <p><u>Board Activities in May</u></p> <p>Chair Shroka invited trustees to comment on events they attended since the last meeting.</p> <ul style="list-style-type: none"> • ICCTA executive meetings offered information regarding dual credit and progress toward offering bachelor degrees at community colleges. • Opportunity to attend an ACCT Government Leadership Institute (GLI) being offered November 30 – December 1 at Parkland Community College. • Employee Milestone Event - recognized Dr. Suddick’s 5-year milestone.

<p><i>ICCTA – Illinois Community College Trustees Association</i></p> <p><i>SGA – Student Government Association</i></p>	<ul style="list-style-type: none"> • ACCT GLI held in August in Washington DC was a great experience – gained insights about the role of a trustee and learned about engagement, looking out for the best interests of students. • Fall 2023 All-College Kickoff – great work and discussions about the ICAT survey results. <p><u>Board Liaison Updates</u></p> <p><u>University Center of Lake County (UCLC)</u></p> <ul style="list-style-type: none"> • UCLC’s first fundraiser, an art and wine event, raised over \$25,000 for scholarships. The first scholarship has been awarded. • Applied for a \$2.7 million federal grant to help underserved families in Lake County. • A full report will be sent out to all trustees. <p><u>CLC Foundation:</u></p> <ul style="list-style-type: none"> • Foundation hosted Meridian Leasing, partnering in a giveaway of gently used and refurbished computers free to CLC students. • CLC Foundation Scholarship Golf Classic is scheduled for September 18, 2023, at the Stonewall Orchard Golf Club. Trustees are invited to golf or spend time at the event. • FY2023 Year-End reports and financial statements will be presented at the September board meeting. • New Community Giving Manager, Cynthia Gentleman, starts on August 28. • Gift activity in the last two months is almost \$3M to begin FY2024. <p><u>ICCTA:</u></p> <ul style="list-style-type: none"> • Upcoming meetings will be held September 7-9 in Springfield. <p><u>ACCT:</u></p> <ul style="list-style-type: none"> • 2023 ACCT Leadership Congress will be held in October in Las Vegas. CLC will present at the Congress. <p>4.2. Student Trustee Report</p> <ul style="list-style-type: none"> • Acknowledged the many events that occurred before the start of the semester, including the Great Lakes Adaptive Sports Association (GLASA) wheelchair football tournament. • Talked about Lancer Engage, the new student engagement management software. • Shared improvements to Student Government Association (SGA) and Student Trustee expectations and guidelines to enhance the experiences of current and future student leaders. • Noted 11th annual 5K walk/run on Saturday, September 23, 2023, sponsored by Lake County Suicide Prevention Task Force (LCSPTF) that works to increase awareness and educate the community about suicide prevention. <p>4.3. President’s Report</p> <p>Dr. Suddick shared updates:</p> <ul style="list-style-type: none"> • Student Convocation – over 300 students attended each convocation. • Enrollment moving in the right direction – Adult Education up at 33.9%, trending up. • College-level credit, up 2.2%; overall, up by 4.9%. • All-College Kickoff Week – a successful week filled with professional development and engagement opportunities.
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- Soft launch of the student portal – next month’s President’s report will feature a demonstration of the new student portal and the new website.

Lancer Engage – Presented by Dr. Gabe Lara, Dean, Student Affairs

- Launch of an innovative app to re-engage students into campus life.
- Pre-pandemic, CLC had 47 active student clubs; during the pandemic, the number declined to 9 active clubs. Currently, CLC has 29 active clubs.
- The Lancer Engage app is aimed at students in Generation Z (born 1995-2013).
- CLC partnered with Suitable to gamify involvement and achievement, encourage active engagement, and turn top students into influencers on campus.
- Mobile-first college engagement solutions – all messages go out to students through push notifications.
- Provides a digital home for all student groups, fostering a sense of belonging and inclusion through the digital community.
- Tracks attendance at events and service hours.
- Currently 720 students have registered to use the Lancer Engage app
- Students can earn badges in key areas by attending campus events. Each badge has levels to master; students can earn a prize when a new level is reached.
- Aligns with goals within the 2024 Strategic Plan Pillar 1 (Build the Lancer Success Framework) and Pillar 4 (Embed Equity Concepts within co-curricular activities), as well as Objective 4 of the Equity in Student Access and Success Plan (Reimagine the student support model).

4.3.1 Institutional Capacity Assessment Tool (ICAT) and Capacity Café – presented by Dr. Derrick Harden and Dr. Martha Lally

Overall purpose: The ICAT is an evidence-based tool, sponsored by Achieving the Dream, that can be used to increase institutional capacity and drive student success.

The seven capacities assessed are Teaching & Learning, Engagement & Communication, Strategy & Planning, Policies & Practices, Leadership & Vision, Data & Technology, and Equity.

- At Spring 2020 Kickoff, announced the aim to achieve a 45% graduation rate with no equity gaps. In Fall 2015, CLC had a 28% graduation rate with significant equity gaps. The goal for 45% graduation rate, with no equity gaps, will be for the Fall 2024 cohort of students.
- CLC is moving toward the goal, reaching a 34% graduation rate for the Fall 2019 cohort, which is the highest graduation rate in 20 years.
- Momentum metrics: Students need 1st term credits earned, 1st year math success, and retain in the second year to reach graduation. Still have work to do with persistent equity gaps.

Discussion: Trustees inquired on how math measures success. Response: Students need to successfully complete math during their first year to successfully reach graduation. Math department faculty redesigned the program to help more students successfully complete their math requirement. They created pathways to help students get placed into the right math class for their degree. Trustees also inquired if the math courses taken were college

level, and were assured that these classes are college level for the degree path chosen by the student.

Trustees also asked about whether success in math gives students confidence to succeed in other aspects of their educational journey. Response: Math department faculty has found that students' confidence increases. Trustees inquired if there has been an increase in tutoring for math and the need for funding to support increases needed in the tutoring center. Response: Tutoring numbers are up. CLC is doing a better job of engaging students with resources. In the prior budget year, tutoring lead roles were implemented and math tutoring resources expanded.

2023 ICAT Data

Comparing results from 2019 and 2023, response rates did drop slightly in 2023; however, scores either stayed the same or increased slightly in these capacities:

- Leadership & Vision (four subcategories): Vision & Goals, Leadership, Transformational Change, and Culture of Evidence of Leadership.
- Equity Capacity (five subcategories): Leadership & Vision, Strategy & Planning, Engagement & Communication, Policies & Practices, and Teaching and Learning. Overall, there is an increase in equity.

A key observation measured in the ICAT survey is the "I don't know responses." Between 2019 and 2023, the responses decreased – a positive sign.

Next Steps: Notes from the Capacity Café will be compiled, analyzed for themes, and developed into reports and action plans to be implemented.

It is important to note that the ICAT is not a satisfaction survey; it is an internal assessment of CLC employees' perspectives of the College.

4.3.2 New Employee Onboarding and First Year Experience Program – presented by Katie Sweeney, Sophia Wainwright, and Aleksandra Bershadskaya

Purpose: To design and develop the employee experience to promote a sense of belonging and community that will help employees thrive. The design of the first-year experience is intended to create experiences that foster a sense of belonging and community.

- Currently in the implementation stage.
- First-year employees desire three things: information, experiences, and interaction.
- Goal of pre-orientation engagement is to capture the excitement before the new employee comes to campus.
- The program increases new employee's engagement and department integration, and includes a welcome bag of CLC swag.
- Beyond orientation: information, experiences and interaction: by 30 days of start date, employees will receive essential information and opportunities for engagement; by 60 days, they will have had time to question, reflect and engage, and by 90 days, they will have had opportunities for professional development and connection.
- Three cohorts of new employees have successfully gone through this new design.

	<p>What’s next: Success will be measured through increased rates of employee retention and employee engagement. A metrics dashboard to measure employee retention, as well as candidate pool and new hire diversity, is in development.</p> <p>Discussion: Trustees inquired how many new employees began this academic year. Response: 17 new faculty, 17 new employees, with an additional 12-13 employees starting on Monday, August 28. Another question was what is the largest job group of new employees overall? The largest area of new employees at CLC is typically within the specialist group, with (currently) 293 people in roles including managers, supervisors, and specialists; this group has the highest level of hiring. The highest level of turnover is within the classified job category, especially in years 1 – 4.</p>
<p>5. <i>Consent Agenda</i></p>	<p>Chair Shroka inquired whether there were any requests to remove or discuss items from Section 5.</p> <p>No discussion on items. Trustee Griffin requested that 5.4.1 New Hires page 22 be removed from the consent agenda.</p> <p>It was moved by Student Trustee Blaine and seconded by Trustee Barbato to approve all items in the Consent Agenda items except 5.4.1 New Hires.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Howland, Newsome, Shroka, Virgilio, Barbato, Griffin Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p> <p>Chair Shroka requested legal counsel to state the motion for the item removed from the consent agenda. Ms. Locallo asked for a motion to approve item 5.4.1 New Hires on page 22 of the Board Book.</p> <p>It was moved by Trustee Virgilio and seconded by Student Trustee Blaine to approve item 5.4.1 New Hires.</p> <p>Discussion: Dr. Griffin commented that Dr. Jennifer Davidson, who is on the new hire list for approval on page 22, is coming to CLC from Triton College and is highly recommended.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Howland, Newsome, Shroka, Virgilio, Barbato, Griffin Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p>
<p>6. <i>Presentment of Board Policies and Objectives</i></p>	<p>None</p>

<p>7. <i>New Business</i></p>	<p>7.1. Audiovisual Equipment/Lakeshore Student Services Center (Mesa Electronics, Inc.) <u>It was moved</u> by Trustee Newsome and seconded by Trustee Howland for approval of item 7.1 as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Howland, Newsome, Shroka, Virgilio, Barbato, Griffin Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p> <p>7.2. Approval of Intergovernmental Agreement with the City of Waukegan <u>It was moved</u> by Student Trustee Blaine and seconded by Trustee Newsome for approval of the agreement as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Howland, Newsome, Shroka, Virgilio, Barbato, Griffin Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p> <p>7.3. Personnel and Position Changes <u>It was moved</u> by Student Trustee Blaine and seconded by Trustee Griffin for approval of the item 7.3 as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Howland, Newsome, Shroka, Virgilio, Barbato, Griffin Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p>
<p>8. <i>Executive Session (Closed Meeting)</i></p>	<p>Chair Shroka asked for a motion to go into Closed Session under the Illinois Compiled Statutes 5ILCS 120 Sections 2 c (1), 2 c (2) and 2 c (11) of the Open Meetings Act. <u>It was moved</u> by Trustee Griffin and seconded by Student Trustee Blaine for approval to move into Closed Session.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Howland, Newsome, Shroka, Virgilio, Barbato, Griffin Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p> <p>A brief recess was taken before the Closed Meeting began at 7:00 pm.</p>

	Open Meeting resumed at 7:52 pm.
<i>9. Other Matters for Information or Discussion</i>	None
<i>10. Adjournment</i>	<p>Chair Shroka called for adjournment at 7:53 pm. <u>It was moved</u> by Trustee Griffin seconded by Student Trustee Blaine that the meeting be adjourned.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Howland, Newsome, Shroka, Virgilio, Barbato, Griffin Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p>

Julie Shroka, Chair

Paul Virgilio, Secretary