NOTICE AND AGENDA
BOARD OF TRUSTEES COMMITTEE MEETING

THE ACADEMIC COMMITTEE OF THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #502, COUNTIES OF DuPAGE, COOK AND WILL, STATE OF ILLINOIS, WILL HOLD THE FOLLOWING COMMITTEE MEETING IN THE STUDENT SERVICES CENTER (SSC), ROOM SSC-2200, MAIN CAMPUS, 425 FAWELL BLVD., GLEN ELlyn, ILLINOIS:

FRIDAY, MARCH 10, 2017
11:00 A.M. ~ ROOM SSC-2200

MEETING: ACADEMIC COMMITTEE OF THE BOARD

AGENDA

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. PUBLIC COMMENT
4. COMMENTS BY COMMITTEE CHAIRMAN
5. FOR APPROVAL – COMMITTEE MINUTES:
   a. November 22, 2016 Meeting Minutes
   b. December 15, 2016 Meeting Minutes
7. FACULTY RECRUITING/HIRING
8. COMMITTEE DISCUSSION
9. NEXT MEETING DATE
10. ADJOURNMENT

FRANK NAPOLITANO, SECRETARY
BOARD OF TRUSTEES OF COMMUNITY COLLEGE
DISTRICT NO. 502, COUNTIES OF DuPAGE, COOK AND WILL, STATE OF ILLINOIS
Posted 3/8/17
THE ACADEMIC COMMITTEE OF THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT #502, COUNTIES OF DuPAGE,
COOK AND WILL, STATE OF ILLINOIS

TUESDAY, NOVEMBER 22, 2016
ACADEMIC COMMITTEE OF THE BOARD
10:00 A.M. ~ ROOM SSC-2200

MINUTES

HELD ON CAMPUS IN SSC-2200, GLEN ELLYN, IL

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
   At 10:08 a.m., Chairman Olsen called to order the November 22, 2016 meeting
   of the Academic Committee of the College of DuPage Board of Trustees and led
   the Pledge of Allegiance.

2. OPENING ROLL CALL
   Chairman Olsen thanked Dr. Collins for his service on this Committee and
   wished him the best in his retirement.  Chairman Olsen welcomed Dr. Donna
   Stewart, Interim Vice President Academic Affairs to the Committee.
   Chairman Olsen announced that Charles Bernstein will be Secretary Pro
   Tem in the absence of Earl Dowling.

   Chairman Olsen asked the Secretary Pro Tem to please call the roll.

   Present: Cheryl Baunbach-Caplan, Charles Bernstein, Susan Dreghorn,
   Richard Jarman, Donna Stewart and Chairman David Olsen.

   Absent: Cody Castle, Earl Dowling, Robert Hazard and Kiley Pooler.

   A quorum was present.

   Also Present: Staff members.

3. PUBLIC COMMENT
   There were no public comments.

4. COMMENTS BY COMMITTEE CHAIRMAN
   Chairman Olsen wished everyone a Happy Thanksgiving.
5. **APPROVAL COMMITTEE MINUTES**
Chairman Olsen entertained a motion that the Academic Committee approve the minutes for the October 20, 2016 Academic Committee. Richard Jarman moved and Cheryl Baunbach-Caplan seconded the motion.

On Roll Call voting aye: Charles Bernstein, Susan Dreghorn, Cheryl Baunbach-Caplan and Chairman David Olsen.

On Roll Call abstaining: Richard Jarman and Donna Stewart.

Chairman Olsen declared the motion passed.

6. **PRESENTATION: CE and ESL Matriculation to Credit Courses**
Joseph Cassidy, Dean Continuing Education / Extended Learning

7. **PRESENTATION: HLC Assurance Filing**
James Benté, Vice President Planning & Institutional Effectiveness
   - Higher Learning Commission site visit is scheduled for April 16-18, 2017.

*Kiley Pooler arrived at 10:56 a.m.*

*Cody Castle arrived at 11:30 a.m.*

*Kiley Pooler left at 12:01 p.m.*

8. **DISCUSSION: Impediments to Teaching/Learning**
A lengthy discussion was had about several of the following impediments:

i. SURS annuitants to work at COD
ii. Policy against adjunct faculty working in classroom and another position
iii. External state funding and the budget impasse
iv. Internal allocation of room for activities and functions extraneous to teaching
v. Length of semester
vi. Absence of financial aid for part-time students
vii. Cost of education
viii. Teaching load
ix. Adopted practice of eliminating dropped students from Blackboard
x. Concur
xi. Smart Print
xii. HR influence on placement of new faculty
dxiii. Purchasing Process
xiv. Counseling staff
xv. Program review
xvi. Mid Term Enrollment Verification
xvii. Removing a student from classroom

Chairman Olsen suggested that faculty make a list of priorities and we will have a progress review at the next meeting of various items.

9. **DISCUSSION: Committee Agenda Topics for Spring Semester**
   Chairman Olsen asked the Committee to think about topics they would like to discuss and contact him with those topics.

10. **COMMITTEE DISCUSSION**
    None.

11. **NEXT MEETING DATE**
    Chairman Olsen noted that the next Academic Committee Meeting will be in February 2017.

12. **ADJOURN**
    At approximately 12:04 p.m., seeing no other business to come before the Committee, Chairman Olsen called for a motion to adjourn. Richard Jarman moved and Donna Stewart seconded the motion.

    Motion passed on a voice vote.

    Chairman Olsen declared the November 22, 2016 meeting of the Academic Committee of the College of DuPage Board of Trustees adjourned.

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Charles Bernstein, Secretary Pro Tem

Dated: March 10, 2016

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David Olsen, Chairman Academic Committee
1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
   At 3:04 p.m., Chairman Olsen called to order the December 15, 2016 meeting of the Academic Committee of the College of DuPage Board of Trustees and led the Pledge of Allegiance.

2. **OPENING ROLL CALL**
   Chairman Olsen asked the Secretary to please call the roll.


   Absent: Kiley Pooler.

   A quorum was present.

   Also Present: Staff members.

3. **PUBLIC COMMENT**
   There were no public comments.

4. **COMMENTS BY COMMITTEE CHAIRMAN**
   Chairman Olsen thanked the Members of the Committee for attending the Special Meeting to discuss three Certificate or Degree Programs that are on the Board’s Agenda. Chairman Olsen indicated that it is important the Committee review the information before the Board votes on the item.

   *Kiley Pooler arrived at 3:11 p.m.*
PRESENTATION:
New Certificate & Degree Programs were introduced and discussed by:
- Tom Cameron, Dean Health & Sciences
- Kathy Cabai, Professor Surgical Technology
- Karen Solt, Associate Dean, Health & Bio Science

I. Ophthalmic Technician AAS Degree
64-credit hour Ophthalmic Technician AAS degree program will provide students with the skills and knowledge for positions in the Ophthalmology and Optometric Assistant positions. Graduates from this program will be well prepared for taking the national certifying exams.

II. Anesthesia Technology Certificate Program
49-credit hour Anesthesia Technology Certificate program will provide students with the knowledge and skills to sit for the national certification exam. This program will properly train graduates to function as an anesthesia technologist, which will greatly improve operating room efficiency and patient outcomes and care.

III. Operating Room Patient Care Technician Certificate
14-credit hour Operating Room Patient Care Technician Certificate program will provide student with the skills and knowledge for entry level positions in perioperative service careers. This program will also provide students with additional opportunities to advance their career to Certified Surgical Technologist or Surgical Assistant.

5. COMMITTEE DISCUSSION
Cody Castle spoke on potential topics for Spring 2017
   i. Transferability
   ii. Honors Program

6. NEXT MEETING DATE
Chairman Olsen noted that the next Academic Committee Meeting will be in February 2017.

7. ADJOURN
At approximately 3:49 p.m., seeing no other business to come before the Committee, Chairman Olsen called for a motion to adjourn. Richard Jarman moved and Kiley Pooler seconded the motion.

Motion passed on a voice vote.
Chairman Olsen declared the December 15, 2016 meeting of the Academic Committee of the College of DuPage Board of Trustees adjourned.

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Earl Dowling, Secretary

Dated: March 10, 2017

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David Olsen, Chairman Academic Committee