

Minutes of the Committee of the Whole Meeting of the Board of Trustees of Community College District No. 532, County of Lake and State of Illinois held at the Deer Path Inn, 255 East Illinois Road, Lake Forest, Illinois on June 9, 2009 at 5:00 P.M.

Call to Order: 5:10 P.M. The meeting was called to order at 5:10 P.M. by Chairman Carrigan.

Roll Call: Present: Dr. Carrigan, Mr. Griffin, Ms. Howland, Mr. Lumber, Mrs. Oilschlager, Mr. Schwartz and Mr. Hudson, Student Trustee

Absent: Mr. Anderson (Entered Meeting at 5:20 P.M.)

Others Present: Dr. Weber, President; Ms. Mason, Recording Secretary; Mr. Soller, Faculty Union President; and Dr. Soybel, Faculty Senate Chair

Chairman Carrigan requested a Closed Meeting following the Committee of the Whole Meeting under Chapter 5 of the Illinois Compiled Statutes (ILCS) 120 (Open Meetings Act)/Sections 2(c1) to discuss “the employment, compensation, or performance of specific employees of the public body” and 2(c5) to discuss “the purchase or lease of real property for the public body” with no action to be taken after the Closed Meeting.

Receipt of Notices, Communications, Hearings, and Petitions: Chairman Carrigan announced that this was the point in the meeting reserved for those in the audience who wished to address the Board. There were no comments from the audience.

Strategic Planning: Prior to the discussion on strategic planning, Dr. Weber distributed an email from ICCTA dated June 9, 2009 addressing the reduction of state funding for Adult Education and Family Literacy programs. He indicated that the administration and several Trustees contacted the College’s legislators regarding the impact this reduction in funding will have on community colleges in general and, in particular, the College of Lake County. The Board engaged in a brief discussion on this topic.

Trustee Anderson entered the meeting at 5:20 P.M.

Dr. Weber reviewed a list of possible strategic planning consultants to assist in facilitating the strategic planning process and the individual’s role in guiding the College. He also indicated that the administration will make a recommendation to the Board on a strategic planning consultant at the July Board meeting.

Strategic Planning: (Cont.) Dr. Weber reviewed the proposal received from The Datatel Center for Institutional Effectiveness for providing consulting services in coordinating and formulating a comprehensive institutional strategic plan and an infrastructure to support annual planning for CLC. The proposal included the Project Scope of Work, Phases One and Two, Statement of Qualifications, Qualifications of the Consultant, Deliverables, and References.

In reviewing the timeline for the strategic planning process, Dr. Weber indicated that data will be gathered in summer 2009, an in-service will be scheduled in fall 2009 for faculty and staff to discuss goal setting, a draft document will be completed in November/December 2009, and the final draft document will be available in April 2010.

The Board engaged in a discussion on strategic planning including the Board's involvement in the process, engagement of the external community related to focus groups and surveys, the need for alignment by educators, an external environmental scan, issues related to the University Center of Lake County, the student housing market, and CLC's reputation for quality.

Diversity: Dr. Weber provided a presentation on *Ethnicity Distribution: Lake County, CLC Students, CLC Faculty and Staff*. Highlights of his presentation included an overview of college level students by individual ethnicity group for 2001 through 2007, adult education students for total minority groups for 2001 through 2007, mean term GPA for new college/pre-college students by ethnicity group by gender for fall 2008, percentage of new college/pre-college students who withdrew by ethnicity group for fall 2008, and percentage of entering college level students who successfully completed their first semester by ethnicity group by gender for fall 2008. Following Dr. Weber's presentation, the Board discussed the broad issue of diversity including the need for cultural diversity, linkage with high schools for a stronger and successful transition to CLC, and incorporation of diversity in the strategic plan.

Sustainability and Program Initiatives: In his review of the Illinois Community College Sustainability Network (ICCSN), Dr. Weber explained that ICCSN is asking for \$7.9 million to fund Sustainability Centers at all community colleges in the state of Illinois to implement green solutions and sustainable technologies. He indicated that ICCSN is envisioning an intergovernmental agreement with all 48 community colleges in Illinois to establish Sustainability Centers. Dr. Weber mentioned that CLC could be positioned as a state leader in sustainability and take advantage of state and federal funds for sustainability and green jobs. The Board briefly discussed sustainability initiatives in relation to CLC.

Dr. Weber stated that he would like CLC to join the American College & University Presidents Climate Commitment (ACUPCC) as a signatory. He reported that there are over 600 colleges and universities in this organization who are looking at ways to make their campuses energy efficient by committing to reducing carbon intake. Dr. Weber indicated that he will bring this recommendation forward at the next Board meeting.

Long-Term Fiscal Planning: In regard to the uncertainty of long-term financial projections, Dr. Weber mentioned the importance of a financial strategy that seeks external funding through the CLC Foundation for increasing scholarships for students. Examples of areas to begin requests include hospitals for scholarships, the establishment of a Veterans' Center through corporate funding, grant opportunities including funding for a green conference, and state/federal appropriations and earmarks.

Market Share and Growth Potential: Dr. Weber provided a presentation on market share indicating that CLC ranked 38th in FTE (full-time equivalent) enrollment, 30th in fall enrollment, and third in population size with market share being a function of enrollment divided by district population. He noted that the Illinois community college system is comprised of 39 college districts and 48 colleges (seven colleges in the City Colleges of Chicago Campuses and four colleges in the Eastern Illinois Campuses). Highlights of his presentation included an overview of the boundaries of the College of Lake County district, CLC's fall enrollment history headcount as of the tenth day from 1969 through 2008, total population for Lake County with projections from 1950 through 2030, and Lake County population projections by sector for 2000 and 2030. In reviewing the EAV per capita, Dr. Weber stated that CLC ranked fourth in the state with a base EAV of \$27 billion. At the conclusion of the Board's discussion on market share, Dr. Weber stated that refined data and additional analysis will be presented at the August Board Retreat.

At the conclusion of the meeting, Chairman Carrigan announced that he attended a strategic planning meeting at Elgin Community College (ECC) on June 8. At that meeting, he commented that The Kaleidoscope Group made a presentation addressing how ECC can work to more effectively serve the needs of their diverse community. Chairman Carrigan briefly reviewed the presentation and indicated that he will provide the information that he received at the meeting to the Board in the President's weekly report to the Trustees. Following a brief discussion on issues related to diversity, it was suggested that the Board receive an update from the Diversity Committee as part of the strategic planning process. Dr. Weber stated that he will provide the names of consulting groups specializing in diversity plan development to the Diversity Committee to conduct an assessment for CLC.

Closed Meeting: 6:42 P.M. **It was moved** by Anderson, seconded by Lumber, that the regular order of business be interrupted under Chapter 5 of the Illinois Compiled Statutes (ILCS) 120 (Open Meetings Act)/Sections 2(c1) to discuss "the employment, compensation, or performance of specific employees of the public body" and 2(c5) to discuss "the purchase or lease of real property for the public body" with no action to be taken after the Closed Meeting

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Hudson

Ayes: Anderson, Carrigan, Griffin, Howland, Lumber, Oilschlager, Schwartz

Nays: None

Closed Meeting: 6:42 P.M.
(Cont.) The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

 Chairman Carrigan announced that the Board will officially go into Closed Meeting following a brief recess.

Committee of the Whole Meeting: 7:39 P.M. The meeting reconvened in the Committee of the Whole Meeting at 7:39 P.M.

Adjournment: 7:39 P.M. **It was moved** by Anderson, seconded by Oilschlager, and unanimously carried, that the meeting be adjourned at 7:39 P.M.

Philip J. Carrigan, Chairman

Nancy McNerney, Secretary