

**League of Women Voters COD  
Observers Report**

**Board meeting attended: 2/15/18**

**Date and Location of meeting:** COD, SCC 2200

**Meeting started:** 6:00 PM –Closed Session; 7:00 PM Open Session

**Meeting adjourned:** 9:14 PM

**League Observer(s):** Diana Hoke

**Board Members/Trustees present (P), not present (NP), tardy (T):**

\_\_\_P\_\_ Deanne Mazzochi, Board Chairman

\_\_\_P\_\_ Frank Napolitano, Board Vice Chairman

\_\_\_P\_\_ Christine Fenne, Board Secretary (NP at beginning of closed session)

\_\_\_P\_\_ Alan Bennett

\_\_\_P\_\_ Charles Bernstein

\_\_\_P\_\_ Daniel Markwell

\_\_\_NP\_\_ Joseph C. Wozniak

\_\_\_P\_\_ Anthony Walker, Student Member

**Estimated Number Attending (excluding Board and Staff): 20**

**Meetings are Streamed and Archived at:**

[http://www.cod.edu/multimedia\\_services/botmedia.aspx](http://www.cod.edu/multimedia_services/botmedia.aspx)

**Agenda can be found at:**

[http://www.cod.edu/about/board\\_of\\_trustees/pdf/agendas/2018/2018feb15\\_agenda.pdf](http://www.cod.edu/about/board_of_trustees/pdf/agendas/2018/2018feb15_agenda.pdf)

**Streaming link:**

[http://www.cod.edu/multimedia\\_services/botmedia.aspx](http://www.cod.edu/multimedia_services/botmedia.aspx)

**PUBLIC COMMENT:**

Dr. Richard Jarman (Professor of Chemistry) – Agenda Item 6 - Progress in Mathematics: Looking forward to presentation. Agenda Item 7A - Resignations: 80 Retirements; recognized faculty members.

Jackie McGrath (Professor of English) – Acknowledged Shooting in Parkland. April 20 is a National Day of Action for Safe Schools. Response must include access to mental health.

**REPORTS (board members, staff, administrators)**

- a. Chairman's Report: Chairman Mazzochi: Looking forward to presentation on Math initiative by Professor Mary Hill.
- b. Student Trustee's Report: Student Trustee Walker: Reviewed Black History Month events. Advised that Student Election Packets are due 2/16 for open positions of president, vice-president, and trustee.
- c. Presidents' Report:
  - 1) Enrollment update: Jim Benté (VP Planning and Institutional Effectiveness)  
FTE between spring 2014 and 2018 is down 5.4% from 15,626 to 14,161. He broke it out by types of courses, most of which are down. Career and technical training enrollment was only down by .1%, so he considered that a high point.  
Bennett asked how that affects finances. It was answered that the school will be down \$1.2 million for spring.  
Chairman Mazzochi asked how to address this decline.

Benté said to use colleges career/technical courses to capture more high school students; said the “exodus” of high school students from Illinois means maintaining student numbers will continue to be a challenge, as 50% of high school grads leave Illinois.

2) Earl Dowling (VP Student Affairs and Institutional Advancement)

COD needs to “hold on” to applications to increase their “yield”. He also broke out applicant yield by ethnicity, which shows that COD has lost Hispanics.

To counter general decrease in yield, they have increased hands-on response and tracking (“on-boarding”) of new applicants. Focused communication plans have helped.

d. Budget Committee Report:

Vice Chair Napolitano

Committee meeting was cancelled because of the weather and was rescheduled for 2/27 at 5 PM.

## **PRESENTATIONS**

A) HLC Update

Dr. Richard Jarman, Professor of Chemistry

Acknowledged Shannon Toler (Interim Assistant Vice President of Academic Affairs,) who has returned to full-time teaching, for her work with the committee.

Reporting requirements are coming up in May 2018 and December 2019, for which various criteria must be met.

1) The committee reviewed Syllabus Compliance, Curriculum, General Education. They compared syllabi with course descriptions and outcomes. Sent instructors postcards to remind them to fix discrepancies and post by a deadline. That will be the normal protocol now.

2) Curriculum task force: Will re-organize current process, make recommendations, revise CP Guide.

3) General Education Outcomes: Created in 2009, but not reached. Proposed new outcomes, more discipline-specific.

4) Presented a timeline for working towards HLC criteria through Fall 2019.

Questions for Management

Chairman Mazzochi: Are there metrics to show that postcards sent to faculty were successful? President Rondeau confirmed Jarman's statement that there was improvement. Jim Benté said that an audit report was coming.

Mazzochi: How standardized will the new policies be? Are there requirements for institution-wide consistency? Benté said no.

Mazzochi: Were General Education Outcomes data driven? Her concern is based on HLC preferences for data. Jarman said no.

President Rondeau said they'll brief the Board again in May; that this report was just to update the timeline. Mazzochi didn't like "inorganic divisions" of content of General Education Outcomes.

B) Math Initiative

Mary Hill, Professor of Mathematics

Described an initiative to improve math placement at COD. (Essentially, to keep new students out of "developmental" math, since so many COD applicants place there in entrance assessments.)

Slides

1) History - 2016 switched to ALEKS (computer adaptive assessment, adjusts to student needs)

2) PWR Act - Post Secondary and Workforce Readiness - signed by Rauner in July of 2016

3) Transitional math state requirements

4) COD - high school collaboration

Committee created to make a transitional math class in all of District 502 high schools. Proposal was approved by majority of math chairs at the high schools. (Several educators that had been involved were in the audience and were later acknowledged.)

An ongoing pilot was started at York HS last year utilizing an ALEKS assessment with 60 students who had at a minimum taken geometry.

Kids keep retaking assessment until they're ready for college level math. Scores Improved with intense teaching.

President Rondeau interjected that this approach increases math confidence of lowest performers. Pilots will be in place district-wide in the 2018-19 school year.

### C) Adjunct Faculty Space briefing

Dr. Kirk Overstreet, Associate VP Academic Affairs

Built Adjunct Faculty Centers and support which includes: workstations complete with presentation technology; rentable commons spaces for meetings; eating areas; office technology.

President Rondeau clarified the background of the effort: Last year Trustee Bernstein brought up the lack of dedicated space for adjunct faculty; this is in response.

## INFORMATION ITEMS

A) Financial Statements - Trustee Bernstein: Thanked Dr. Brian Caputo (Vice President, Administrative Affairs and Treasurer, CFO) for including property tax revenue/review (?) in Agenda

B) Gifts & Grants Report - VP Benté: on 2/13 college received total of \$40,000 in **new donor** gifts!

## CONSENT AGENDA

Chairman Mazzochi asked for removals. Vice Chair Napolitano requested 8q be removed from Consent Agenda. Motion to approve items 8a-8p on Consent Agenda made by Markwell, seconded by Napolitano. Passed unanimously.

### Item 8q

Website Re-design award to Vision Point Media Inc., of Raleigh, NC, for \$255,000.

Motion to approve design services moved by Bennett, Seconded by Fenne.

#### Questions for Management:

Napolitano – There were two finalists with very close scores. Slightly more expensive was chosen. Why?

Answer: Laurie Jorgensen (Director, Marketing and Creative Services) a) Committee did interviews. Vision Point had gone to lengths to prepare and cover details, foresee customer needs, and b) Vision Point offered more flexibility and customization.

Napolitano – What about Maintenance costs?

Answer (LJ): a) It's a "self-maintained" site, and b) \$15k has been held back for change orders.

Markwell: How will additional research on prospective students be conducted?

Answer (LJ): COD gives prospective pool to Vision Point.

Motion approved unanimously.

### Item 9

Display 26 Freida Kahlo artworks from Dolores Olmedo Mexican Museum (in 2020).

#### Questions for Management

Napolitano – \$450K deposit has been approved, but potential costs with transport and security will be around \$2.1 million?

Answer: Diana Martinez, Director McAninch Arts Center: a) Cost numbers were increased for a cushion, expected admissions numbers were decreased, and b) \$425K of this investment will be for security infrastructure for the future.

Mazzochi – All money from deposit going to Museum?

Answer (Martinez): Yes. It is nonprofit with a board.

Mazzochi – Where is money to be held?

Answer (Dr. Caputo): Escrow or Custodial account.

Charles Boone (Dean of Arts, Communication, and Hospitality) and Dr. Rondeau interjected: Many income and academic opportunities, e.g., admissions, donors, food, sales, spin-offs, curriculum.

Napolitano: Why not bring exhibit to a place already built for it? Concerned about financial risk.

Answer (Mazzochi): a) Part of fully integrated arts program (e.g., Buffalo Theatre came back successfully), and b) Differentiates COD.

#### Discussion

Bernstein: Has confidence in people running it; it will create future opportunities.

Markwell: Will increase educational and cultural awareness; engender course adaptations and extensions.

Fenne: Can help community partnerships, attract big donors.

Walker: Good for students.

Bennet: Jibes with COD Mission Statement.

Mazzochi moved to call the question.

Motion passed with Napolitano dissenting.

**Item 10:**

Approve AlphaGraphics Wheaton Financial Reports.

Markham moved, Napolitano seconded. Motion passed with Fenne abstaining.

No further discussion before adjournment

No need for another closed session identified.

**Calendar Dates**

Thursday, March 15, 2018: Committee of the Whole, 6 PM, SSC-2200. Followed by Regular Board Meeting, 7PM, SSC 2200.

No additional closed session.

Chairman Mazzochi moved to adjourn. Motion passed. Adjourned at 9:14 PM

**Comments/Concerns:**

**General Features**

	Yes	No	Comments
Did the meeting start on time?	X		
Were members attentive and prepared?	X		
Were members courteous to each other?	X		
Were members attentive to the public's comments?	X		
Was the facility adequate?	X		
Could the audience see and hear?	X		
Were visual aids easily visible to the audience	X		
Were the meeting facilities handicapped accessible	X		

**FOIA -- Complete once, unless information changes.**

**Illinois Open Meetings Act requirements**

	Yes	No	Comments
Was the agenda posted 48 hours before the meeting? If yes, note where	X		

Did the agenda items clearly describe what was to be discussed?	X		
Were background materials made available to the public?	X		
Was there adequate discussion of the issues?	X		
Was there a closed session before, during or after the meeting?	X		Before regular meeting only
If there was a closed meeting, was any action taken after the closed session? If so, what action?	X		All votes taken after closed session before regular open meeting commenced.

**Date Submitted:**

**By: Diana Hoke**