

Minutes of the Regular Meeting of the Board of Trustees of Community College District No. 532, County of Lake and State of Illinois, held at the College of Lake County Grayslake Campus, Conference Center, 19351 W. Washington, Illinois on February 25, 2025 at 5:00 pm

<p>1. Call to Order and Roll Call</p>	<p>Board Chair Newsome called the meeting to order at 5:00 pm.</p> <p>Trustees Present at roll call: Ms. Barbato, Pastor Gerena, Dr. Griffin, Ms. Howland, Mr. Newsome, Ms. Shroka, Mr. Virgilio and Student Trustee Teruel</p> <p>Others Present: Dr. Lori Suddick, President; Kevin Appleton, Vice President of Business Services and Finance; Sue Fay, Chief Human Resources Officer; Dr. Derrick Harden, Vice President of Strategic Advancement; Karen Hlavin, Vice President of Student Development; Dr. Kristen Jones, Vice President of Education; Dr. Ali O'Brien, Vice President of Community and Workforce Partnerships; Allison Porterfield-Woods, Chief Information Officer; Carol Dikelsky, Director of Communications and Engagement; Laura Laba, Executive Assistant to the President/Recording Secretary; Catie Locallo, Legal Counsel, Robbins Schwartz; and other guests.</p>
<p>2. Approval of the Agenda</p>	<p>Chair Newsome welcomed everyone and made the following announcements:</p> <ul style="list-style-type: none"> • A correction to New Business item 7.6 Tenure Employment Status of Faculty. Ajda Kahveci should read Ajda Yilmaz. A new page was provided to Trustees. • The resume corresponding with consent agenda item 5.4.1. was provided to Trustees. • Items 7.7, 7.8 and 7.9 will be held until after closed session. • A closed session was requested under the following exceptions of Statute 5 ILCS 120: Section 2c(1), 2c(2) and 2c(11). There will be action taken after the closed meeting. <p><u>It was moved</u> by Trustee Barbato and seconded by Trustee Gerena for approval of the agenda as presented.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p>3. Receipt of Notices, Communications, Hearings, and Petitions</p>	<p>Chair Newsome announced the public comment portion of the meeting and noted no requests were received by the President's Office. He asked if any individuals wished to address the Board. Hearing none, Chair Newsome moved to the next agenda item.</p>
<p>4. Reports</p> <p><u>Acronyms:</u> ACCT – Association of Community College Trustees</p> <p>ICCTA – Illinois Community College Trustees Association</p>	<p>4.1 Chair's Report</p> <p>Chair Newsome shared the following highlights: the College of Lake County's recognition by Achieving the Dream as a Leader College of Distinction; trustee advocacy efforts at the ACCT National Legislative Summit in Washington DC; and the 40th Salute to Gospel Music program to celebrate Black History Month, including the presentation of the Harambee Award to CLC retiree Beverly Phelps.</p> <p><u>Board Liaison Appointments and Updates</u> <u>University Center of Lake County (UCLC) – Julie Shroka</u></p> <ul style="list-style-type: none"> • The 20th Annual Gala is scheduled for March 14, 5:30 PM at the UCLC. • Partnering with Northeastern Illinois University, on a \$400K two-year grant proposal to increase the number of mental health social workers.

<p><i>SGA – Student Government Association</i></p>	<ul style="list-style-type: none"> • UCLC and Illinois Student Assistant Commission (ISAC) will host FAFSA Completion Workshops on March 8 and 9. • In partnership with Mother’s Trust, CLC and Zengler’s Cleaners, UCLC will host the Prom Dress Experience, open to all Lake County students. <p><u><i>Foundation – Paul Virgilio</i></u></p> <ul style="list-style-type: none"> • No updates; next Foundation Board meeting is scheduled for Thursday, February 27. <p><u><i>ICCTA/ACCT</i></u></p> <ul style="list-style-type: none"> • ICCTA meetings will be held on March 14-15. • April 1 is the Consolidated Elections for College of Lake County Trustees. • May 6-7: ICCTA Board of Representatives and Committee meetings and Lobby Day will be held in Springfield. • June 6-7: ICCTA Annual Convention. • ACCT National Legislative Summit: Key topics addressed: “DEI”, “AI community colleges baccalaureate degrees; and scholarships for student trustees. Handouts have been provided to the President’s office. <p><u>Board Activities</u></p> <p>Chair Newsome invited trustees to comment on events or activities since the last meeting. Trustees appreciated the Kickoff event for the Lancer Explorer Institute (LEI) and thanked Tiffany Nelson and Laura Asbury for their work to launch LEI.</p> <p>4.2 Student Trustee Report</p> <ul style="list-style-type: none"> • Continued work with Student Government Association to prepare for the upcoming SGA and Student Trustee elections. Elections are scheduled for March 10-12. • Gearing up to serve as moderator for SGA Board of Trustee Candidate Forum scheduled for March 10, 12-1:30 pm. • Attended the candidate forums for the VP of Student Development. Students had the opportunity to ask questions and gain insights into each candidate. <p>President’s Report</p> <p>Dr. Suddick shared highlights:</p> <ul style="list-style-type: none"> • Congratulations to Quarter 2 Employee Milestone recipients; Women’s Basketball team on 1st place in the Conference Championship, 1st time in 33 years; Phi Theta Kappa Honor Society chapter was named a 2024 Reach Chapter (recognition for chapters that excel in membership development). • Recognized six faculty members who completed the three-year journey to tenure. • CLC has been designated as a Leader College of Distinction by Achieving the Dream. • Highlighted the agenda item to approve the new VP of Student Development Dr. Angela Frazier, who will begin at CLC on March 31, 2025. • Legislative and budget updates – ICCCP are partnering with ICCTA and the Community College Caucus to work with the Governor’s office to advance three items: Community College Baccalaureate, Dual Credit, and Common Course Numbering. Pleased with the Governor’s statements of support for Community College Baccalaureate. Key talking points are being developed and will be sent out to Trustees.
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Equity in Student Retention Strategy – presented by Kristen Jones, Cyndi Padilla-Gaytan, Tasha Shell, Martha Lally and Christine Lewis

Retention Strategy focuses on:

Path to goal – maximize student participation in key experiences of Lancer Success Framework and address systemic barriers.

Relationships – foster a culture of relationship-building with students and employees, staff and faculty, to develop authentic connections leading to students’ sense of belonging at CLC.

Data and Technology – develop data and technology systems that inform and include proactive, ongoing and equity-minded actions to improve student retention and completion.

Data from January 13 to February 17:

Students enrolling in shorter length and late-start courses. Black and African American students experience the widest institutional performance equity gap.

Pell status, which can serve as a proxy for low-income students, shows that students benefiting from Pell funds return at higher rates.

Currently focusing on fall-to-fall retention. Target is 69% retention rate for Fall 2024 to Fall 2025.

High 5 Faculty Retention Strategies

- Commit to regular and continuous communication with students
- Facilitate connections between students and with course content
- Learn students’ names and academic goals
- Connect students to resources
- Provide feedback early and often

Faculty and Academic Success Advisor (ASA) Collaboration

- Full-time and adjunct faculty use evidence-based instructional practices to foster student learning.
- Collaborative partnerships link faculty and Student Affairs professionals in shared efforts to cultivate learning and support student success.
- Educators join students as active learners in an accessible, empowering, personalized, and supportive academic community.
- The institution embraces professional learning for continuous improvement, realigning related expectations in hiring, evaluation, and promotion.

Onboarding, First Year Experience (FYE) and Advising

- Increased student participation in meetings with College Career Navigators (CCNs), Convocation, CLC 120 and ASA meetings
- Decrease in ASA caseload size benefits students

Data and Technology Integration

- Lancer Success Dashboard
- Navigate and Canvas

	<p>Next Steps</p> <ul style="list-style-type: none"> • Continue to scale evidence-informed best practice strategies • Stop-out campaign – outreach to fall 2024 cohort not enrolled in Spring 2025 • Separate Summer Registration – Communicate benefits of summer enrollment; identify students who can utilize financial aid; leverage waitlist tool; use dynamic scheduling to ensure enough sections • Workday design <p>New Leader Orientation – presented by Sue Fay</p> <p>Human Capital Strategy – aligns employees with institutional mission, vision, values and strategic pillars, while inspiring work culture. Applies “employer of choice” aspirations regularly, reflect the commitment to invest in employees for greater individual and team engagement, development, growth and success. Orientation is built for employees by employees.</p> <p>New Leader Orientation is embedded within the Employee Success Framework and in support of strategic pillar five, Collaborative Culture. All new full- and part-time board-appointed staff complete New Employee Orientation. The New Leader Orientation will serve as an additional tier of orientation to set leaders up for success.</p> <p>This work and its effects will be visible in the Employee Retention and Success Metrics dashboard. Key indicators such as new employee retention by milestone, length of service turnover, and retention data and turnover by exit type will be evaluated as continuous measurements of success in this programming.</p> <p>Currently in the design phase of the program. Objective is to design a comprehensive, full-scale program for new leaders, using data and established best practices, including a variety of learning modalities, Adult Learning Theory, and a variety of professional development opportunities.</p> <p>D</p> <p>Discussion: Leadership Academy includes emotional intelligence (EQ) training, Katie Sweeney is certified to train EQ.</p> <p>Dr. Suddick concluded her report by acknowledging enrollment is up by 3% for Spring Semester in college-level courses.</p>
5. Consent Agenda	<p>Chair Newsome inquired if trustees would like to <u>discuss</u> any items in Section 5 - Consent Agenda. No items were brought forward for discussion.</p> <p>Chair Newsome inquired if Trustees would like to <u>remove</u> any items from Section 5 - Consent Agenda. No items were removed.</p> <p>Chair Newsome asked for a motion to approve all items in Section 5 Consent Agenda. It was moved by Trustee Virgilio and seconded by Trustee Gerena to approve all items as presented.</p> <p>Upon roll call, the vote was as follows:</p>

	<p>Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p>
6. Presentment of Board Policies and Objectives	<p>6.1 Policy 412 – Academic Standards Revised First Reading</p> <p>Discussion: Changes were well received - removes the punitive language, clarifies and makes it easy to understand.</p>
7. New Business	<p>7.1 Lakeshore Campus Urban Farm Center Precast Concrete Package <u>It was moved</u> by Trustee Shroka and seconded by Trustee Virgilio to approve agenda item 7.1 as presented.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>7.2 Lakeshore Campus Urban Farm Center Steel and Miscellaneous Metals <u>It was moved</u> by Trustee Gerena and seconded by Trustee Griffin to approve agenda item 7.2 as presented.</p> <p>Discussion: Construction is in the first steps with early bids – early summer is still the target.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>7.3 Fiscal Year 2026 Tuition and Comprehensive Fees <u>It was moved</u> by Trustee Griffin and seconded by Trustee Howland to approve agenda item 7.3 as presented.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>7.4 Academic Year 2025-2026 Credit Course Fees <u>It was moved</u> by Trustee Gerena and seconded by Trustee Griffin to approve agenda item 7.4 as presented.</p> <p>Upon roll call, the vote was as follows:</p>

	<p>Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>7.5 Sabbatical Leave of Absence <u>It was moved</u> by Trustee Howland and seconded by Trustee Barbato to approve agenda item 7.5 as presented.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>7.6 Tenure Employment Status of Faculty for 2025-2026 <u>It was moved</u> by Trustee Griffin and seconded by Trustee Howland to approve agenda item 7.6 as presented.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p>8. Executive Session <i>(Closed Meeting)</i></p>	<p>Chair Newsome requested a motion to go into Closed Session under Illinois Compiled Statutes 5ILCS 120 pursuant to 2(c)(1), 2(c)(2), and 2(c)(11) of the Open Meetings Act. <u>It was moved</u> by Trustee Howland and seconded by Trustee Barbato to move into Closed Session.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>Open meeting resumed at 8:32 pm.</p>
<p>New Business <i>(continued) – Items held until after closed session</i></p>	<p>7.7 Resolution Authorizing Dismissal of Non-Tenured Faculty Member <u>It was moved</u> by Trustee Howland and seconded by Trustee Griffin to approve agenda item 7.7 dismissal of non-tenured faculty member Mike Kurschner.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None</p>

	<p>The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>7.8 Separation of Employment Specialist Personnel <u>It was moved</u> by Trustee Virgilio and seconded by Trustee Gerena to approve agenda item 7.8 separation of employment specialist personnel Judie Katz.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Abstain Ayes: Virgilio, Gerena, Howland, Newsome Nays: Shroka, Barbato, Griffin The vote being (4) Ayes and (3) Nays, the motion carried.</p> <p>7.9 Separation of Employment Specialist Personnel <u>It was moved</u> by Trustee Howland and seconded by Trustee Griffin to approve agenda item 7.9 separation of employment specialist personnel Edward Hernandez.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<i>9. Other Matters for Information or Discussion</i>	<p>An issue was noted regarding the website; Specific concerns were encouraged to be shared with the President's office.</p> <p>Sulma Teruel stepped out of the meeting at 8:35 pm and returned at 8:38 pm.</p> <p>A video promoting the CEJA program was shared with Trustees.</p>
<i>10. Adjournment</i>	<p>Chair Newsome called for adjournment at 8:39 pm. <u>It was moved</u> by Trustee Howland and seconded by Trustee Gerena that the meeting be adjourned.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p>

Torrie Newsome, Chair

Allena Barbato, Secretary