

Meeting of the Board of Trustees, Thursday, March 2, 2023, 3:00 p.m. Career and Advanced Technology Center, 4750 Market Street, Room 341 A&B/Hybrid

AGENDA

(1) Meeting Called to Order

The Goals for the March meeting in addition to routine matters are:

- Update the Board on Middle States Visit, Sunday, March 19-Wednesday, March 22, 2023
- Update the Board on Saxbys
- Update the Board on the Career and Advanced Technology Center (CATC)
- Update on Legislative Summit of February 5-8, 2023

(2) Public Comment

(3) Report of the President

- (a) Middle States
- (b) Saxbys Update
- (c) Update on the Career and Advanced Technology Center
- (d) Mayor Debates/Panel
- (e) Women's History Month Activities
- (f) Dinner and Presentation, March 1, 2023, 5:30 p.m. – CATC
- (g) Foundation Report (Dr. Mellissia Zanjani and Dr. Ellyn Jo Waller)

(4) Business Affairs Committee, February 15, 2023

2.15.23 Business Affairs Committee Minutes.pdf

4

(5) Student Outcomes Committee, February 16, 2023

2.16.23 Student Outcomes Committee Minutes.pdf

24

(6) Consent Agenda

- (a) Proceedings and Minutes of Decisions and Resolutions, Meeting of February 2, 2023

2.2.23 BoardProceedings.pdf	28
Attachment A.pdf	37
Attachment B.pdf	39

(b) Gifts and Grants

Record of Grants & Gifts (3.02.23).pdf	40
2.2.23Minutes of Decisions and Resolutions.pdf	41

(c) Purchase of Catto Laptops

(d) Renewal of Trion Contract

(e) Rental Laptop Expenses

(f) Paralegal Studies Associate of Applied Science (A.A.S.) Academic Program Review

(7) Report of the Chair

(a) Legislative Summit of February 5-8, 2023

(b) Fall 2023 Retreat

(c) Call for Board of Trustees Input on New Initiatives-Due March 15, 2023

(d) Requests for Speakers-Upcoming Events

(e) Capital Campaign

(f) Tour of Career and Advanced Technology Center (CATC) March 1, 2023 – 5:00 p.m.

(g) Recognition of Women’s Basketball Team and Coaches

(8) Old Business

(9) New Business

(a) Policy Workgroup and Self-Assessment Update

(10) Next Meeting: Thursday, April 6, 2023, 3:00 p.m. Pavilion Klein Cube, Room P2-3/Hybrid

Committee Meetings

Audit Committee, Friday, March 24, 2023, 11:00 a.m., Isadore A. Shrager Boardroom, Room M2-1/Hybrid

Business Affairs, Thursday, March 30, 2023, 9:00 a.m., Isadore A. Shrager Boardroom, Room M2-1/Hybrid

Student Outcomes, Thursday, April 20, 2023, 10:00 a.m. Isadore A. Shrager Boardroom, M2-1/Hybrid

Upcoming Events

Law and Society Week, February 27-March 3, 2023

Tour of the Career and Advanced Technology Center, Wednesday, March 1, 2023 – 5:00 p.m.
4750 Market Street – Board members
to meet in Room 341 A & B

Dinner and Presentation, Wednesday, March 1, 2023 – 5:30 p.m.
Career and Advanced Technology Center
4750 Market Street – Room 341 A & B

College Spring Break, March 6-10, 2023

Middle States Visiting Team March 19-22, 2023

Virtual field trip and experiment with CERN (Conseil Européen pour la Recherche Nucléaire. The parent organization-European Organization for Nuclear Research), Thursday, April 20, 2023 - 10:00 a.m. CATC Fab Lab

College Budget Hearing, Tuesday, May 2, 2023

Nurses Pinning Ceremony Friday, May 5, 2023 – 10:00 a.m.
Bonnell Large Auditorium – BG-10

Academic Awards Ceremony, Friday, May 5, 2023 – 4:00 p.m.
Bonnell Large Auditorium – BG-10

Commencement Ceremony, Saturday, May 6, 2023 – 10:00 a.m.
Temple Liacouras Center

[Women's History Month Calendar of Events.pdf](#)

45

(11) Executive Session

The Board will convene in Executive Session for an update on personnel, legal and real estate matters. The Board will not return following the Executive Session.

**HYBRID MEETING OF THE BUSINESS AFFAIRS COMMITTEE
OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Wednesday, February 15, 2023 – 9:00 A.M.**

Present for the Business Affairs Committee: Mr. Michael Soileau (presiding) (*via Zoom*), Mr. Rob Dubow (*via Zoom*), Mr. Steve Herzog (*via Zoom*), Mr. Jeremiah J. White, Jr., Dominique Ward, Esq. (*via Zoom*), Mr. Ronald Bradley (*via Zoom*), and Mr. Harold Epps

Present for the Administration: Dr. Donald Guy Generals, Mr. Jacob Eapen, Ms. Marsia Henley, Danielle Liautaud-Watkins, Esq. (*via Zoom*), Mr. Gim Lim, Dr. Shannon Rooney (*via Zoom*), Mr. Derrick Sawyer, Mr. Tim Trzaska, Victoria Zellers, Esq., Mr. Vijay Sonty, Dr. Alycia Marshall, Mr. John Wiggins, Dr. Mellissia Zanjani, Ms. Lisa Hutcherson and Ms. Josephine DiGregorio

Guests: Dr. Judith Gay (*via Zoom*), Vice President Emerita
Ms. Sabrina Maynard, Office of Finance, City of Philadelphia (*via Zoom*)

PUBLIC SESSION
AGENDA

Please note that Attachment A contains a spreadsheet that lists the vendor/consultant, the amount, and the source of funding (i.e., Capital Budget, Operating Budget, Perkins Grant, or Bond Proceeds) which College Administration is seeking approval.

Mr. Soileau opened the meeting and pointed out to the Committee that overall, he does not see any of the following agenda items to be contentious because there are funds in the budget to take care of each item. He then asked Mr. Eapen to proceed with agenda item one.

(1) Purchase of CATTO Laptops (Action Item):

Mr. Eapen stated the College's program requires that the CATTO students have laptops. He stated that the request is to purchase 250 Lenovo laptops at a cost of \$610 for a total cost of \$152,688 which provides a one-year warranty and a three-year total maintenance. Mr. Eapen stated that the College went through a review of all manufacturers and Lenovo was the most responsible and practical manufacturer. He further mentioned that the College is buying under the COSTARS purchasing program and that the funds are in the CATTO Budget. The College is requesting approval to purchase 250 laptops at the cost of \$152,688 using CATTO dollars. (Please refer to Attachment B.)

Mr. Soileau reported to the Committee that he asked Mr. Eapen to work with his team to figure out from a technology perspective, if there was a way to disable the laptops remotely which might encourage the students to return the laptops after a certain period of time since they will have no use for the laptop. Mr. Soileau pointed out that there have been incremental efforts in getting back the laptops as well as students signing a laptop loaner agreement with a return guaranteed; but unfortunately, this does not always happen.

Mr. Soileau asked if the Committee was in favor of the purchase of the 250 laptops at the cost of \$152,688 using CATTO dollars.

Action: Mr. White moved and Mr. Herzog seconded the motion that the Committee recommend to the full Board the purchase of the 250 Student Loaner laptops for CATTO students from CDWG at the cost of \$610.75 each for a total cost of \$152,688 which includes a one-year warranty and three-years total maintenance and support. The College will be using CATTO dollars for the purchase of the laptops. The motion passed unanimously. Hearing no nays nor abstentions, Mr. Soileau stated it will be forwarded to the full Board for approval.

(2) Renewal of Trion Contract (Action Item):

Mr. Soileau stated that Mr. Eapen and his team will walk the Committee through the renewal of the Trion contract. Trion is the College's benefits consultant. Mr. Eapen stated that, three years ago, the College did an RFP for a benefits consultant and Trion was selected based on their bid as well as their services that they were willing to provide to the College. He stated the three years have passed and the College is requesting that the Trustees consider renewing their contract for two years. Mr. Eapen asked Ms. Hutcherson to discuss the services Trion provides, followed by Ms. Henley to discuss Diversity, Equity and Inclusion.

Ms. Hutcherson stated that Trion has been a solid business partner of the College over the past two years and has assisted the College with the business administration of the College's benefits plan which has not been an easy task. She stated that the College has a pretty complex benefits plan between the active and retirees' benefits. Ms. Hutcherson noted that in Attachment C, Trion has saved the College almost \$1.7 million in savings, cost avoidance and re-negotiation of the College's contracts with the College's dental providers, Stop/Loss and medical plans. Ms. Hutcherson stated that the College is ideally positioned based on Trion's knowledge and expertise as the College moves into negotiations. She further expressed that the College has a lot to do in terms of trying to redesign the College's benefits plan as the College's prescription costs and medical costs continue to rise. Ms. Hutcherson said that she hopes that the College can continue to partner with Trion to realize more savings beyond the \$1.7 million. Mr. Hutcherson stated that Trion has been a very supportive and a highly responsive team.

Ms. Henley stated that Trion is under the Marsh McLennan Agency which is located in King of Prussia, PA. Ms. Henley stated that Trion is located in Conshohocken, Pennsylvania and, in this region, has 174 employees of which 67% are females and 29% are other minority professionals. Trion has a number of ongoing DEI efforts. Ms. Henley stated that in 2021, Trion hired a Chief DEI Inclusion Officer. She stated that Trion has a number of awareness programs including a Diversity & Inclusion Council, a COLORES (Community of Latinx Organizers Rising for Education and Solidarity) Resource Group as well as a Race Advisory Council. Ms. Henley stated that Trion has committed \$5 million over three years to support the black communities. Ms. Henley stated that Trion has number of Colleague Resource Groups including GROW (Growth in Relationships and Opportunities for Women), which is a women's initiative, and an Asian Resource Group which promotes and celebrates Asian heritages. Trion also has a Black Lives Affecting Change & Collaboration (BLACC) group, and a colleague resource group, SALUTE (which stands for support, armed forces, leadership, understanding, teamwork and engagement) which supports and celebrates the veteran experience.

Mr. Soileau asked if there are any questions or concerns regarding Trion. Discussions centered on savings with Trion which amounted to close to \$1.7 million in the last two years with Trion in savings/cost avoidance for the College through renewal negotiations related to proposed vendor/carrier premium and fee increases. Mr. Eapen stated that the stop/loss is negotiated on an annual basis. Mr. Eapen stated that when the College starts negotiating on stop/loss which starts in the spring, College staff will get a better understanding of what savings the College can receive.

Mr. Dubow stated that entering negotiations with Trion offers a lower base because of these savings so it will help produce more savings going forward because of what Trion achieved in the last couple of years. Ms. Hutcherson stated that it is the expectation to produce additional savings with Trion. Mr. Eapen stated that the significant part of this is the cost avoidance to the College. Mr. Eapen stated that Trion has agreed to work with the College as the College starts the contract negotiations. He stated that there are some ideas especially in terms of policy costs and medical costs to work with the negotiating team.

Mr. Epps asked that based on Trion's three-year performance, the College would like to extend the contract by two years. Mr. Eapen answered in the affirmative. Mr. Bradley stated that clarifies his question. Mr. Bradley wanted to confirm that instead of going out to bid, the College wanted to negotiate an extension of the contract by two years. Mr. Eapen stated that this was correct, and the College wants to do a two-year extension of the contract. Mr. Bradley asked that at the end of the two years, the College would then send it out for a bid. Mr. Eapen stated that is what the College plans to do at the end of the two years and will come back to the Trustees with a recommendation. Mr. Bradley stated at this point, Trion needs to identify some of these savings and any embedded savings at this point. Mr. Bradley said that the College needs to be careful that Trion does not "clawback" what they will project based on what revenue they lost and try to recover it in the next two years with some cost adjustments based on commodities, service and what it costs to hire staff.

Mr. Soileau stated that the Committee provided great feedback. Mr. Soileau asked if there are any more questions. Mr. White asked how does the cost savings benefit Trion. Mr. Eapen stated that Trion is not a brokerage firm and receives a fixed fee of \$180,000. Mr. Eapen stated that in the past, the College used a brokerage firm and the College lost money. He stated that the College stop using a brokerage firm about four years ago.

Mr. Soileau asked if any Committee members had more comments or questions. If not, he asked to proceed for approval.

Action: Mr. Dubow moved, and Mr. Bradley seconded the motion that the Business Affairs Committee recommend to the full Board the renewal of the Trion Contract in the amount of \$180,000 annually for two years, effective April 1, 2023 through March 31, 2025. The funds will be paid from the Operating Budget. The motion passed unanimously. Mr. Soileau stated it will move to the full Board for approval.

(3) Rental of Laptop Expenses (Action Item):

Mr. Eapen stated that Dr. General wants to stop the laptop rental program. Mr. Eapen stated that the College is currently developing an agreement between CDWG & Follett Bookstore (the College's vendor) to provide the ability for students to buy laptops instead of renting laptops. Mr. Eapen stated that it is difficult for the College to get the laptops back that the College rents or loans to students. Mr. Eapen stated that under the guidance of Mr. Derrick Sawyer, the College is working through the cost of \$610-\$650 per laptop as well as working with the Foundation to get a scholarship that will reduce the cost by \$100. In addition, the students can use their financial aid to buy laptops. The College can now stop the rental of laptops and give the ability for the students to buy one at a reasonable price.

Mr. Eapen said that the College wanted to stop this program before but the College had challenges in terms of having an agreement between the vendor and Follett Bookstore. The College had to rent laptops in order for the students to be ready for the semester. Mr. Eapen stated that Mr. Vijay Sonty will go over the rental program and costs involving the program.

Mr. Sonty stated he wanted to clear up that 20 to 30% of the College's students were in the loaner laptop program. Mr. Sonty stated that if you look at the numbers and the College has 10,000 students for Fall & Spring as an example, that 20% would be 2,000 students and the College started this program two & half years ago. Mr. Sonty stated that over time the College procured over 2,500 laptops through HEERF and CARES dollars. The laptops were primarily given to students as well as some staff and faculty. Mr. Sonty stated that 2,100 students were given laptops and out of those laptops, 280 of them were given to CATTO students. Mr. Sonty stated as of right now, the laptop program is no longer sustainable given College's current enrollment so the College decided in November 2022 to stop the program. Mr. Sonty stated that the College then wanted to collect all of the outstanding loaner laptops and the College sent out communications regarding the laptops. Mr. Sonty stated that there are still 752 students that still have laptops. When the College started the program, the College had 100 rental laptops for loan and they were distributed within a week so the College ended up ordering an additional 200 laptops. Mr. Sonty stated the College ended up renting 300 laptops and the goal was to rent them for three months. Mr. Sonty stated that the students kept on hanging onto the laptops. As of February 2023, the College was able to retrieve 246 of the rental laptops and there are still 65 students with laptops. Mr. Sonty stated that the College is being charged on a monthly basis for those rental laptops. He stated that the College will not most likely get back those 65 laptops. Mr. Sonty stated that the College will buy out the 65 laptops so the College does not have to keep paying the rental company.

Mr. Eapen stated that staff is asking the Business Affairs Committee to vote on buying the laptops from RentalComputer.com for \$138,350 out of the Operating Budget. Mr. Eapen stated that the College did not budget for this fully so the College would need to cover it within the existing budget.

Mr. Soileau asked if there were any comments or questions. With no comments or questions, Mr. Soileau asked for approval.

Action: Mr. White moved and Mr. Bradley seconded the motion that the Business Affairs Committee recommend to the full Board the approval to buy the laptops from RentalComputer.com in the amount of \$138,350. The funds will be paid from the Operating Budget. The motion passed unanimously. Mr. Soileau stated it will move to the full Board for approval.

(4) Next Meeting (Information Item)

A Hybrid meeting of Business Affairs Committee is scheduled for Thursday, March 30, 2023 at 9:00 a.m.

The Public Session adjourned at 9:30 a.m.

EXECUTIVE SESSION

An Executive Session followed the Public Session. Discussions centered on legal and personnel matters.

ATTACHMENT A FUNDING
FOR ACTIONS ITEMS

BUSINESS AFFAIRS COMMITTEE MEETING

AGENDA: February 15, 2023

Agenda No.	Vendor/Consultant	Amount	Source
1.	CDWG	\$152,688	CATTO Funds
2.	Trion	\$180,000	Operating Budget
3.	RentalComputer.com	\$138,350	Operating Budget

ATTACHMENT B

Background on Purchase of CATTO Laptops

Lenovo Unit Specs: **KEY SPECIFICATIONS**

Processor AMD Ryzen™ 3 / 5 / 7 Processor

Operating System Up to Windows 11 Pro

Display 14" FHD TN (1920 x 1080) Anti-Glare 250nit/14" FHD IPS (1920 x 1080) Anti-Glare 300nit

Graphics AMD Radeon Graphics

Memory Up to 32 GB DDR4 (3200Mhz) 2 x DIMM

Storage Up to 1TB HDD , Up to 512GB SSD

Audio Dolby Audio

Battery† 38Wh Polymer Battery or 45Wh Polymer Battery

Power Adapter *One of the following*

65W USB-C (2-pin)

65W USB-C (3-pin)

Camera HD 720p with Privacy Shutter

Keyboard , 6-row, Spill-resistant keyboard,

Dimensions Aluminium (top), PC + ABS (bottom) models: 324.2 x 215.2 x 17.18 mm (12.76 x 8.47 x 0.68 inches)

PC + ABS (top), PC + ABS (bottom) models: 324.2 x 215.2 x 17.65 mm (12.76 x 8.47 x 0.69 inches)

Weight Aluminium (top), PC + ABS (bottom) models: Starting at 1.51 kg(3.34 lbs)/PC + ABS (Top), PC + ABS (Bottom) models: Starting at 1.5 kg (3.3 lbs)

GREEN CERTIFICATIONS

Energy Star 8.0, RoHS compliant

OTHER CERTIFICATIONS

optional EPEAT Silver

CONNECTIVITY

I/O Ports 1x USB 2.0, 1x USB 3.2 Gen 1 (Always On),1x USB-C 3.2 Gen 1 (support data transfer only), 1x USB-C 3.2 Gen 1 (support data transfer, Power Delivery 3.0 and DisplayPort™ 1.4),1x HDMI 1.4b, 1x Ethernet (RJ-45), 1x Headphone / microphone combo jack (3.5mm)

WLAN + Bluetooth *One of the following*

Mediatek MT7921 11ax, 2x2 + BT5.1

RTL8852BE 11ax, 2x2 + BT5.1

ATTACHMENT C

Renewal of Trion Contract Stewardship Summary



Marsh McLennan
Agency

Stewardship Summary

Community College of Philadelphia

12/2/2022

Your future is limitless.SM

Services currently being performed

Strategic planning

- Market overview
- Business objectives
- State of the Market Update
- Benchmarking
- Strategy development and plan management
- Total Opportunities Matrix (TOM)
- Stewardship review

Financial management

- Budget development
- Budget tracking
- Contribution and surcharge modeling
- Actuarial plan design modeling including IBNR
- Migration analysis
- Comprehensive RFPs and analysis
- Cost & Utilization Analysis/Data Dashboard

Client service

- Bi-weekly calls/meetings with issue logs
- Quarterly pharmacy newsletters
- Vendor issue resolution
- Implementation support
- Vendor meetings
- Open Enrollment planning and communications
- iNGAGED

Specialty practice expertise

- Trion Rx Practice/pharmacy coalition
- Absence, Life and Disability
- Voluntary Benefits
- Custom Communications
- Technology Consulting & Administrative Services
- Planning & Analytics for Total Health
- Stop Loss Panel

Compliance

- Compliance Center of Excellence support
- Form 5500 Preparation
- Timely Alert/Webinars
- Compliance Checklist
- Ad hoc compliance support

Benefits administration

- Marketlink Technology Solution
- Cobra Administration

Vendor management

- Implementation support
- Utilization Meetings
- Escalated issue resolution
- Open enrollment coordination
- Stop Loss Claims Tracking

Value added services

- Mineral (ThinkHR)
- Benefit E-ssentials
- Well-being Your Way
- Medicare Part D Creditability Testing
- Non-Discrimination Testing
- Global Benefits Management

Financial Stewardship

2020 through 2022 Plan Years (Partnership Began in 2020)

Category	2020 Financial Stewardship	Result (Cost Avoidance)
Medical	<ul style="list-style-type: none"> Negotiated +1.6% Admin fee increase to no change in fees for three years 	\$12,000 cost avoidance
Dental	<ul style="list-style-type: none"> No changes to fully insured rates or ASO fees 	
Life and Disability	<ul style="list-style-type: none"> Negotiated +21% renewal with 12 month guarantee to No Increase for 24 months 	\$163,000 cost avoidance
Stop Loss	<ul style="list-style-type: none"> Negotiated +39.4% renewal with 12/15 contract to +13.4% with 24/12 contract 	\$347,000 cost avoidance Improved Stop Loss contract terms

Category	2021 Financial Stewardship	Result (cost avoidance)
Medical	<ul style="list-style-type: none"> ASO fees under 3 year rate guarantee 	
Dental	<ul style="list-style-type: none"> No changes to fully insured rates Proposed ASO fee negotiated from \$4.99 to \$4.89 	\$2,000 annual savings
Life and Disability	<ul style="list-style-type: none"> Under 24 month rate guarantee 	\$163,000 cost avoidance
Stop Loss	<ul style="list-style-type: none"> Conducted marketing; renewed with Sun Life +8.6% increase 	

Category	2022 Financial Stewardship	Result
Medical	<ul style="list-style-type: none"> ASO fees under 3 year rate guarantee Implemented PrudentRx for Non-Union Population 	\$103,940 hard dollar savings YTD
Dental	<ul style="list-style-type: none"> No changes to fully insured rates or ASO fees 	
Life and Disability	<ul style="list-style-type: none"> Negotiated one year extension of current rates to align marketing with union negotiations 	No Rate change despite poor claims experience
Stop Loss	<ul style="list-style-type: none"> Sun Life renewal +49.1% Conducted marketing; Moved to Granular with +0.4% rate increase 	\$905,000 cost avoidance

Our partnership achieved over \$1.69M savings/cost avoidance for CCP through renewal negotiations related to proposed vendor/carrier premium and fee increases.

Representative Team

Community College of Philadelphia

Andrew Neary
Executive sponsor

Charles Haub/Ron Encarnacion
Relationship manager

Karey Kelly
Strategic Account Manager

Theresa Stenger
Practice Leader

Debbie Montella
Client Leader

Lauren Conley
Client Service Manager

Jason Kaminski
Sr. Underwriter

Strategic initiatives division

Captive solutions

Data analytics

Well-being

Pharmacy

Path

Worksite health

Compliance

Communications

Voluntary
benefits

ACA solutions

Absence,
disability, life

Benefits
administration

Marsh McLennan

How Else Can We Help You?

Additional Resources



Compliance Center of Excellence to keep you up to date and compliant



Digital Solutions including MMA MarketLink, Virtual Health Fairs, and iNGAGED



Stop Loss Center of Excellence with several captive and participatory solutions to help manage this growing risk



Well-being Your Way provides multiple options to help your organization build a Culture of Health including PATH Data Warehousing and Minding Mental Health



Pharmacy Practice and Prescription Drug Coalitions on average saves clients 15% to 20% off their current drug spend



Mineral (formerly ThinkHR) integrated suite of HR knowledge, content and training solutions



Voluntary Benefits Practice including warranty, participatory options and large employer captive solutions



Communications writers and designers create campaigns to get and keep your employees engaged



Absence, Disability & Life Practice to support time away from work and rebalancing strategies for Large Employers



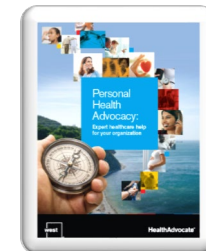
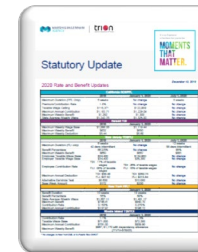
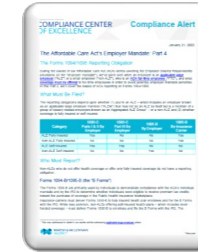
Technology Consulting & Administrative Solutions guiding the you through the *technology acquisition and adoption process*



MMA Retirement Services provide plan consulting and investment advisory services to improve retirement outcomes



Worksite Health Solutions evaluate and implement onsite care solutions



Please note that not all solutions are available to all size Employers, talk to your MMA Representative today about how we can best support your needs.

ATTACHMENT D

Trion-MarshMMA DEI (Diversity, Equity and Inclusion) Overview

MMA's EEO-1 Form

Our Commitment to Diversity, Equity and Inclusion

A deep commitment to diversity, equity, and inclusion is critical for attracting talented people, serving our clients, and generating creative business solutions. To further our journey, MMA welcomed its first Chief Diversity, Equity and Inclusion Officer in the fall of 2021. As Chief DE&I Officer, Kira Kimball provides strategic leadership and supports organizational goals such as:

- Embedding the guiding principles of inclusion, equity, and diversity as a key part of our business strategy.
- Driving purposeful diversity and inclusion, facilitating a culture of understanding, and enhancing the colleague experience.
- Being the employer of choice in our industry by creating an inclusive environment where every colleague is valued, respected, and heard.
- Establishing measures so we know where we are and where we can do better.

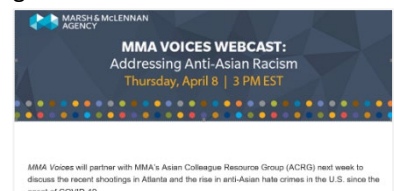
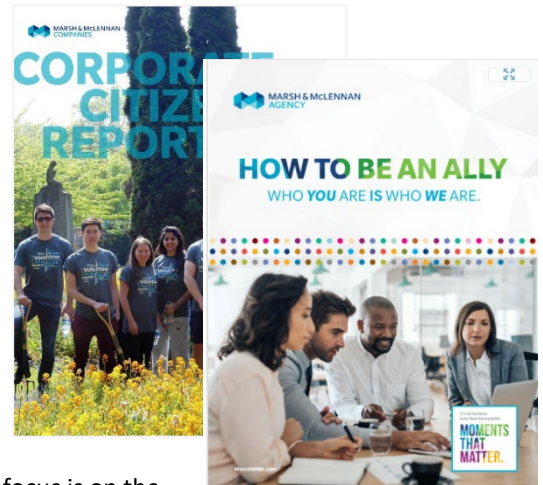


We seek to shape a workplace where colleagues feel valued and are embraced for their individuality. Our approach to inclusion and diversity is driven by deliberate diversity, facilitating a culture of inclusion and understanding, and enhancing the colleague experience. We strive to be the employer of choice in our industry by creating an inclusive environment, where every colleague is valued, respected, and heard.

Lifting up Voices & Raising Awareness

MMA rejects racism, bigotry and discrimination in all forms. We are committed to the fundamental principles of human dignity, equality, community and mutual respect. We've taken the following steps to lead the way on diversity at MMA:

- **Diversity & Inclusion Council:** As part of the MMA National Diversity, Equity & Inclusion (DE&I) initiative, our DE&I Committee is focused on elevating our work experience by committing to a diverse, equitable, and inclusive workplace. All MMA regions have DE&I councils, with a number of regional leaders attaining Certified Diversity Professional (CDP) certifications.
- **Colleague Resource Groups:** Colleague resource groups are groups dedicated to promoting and advocating for a more inclusive work environment. We are proud to offer a variety of Colleague Resource Groups including GROW (Growth in Relationships and Opportunities for Women), Working Parents, Social Justice, Asian Resource Group, Black Lives Affecting Change & Collaboration, COLORES (Community of Latinx Organizers Rising for Education and Solidarity), and SPECTRUM (LGBTQ+).
- **Race Advisory Council:** MMA created a Race Advisory Council whose initial focus is on the Black community, to meet with senior leaders on a regular basis. The Race Advisory Council considered and approved the recommendation to adopt Juneteenth as a company holiday starting in 2021. MMA also hosted a series of "safe space" sessions with Black colleagues, to listen, learn and understand what we can do better, as individuals and as an organization.
- **MMA Voices:** Colleagues with diverse experiences lead a panel discussion highlighting the realities surrounding social injustices, such as gender inequality or racism in the workplace.

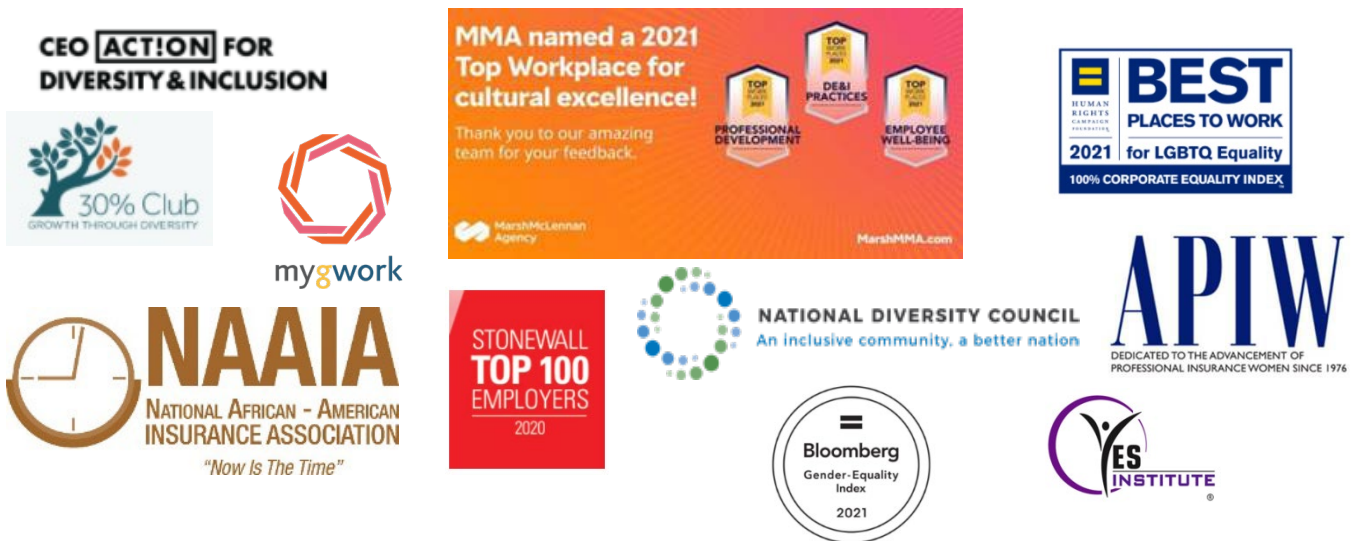


- **Unconscious Bias and Inclusive Leadership:** Through this course, colleagues are able to understand unconscious bias, realize its impact, and learn new skills.
- **\$5 Million Commitment:** In addition to investments internally, MMC committed \$5 million over the next three years, to supporting select organizations that advocate for equity for the Black community and doubling our match for donations our colleagues make to organizations that advocate for equity for the Black community. Through the double-match program, we've already donated close to \$500,000 to social justice organizations this year.
- **Thought Leadership:** As DE&I gains importance in the world of business, MMA continues to drive our organization and our industry to make a lasting difference for our clients, colleagues, and communities. Our parent company Marsh recently published a Risk Management Report highlighting the role of effective DEI efforts in mitigating risk.



Our Recognition

As part of the world's leading insurance broker and risk advisor, our commitment to inclusion and diversity is critical for attracting talented people, serving clients, and generating creative business solutions. We are working to embed the guiding principles of inclusion and diversity as a key part of our business strategy. *We are proud to be named a 2021 Top Workplace for cultural excellence in the categories of DE&I practices, employee well-being, and professional development.*



Looking Ahead

We have more to do. In the coming months, MMA plans to explore recruiting practices, collaborative partnerships with community groups, and sponsorships. Possible opportunities for colleagues include virtual fairs to learn about colleague resource groups, coursework in allyship, and mentorship programs, to name just a few plans on the horizon.

Colleague Resource Groups

Colleague resource groups are groups dedicated to promoting and advocating for a more inclusive work environment. Each group is made of colleagues who volunteer their time to articulate the group's mission, plan events, and develop growth opportunities. There are currently over 25 colleague resource groups across all of Marsh McLennan's businesses with new groups formed regularly. In addition to the groups outlined below, COLORES, dedicated to the advancement of our Latinx colleagues, is in its formative stage with more information to come soon.



In 2016, MMA established our women’s initiative called GROW, which stands for Growth in Relationships and Opportunities for Women. GROW provides women with the tools and support they need to excel. Five key areas of focus include mentorship, inspiration, community involvement, networking, and education.



The **Asian Resource Group (ARG)** strives to enhance and cultivate our colleagues’ abilities both personally and professionally by providing mentorship and professional enrichment activities; networking opportunities; collaboration through community activities and outreach; and forums for colleague engagement while promoting and celebrating our Asian heritages.



Black Lives Affecting Change & Collaboration (BLACC) is an initiative focused on awareness, advocacy, and allyship for our collective Black and African-American colleagues.



COLORES is a colleague resource group created by and for our Latinx colleagues. Our mission is to celebrate our diverse heritage, share resources for our personal and professional growth, and raise awareness as a counterpoint to historical and institutional discrimination. **COLORES stands for Community of Latinx Organizers Rising for Education and Solidarity.**



SALUTE is MMA’s national colleague resource group dedicated to our veteran colleagues and the families of veterans and service members. SALUTE provides a place for colleagues (including non-veterans) to gather to share resources, facilitate open discussion, and celebrate the veteran experience. **SALUTE stands for support, armed forces, leadership, understanding, teamwork, and engagement.**



a Marsh & McLennan Agency Resource Group

At MMA, we're proud to support our LGBTQ colleagues and create an environment where everyone can feel not only like they're accepted, but that they belong here. Our company's greatest strength is the collective talent of our people. The more diverse our backgrounds and experiences, the more we can achieve working side by side.

Partnering with DE&I Organizations

CEO Action for Inclusion & Diversity

We believe businesses can and should do more to advance diversity and inclusion in the workplace. We're committed to creating an environment that attracts more people with different life and work experiences to our firm.

Happily, we're in great company— our CEO Dan Glaser and more than 500 other CEOs have pledged to lead the way on enhancing diversity efforts through specific, measurable actions, including:

- Expanding unconscious bias training
- Fostering an open and transparent culture, where colleagues are safe to speak their minds—and can expect to be heard.
- Creating systems to ensure accountability
- Sharing best practices with other companies



30% Club

In a public commitment to gender equality, MMA signed on to the US chapter of the 30% Club, a campaign for greater representation of women on corporate boards and in other leadership roles. Research suggests that companies with strong gender diversity outperform those that don't. Women make up the majority of our colleague population, and we have a significant opportunity to help more women succeed at the highest levels of our company.

MMA joins 70 other companies in the US chapter, and several of our businesses are already members of chapters around the world, including Mercer in Italy, Ireland and the UK, and Oliver Wyman in Italy.



Bloomberg Gender Equality Index

The Bloomberg Gender-Equality Index (GEI), established in 2018, is a uniquely comprehensive data source that tracks the financial performance of companies committed to advancing women in the workplace globally. Inclusion in the index has become the gold seal for companies to publicly demonstrate their commitment to gender equality, and only companies that score above an established threshold are certified as GEI members. We're in good company among 325 other leading businesses representing 50 industries and 42 countries. Our submission included information about our policies, demographics, culture and business offerings; we are extremely proud that Marsh McLennan earned a spot on this list.



National Diversity Council

On September 1, 2019, MMC was named a National Diversity Council (NDC) corporate partner. The NDC is a non-profit organization dedicated to advancing diversity and inclusion by transforming work places and communities. As an NDC corporate partner, MMC has access to best practices, consulting, and training opportunities from leading D&I organizations. MMC works closely with the NDC in the coming months to identify and develop a long-term strategy to build our own D&I programs and practices.



NATIONAL DIVERSITY COUNCIL
An inclusive community. a better nation

LGBTQ Equality

For over a decade, Marsh McLennan Companies has achieved a perfect score in the Corporate Equality Index and being named a Best Place to Work for LGBTQ Equality in the United States. In 2015, MMC signed on to an amicus brief arguing for marriage rights for same-sex couples in the US and updated company-wide policies and practices to make life easier for LGBTQ colleagues and their families. CEI rated businesses on their policies and practices, including non-discrimination workplace protections, domestic partner benefits, transgender-inclusive health care benefits, competency programs and public engagement with the LGBTQ community. In addition, MMC is listed by Stonewall, the United Kingdom's leading benchmarking tool for inclusion in the workplace, as a Top 100 Employer for LGBTQ people.



Honoring Veterans

<<Company_Brand>> recognizes that veterans possess skills and perspectives that are tremendously valuable to our company, such as resiliency, team building expertise, cross-cultural fluency and leadership. We value the service, sacrifice and dedication of our veterans. We have the resources to help ease their transition to the civilian workforce and help them build successful careers – and we're proud to do so. Veterans have served our country with distinction, and it is important that we show our support for them. We were named on the best employers for veterans by *Military Times* in 2018.



STATE OF NEW JERSEY
Division of Purchase & Property
Contract Compliance Audit Unit
EEO Monitoring Program

EMPLOYEE INFORMATION REPORT

IMPORTANT-READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING FORM. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM AND TO SUBMIT THE REQUIRED \$150.00 FEE MAY DELAY ISSUANCE OF YOUR CERTIFICATE. DO NOT SUBMIT EEO-1 REPORT FOR SECTION B, ITEM 11. For instructions on completing the form, go to: https://www.state.nj.us/treasury/contract_compliance/documents/pdf/forms/aa302ins.pdf

SECTION A - COMPANY IDENTIFICATION

1. FID. NO. OR SOCIAL SECURITY 26-3237576	2. TYPE OF BUSINESS <input type="checkbox"/> 1. MFG <input checked="" type="checkbox"/> 2. SERVICE <input type="checkbox"/> 3. WHOLESALE <input type="checkbox"/> 4. RETAIL <input type="checkbox"/> 5. OTHER	3. TOTAL NO. EMPLOYEES IN THE ENTIRE COMPANY 490
4. COMPANY NAME Marsh & McLennan Agency, LLC - East Region		
5. STREET 2300 Renaissance Blvd.	CITY King of Prussia	COUNTY Montgomery
		STATE PA
		ZIP CODE 19083
6. NAME OF PARENT OR AFFILIATED COMPANY (IF NONE, SO INDICATE) Marsh & McLennan Co.		CITY New York
		STATE NY
		ZIP CODE 10036
7. CHECK ONE: IS THE COMPANY: <input type="checkbox"/> SINGLE-ESTABLISHMENT EMPLOYER <input checked="" type="checkbox"/> MULTI-ESTABLISHMENT EMPLOYER		
8. IF MULTI-ESTABLISHMENT EMPLOYER, STATE THE NUMBER OF ESTABLISHMENTS IN NJ 1		
9. TOTAL NUMBER OF EMPLOYEES AT ESTABLISHMENT WHICH HAS BEEN AWARDED THE CONTRACT TBD		
10. PUBLIC AGENCY AWARDED CONTRACT		
CITY Monroe Twp. BOE		COUNTY Gloucester
		STATE NJ
		ZIP CODE 08094
Official Use Only	DATE RECEIVED	ASSIGNED CERTIFICATION NUMBER

SECTION B - EMPLOYMENT DATA

11. Report all permanent, temporary and part-time employees ON YOUR OWN PAYROLL. Enter the appropriate figures on all lines and in all columns. Where there are no employees in a particular category, enter a zero. Include ALL employees, not just those in minority/non-minority categories, in columns 1, 2, & 3. **DO NOT SUBMIT AN EEO-1 REPORT.**

JOB CATEGORIES	ALL EMPLOYEES			PERMANENT MINORITY/NON-MINORITY EMPLOYEE BREAKDOWN									
	COL. 1 TOTAL (Cols 2 & 3)	COL. 2 MALE	COL. 3 FEMALE	***** MALE *****					***** FEMALE *****				
				BLACK	HISPANIC	AMER. INDIAN	ASIAN	NON MIN.	BLACK	HISPANIC	AMER. INDIAN	ASIAN	NON MIN.
Officials/ Managers	25	7	18	0	0	0	0	7	4	0	0	0	14
Professionals	91	27	64	3	3	0	0	21	11	5	1	2	45
Technicians													
Sales Workers	1	0	1	0	0	0	0	0	0	0	0	0	1
Office & Clerical	57	22	35	3	5	0	0	14	9	4	1	0	21
Craftworkers (Skilled)													
Operatives (Semi-skilled)													
Laborers (Unskilled)													
Service Workers													
TOTAL	174	56	118	6	8	0	0	42	24	9	2	2	81
Total employment From previous Report (if any)													
Temporary & Part-Time Employees	The data below shall NOT be included in the figures for the appropriate categories above.												

12. HOW WAS INFORMATION AS TO RACE OR ETHNIC GROUP IN SECTION B OBTAINED? <input type="checkbox"/> 1. Visual Survey <input checked="" type="checkbox"/> 2. Employment Record <input type="checkbox"/> 3. Other (Specify)	14. IS THIS THE FIRST Employee Information Report Submitted? 1. YES <input checked="" type="checkbox"/> 2. NO <input type="checkbox"/>	15. IF NO, DATE LAST REPORT SUBMITTED MO. DAY YEAR
13. DATES OF PAYROLL PERIOD USED From: 4/16/2022 To: 4/30/2022		

SECTION C - SIGNATURE AND IDENTIFICATION

16. NAME OF PERSON COMPLETING FORM (Print or Type) John Milne	SIGNATURE	TITLE Senior Consultant	DATE MO DAY YEAR 05 19 22
17. ADDRESS NO. & STREET 2300 Renaissance Blvd	CITY King of Prussia	COUNTY Montgomery	STATE PA
		ZIP CODE 19406	PHONE (AREA CODE, NO., EXTENSION) 877 - 652 - 6712

**STUDENT OUTCOMES COMMITTEE OF THE
BOARD OF TRUSTEES**

MINUTES

Thursday, February 16, 2023

10:00 a.m.

Hybrid

Presiding: Ms. Chekemma Fulmore-Townsend

Committee

Members: Ms. Mindy Posoff, Mr. Tyrell McCoy, Dr. Judith Gay, Mr. Patrick Clancy, Ms. Sheila Ireland, Ms. Morgan Cephas

Board

Participants: Mr. Harold Epps

College

Members: Dr. Donald Generals, Dr. Alycia Marshall, Dr. Vance Gray, Dr. Mellissia Zanjani

Guests:

Dr. Karen Rege, Dean of Online Learning & Media Service
Dr. Chae Sweet, Dean of Liberal Studies

(I.) Public Session

(a) Introductions (I)

Trustee Chekemma Fulmore-Townsend called the meeting to order and distinguished the agenda topics that would be discussed during the public session, and others that would be discussed during the Executive Session. It was decided that the HyFlex presentation and the Paralegal Studies topics would be discussed during the Public Session. Following the Public Session, updates regarding the next steps for the Liberal Arts Honors and Behavioral Health and Human Services programs would be discussed by Dr. Marshall, and an announcement would be shared by Dr. Generals during the Executive Session.

Dr. Karen Rege, the Dean of Online Learning & Media Services introduced herself.

(b) HyFlex Presentation (I)

Dr. Rege shared the definition of HyFlex online learning, and some of the successes and challenges she and her team have observed this semester while testing the concept. Following that, she discussed next steps for scaling up. The presentation is attached.

The HyFlex instructional method is a hybrid flexible course format that combines a face-to-face (F2F) and online learning instructional format. Each class session is offered in-person, synchronously online, and asynchronously online. At any given point while enrolled in the course, students can decide how to participate, whether they choose to come to class one day, or sign in using Zoom the next day. This learning format provides them with flexibility.

The HyFlex format of online learning has been around since 2012, but has taken off since the pandemic. The results from a study conducted by Valdosta State in Georgia highlighted success rates in developmental math courses and found that according to descriptive statistics, the course success rate of HyFlex instruction (64%) was higher than face-to-face (60.6%) and online instruction (51.3%).

When it comes to implementing HyFlex, there are a few things CCP faculty will have to consider when offering courses, such as technology and pedagogical considerations. One factor faculty will have to plan for is the course design, which begins with a process called backwards design. A backwards design concept starts with the course learning outcomes first and then incorporates the activities, the content, and the assessments. However, it is challenging to make sure the assessments, tests, papers, and presentations are assigned and completed in each modality equitably. Another factor to consider is classroom management in handling students who are engaging with the course and course content in multiple ways through the different modalities. Faculty will need to conduct assessments equitably in each modality and set expectations around attendance, how students are going to do group work, and how to use class time for the students who are face to face, synchronous, and asynchronous, which plays into the technology setup.

Similar to hybrid meetings, there are a number of considerations. One is the two-way audio format. This consists of the students who are in the room, a video of students who are coming in through Zoom, and a video projection of both the Zoom student group and in-person student group simultaneously. With this setup, all of the students and the instructor are viewing the same content during the class session.

Currently, there are two outfitted HyFlex classrooms in use as a test pilot for three classes for the Spring 2023 semester: BIO 109 with Carla Perry in NERC, MATH 161 with Clark Loveridge in room BR 22, and NUTR 111 with Melissa Altman Traub in NERC.

For the test pilot, the HyFlex setup for faculty and students includes a webcam and a microphone setup in the ceiling that enables the instructor and students in the class to be heard by the students who are on Zoom. To ensure that the students who are on Zoom can be seen by the instructor, the students in-person and projected as a whole group - the shape of the classroom is considered for the overall setup. Other technological components included in the setup are extra display panels and a podium in the front of the room with two monitors. One monitor is setup so the faculty member can see the content, and the other monitor is so that they can see the students on Zoom while facing the other students. There is also a large display panel for students who are in the room. Multiple webcams are used in this configuration. One camera allows students on Zoom to see what's happening in the class, while another camera helps the students in the classroom see the students on Zoom. Some of the cameras used are called PTZ cameras which tilt side to side and go up and down.

There have been a few preliminary issues during the HyFlex pilot process such as audio challenges at NERC and knowing how many computers to use for classroom/instructional setup. Dr. Rege informed the Board that she is testing different types of technology to see what fits best for certain classes and identifying which faculty members' particular style of teaching in the HyFlex format would be most effective for students. She also shared that CCP's Instructional Designer, Carol Seufert, did a two-week intensive course to learn how to coach faculty through the HyFlex design, so they can be intentional about building courses for all students to participate. So far, the math faculty has been astonished about the perfect attendance score of students. The students are also excited and grateful for the flexibility. One of the student survey

quotes from Dr. Rege's presentation was among her favorite, which pointed out: "The HyFlex format allows me to attend school, work full time and adjust my home life to assignments as needed; without this particular format I would not have been able to attend school, this is very much needed for future courses. A+"

Instructional design support will be provided for faculty through various formats and methods. Kelvin Veale, the Director of Academic Technology of CCP, will be documenting common questions to develop a list of FAQs as a reference for faculty. There will also be a repository of learning documents, syllabi, focus groups, data gathering, and book clubs which includes Brian Beatty's book called, Hybrid-Flexible Course Design, that is free online. On March 1st, there will be a guest speaker, Wendy Tietz, who will be discussing Hybrid Flexible Learning. Wendy has been successfully doing HyFlex for seven or eight years and has been a guest speaker nationally.

Some of the plans for scaling up will include adding 10 courses in the fall 2023 semester and increasing the number of rooms that will enable HyFlex capabilities in the future. Dr. Rege has been working closely with Academic Technologies, ITS, Jacob Eapen and Derrick Sawyer in the budgeting office to identify funds to support a scale-up. She is also working with Dr. Vance Gray to secure additional Perkins funding for HyFlex technology to offset College costs. On the marketing side, there is a small team who has worked on developing a video with CCPTV staff and recorded it in the TV studio. Dr. Rooney's staff assisted with getting the video onto the College's YouTube channel to promote HyFlex to prospective students, as well as current students to help increase retention. Benchmarks will also be set for data and reviewing any policies that must be developed to support this new modality.

Dr. Rege opened the floor for questions from the committee.

Trustee Clancy asked if any of the non-credit programs will offer the opportunity to learn via the HyFlex method. Dr. Rege replied that it has been discussed for consideration, but a final decision has not been made. However, it has been determined that because of the hands-on approach that is often required in many of those classes, specific courses have not been identified yet from that area. Trustee Clancy also asked Dr. Rege about the cost of HyFlex and if there is a one-time fee that we could pay to expand HyFlex access across the college, or if there would be an additional fee when new HyFlex classes are added. Dr. Rege explained that both she and Jacob Eapen were able to meet with the CEO from ClearTouch. The company donated display panels, as well as the PTZ cameras for the first two pilots. Based upon the installer's charges that were used to get the first two up and running, the estimated costs are between \$10,000 to \$11,000 to outfit a single classroom. To cover the costs, Dr. Rege is working with Dr. Gray and Derrick Sawyer to secure Perkins and operational funds. Dr. Alycia Marshall added that there is an instructional design feature that involves human resources, outfitting rooms with equipment and maintenance, and the human resources needed for troubleshooting and training for faculty that also have to be factored into the budget.

Trustee Epps asked if there is motivation for faculty to migrate to the HyFlex model, and for insight related to beta tracking. Dr. Marshall informed the Board that some of the faculty who are excited about online work are excited about alternative modalities including HyFlex. These faculty have volunteered for the pilot. In terms of the potential success, after students complete courses, we're hoping we will get some positive student success outcomes to share more broadly with faculty and ultimately generate even more interest. When there is real data around the student outcomes across disciplines, departments and divisions, then more faculty across the college will want to become involved. Regarding beta tracking, Dr. Marshall informed Trustee Epps that they were looking at modality and success across the board as a part of the Scheduling

for Success initiative, and that is an intentional part of data-informed decision-making around course modality.

Trustee Posoff inquired about other schools that offer HyFlex learning and their success rate, and what the vision is going forward. Dr. Rege stated that in terms of the other schools, she is watching what's happening nationally, and there's quite a variation. Some colleges are successful with HyFlex while others are not. She has made some connections with colleges where HyFlex learning is successful. The colleges that are successful with HyFlex learning provide wraparound support services for the faculty. Having a technician available in or nearby the classroom if something happens, providing training and instructional design services are all useful for a successful HyFlex learning experience for faculty and students. Trustee Posoff also asked if it was mandatory for students who log on through Zoom to stay on camera during the class session. Dr. Rege stated that there currently isn't a specific CCP policy related to this although they encourage conversations between the instructional designers and HyFlex faculty to share common questions and experiences through a repository. The intent is that faculty are creating class activities that are engaging for students.

Trustee Epps asked what the exam process is for HyFlex Learning. Dr. Rege informed him that generally, the assessment process is done asynchronously to accommodate all the students. Dr. Epps also shared there are policies relative to authentication that must be adhered to due to the accreditation process and that the College is adhering to those to ensure the academic integrity of HyFlex and all other instructional methods offered at CCP.

(c) Paralegal Studies Associate of Applied Science (A.A.S.) Academic Program Review (A)

Paralegal report provided by previously by Dr. Chae Sweet.

Trustee Fulmore-Townsend called the committee to vote for the approval of continuing the Paralegal Studies Associate of Applied Science (A.A.S.) academic program for another five years. The motion was seconded and the committee voted unanimously in favor of continuing the program.

Attachments:

HyFlex Presentation

Paralegal Studies A.A.S. Academic Program Review

COMMUNITY COLLEGE OF PHILADELPHIA
Proceedings of the Meeting of the Board of Trustees
Thursday, February 2, 2023–3:00 p.m.
Pavilion Klein Cube, Room P2-3

Present: Mr. Epps, presiding; Ms. Ajeenah Amir, Mr. Pat Clancy, Mr. Rob Dubow, Ms. Chekemma Fulmore-Townsend, Ms. Roz McPherson, Ms. Mindy Posoff, Mr. Michael Soileau, Ms. Dominique Ward, Mr. White, Dr. Donald Generals, Dr. Shannon Rooney, Ms. Josephine Di Gregorio, Dr. David Thomas, Ms. Danielle Liautaud-Watkins, Dr. Mellissia Zanjani, Ms. Carol de Fries, Dr. Alycia Marshall, Ms. Victoria Zellers, Dr. Judy Gay, and Dr. Ellyn Jo Waller

(1) Meeting Called to Order

Mr. Epps called the meeting to order and welcomed members of the Board to Black History Month. Mr. Epps reviewed the goals for the meeting.

(2) Public Comment

There were no requests for Public Comment.

(3) Report of the President

Dr. Generals stated that he and Dr. Thomas met with School District of Philadelphia Superintendent, Dr. Tony Watlington, regarding creating a K-16 career and technical education environment in Philadelphia. He stated that on January 13, 2023, he, Dr. Watlington, and Dr. Thomas toured the career and technical education (CTE) programs at Swenson Arts and Technology High School, and earlier today, Dobbins AVT High School. Dr. Generals called attention to photographs taken during the Skills USA Auto Tech Competition of students from Swenson and Dobbins which was held at the Career and Advanced Technology Center. He stated that he was hopeful that these students are future CCP students.

At the request of Dr. Generals, Dr. Thomas stated that the tours were an effort to improve opportunities for high school students with the College and career programs. Dr. Thomas stated that the College has about 26 programs with the School District of Philadelphia, and that we need to add to that number. Dr. Thomas stated that dual enrollment is part of this program, and that students are coming from all over the City.

(a) Middle States

Dr. Generals reported that the College is about a month away from the Middle States Team Visit which is scheduled for March 19-22, 2023. He stated that the Self-Study has been loaded on the Middle States portal. Dr. Generals stated that we continue to inform the College community regarding the standards of accreditation through town halls, Middle States Mondays, as well as meeting with individual departments of the College.

In response to a question regarding the schedule for the visit, Dr. Generals stated that the College has not yet received a schedule for the visit. However, he asked that members of the Board note the exit interview on their calendars for the morning of March 22, 2023.

(b) Enrollment

Dr. Generals reported that enrollment for spring is up 3.8%. Dr. Generals gave definitions of enrollment terms for the Board. He stated that unduplicated headcount means that if a student takes one course in the fall, spring, and summer, the student is counted as one student because it is unduplicated. Dr. Generals stated that the number of unduplicated students for 2021-22 was 16,569. Dr. Generals stated that the term FTE is the total amount of credits divided by 12. For 2021-22, Dr. Generals stated that FTE's totaled 8,935. Dr. Generals stated that the term duplicated headcount means that you count students every time they enroll in any semester or term. He stated that for 2021-22, the number of duplicated students totaled 25,800.

(c) Governor's Inauguration

Dr. Generals reported that he attended the Governor's inauguration on January 17, 2023. He stated that the Governor's priorities may focus on the following recommendations:

- Make Pennsylvania higher education more organizationally efficient, and improve the relationship between two-year institutions and PASSHE schools to increase collaboration between sectors;
- Strengthen postsecondary affordability and access (PHEEA), target grants for specific types of programs, and make investments in College completion and workforce; and
- Increase coordination and cooperation between the Department of Labor and Industry and the Department of Education.

(d) Professional Development Week Update

Dr. Generals thanked Ms. McPherson for delivering remarks on behalf of the Board at the opening session of Professional Development Week on January 9, 2023. He stated that the theme for this year was *Wellness, Kindness Catalyzes Change: Promoting Success for Faculty, Staff and Students at CCP*. Dr. Generals stated that the sessions were productive and well received.

(e) ACCT Legislative Priorities

Dr. Generals reported that the Association of Community College Trustees Legislative Summit is scheduled February 5-8, 2023, in Washington, DC. Dr. Generals reviewed the following legislative priorities for the Summit:

- Strengthen the Workforce Innovation and Opportunity Act;
- Support workforce Pell Grants for students in short-term programs; and
- Invest in basic needs support for students.

(f) Announcements

Dr. Generals stated that the Philadelphia Eagles are in the Super Bowl and that the College community is very excited and will be cheering the Eagles in the Super Bowl. Dr. Generals asked Dr. Rooney to update the Board on College activities planned in support of the Eagles.

Dr. Rooney provided a detailed summary of activities planned for the Eagles Pep Rally scheduled for Wednesday, February 8, 2023 at 2:00 p.m. in the Bonnell Lobby. She stated that College staff and students have been asked to wear Eagles gear to campus on February 8. Ukee Washington of CBS 3 will be the master of ceremonies for the tailgate celebration.

Dr. Generals reported that today is the second day of Black History Month. He stated that he attended a Flag Raising on campus on February 1, opening a full calendar of activities scheduled on campus for Black History Month.

Dr. Generals congratulated Mr. Soileau on his new position as Chief Executive Officer of O3 World. On behalf of the Board of Trustees, Mr. Epps congratulated Mr. Soileau and wished him the best in his new position.

(g) Foundation Report

Dr. Zanjani called attention to the Record of Grants and Gifts. She stated that for public and governmental funding, more than \$10 million was received since July 1, 2022. She noted

that most of the public and governmental funding is received through a competitive grant process. Dr. Zanjani reported that the U.S. Department of Education awarded \$94,000 in supplemental funding for year 2 of 5 for Strengthening Minority-Serving Institutions to support the Center for Male Engagement. The grant period is 10/1/22 to 9/30/23.

Dr. Zanjani reported that since July 1, 2022, more than \$2 million in funding was received through private/philanthropic fundraising initiatives, including:

- The MarcDavid Foundation made a \$1 million pledge to create an endowment for student emergency funds; \$383,000 has been received to date;
- J. P. Morgan Chase Foundation gave \$250,000 to Philadelphia Tech Pipeline Collaborative Planning;
- The Foundation, Quest for the Best, has pledged \$50,000 for scholarships for nursing students;
- Parx Casino gave \$38,000 for Strong Lives, Strong Futures, Strong Men Scholarship; the Parx Diversity and Inclusion Partnership; the Office of Collegiate Recovery; the MarcDavid LGBTQ Center; and the Center for Male Engagement;
- MOSI Foundation gave \$15,366.65 for the MOSI Foundation Endowed Scholarship; and
- A new private donor gave \$10,354.31 to create the Pierce Family Scholarship.

Regarding the capital campaign, Dr. Zanjani provided the following update:

- Campaign collateral materials, including the master case statement and a comprehensive naming opportunity has been prepared. Additional materials are being finalized to complete the packets;
- Two Focus groups will be held this month to focus on the development of personalized elevator pitches with the Foundation Directors and will be led by the Foundation Board of Director's secretary, and Executive Vice President at Tierney, Mr. Tim Spreitzer; and
- The consultants will be here in person for the next Foundation Board of Directors meeting, scheduled as a hybrid presentation on February 22, 2023. Along with the Foundation business, the consultants will continue training the directors for the campaign.

At the request of Dr. Zanjani, Dr. Waller reported that at the last Foundation Board meeting, the Directors approved a Proclamation in support of the comprehensive major gifts,

grants, and capital campaign. She stated that Board members are being asked to approve a similar Proclamation (**Attachment A**) declaring their support of the campaign and acknowledging the Board's role in its success.

Mr. Soileau moved, with Ms. Posoff seconding, that the Board approve the Proclamation. The motion carried unanimously.

- Fundraising for The Annual Giving Campaign and the Black and Gold Gala are in full swing. Both Boards should have received an annual giving appeal. Dr. Waller stated that a quick snapshot of our friendly Boards' competition is: 27% or 4 trustees have given so far for a total of \$4,500 in non-gala support; and 29% or 6 directors have given a total of \$119,550 in gala and non-gala support.
- The Gala Committee continues to fundraise for the 2023 Black and Gold Gala, which is scheduled for Wednesday, June 7, 2023, at Vie by Cescaphe. As of January 12, \$185,000 has been committed in sponsorships for the Gala.

Dr. Waller reminded the Board of the following honorees for the 2023 Black and Gold Gala:

- Alumni Achievement Award - Gunter Pfau, Founder and CEO of software company, Stuzo;
- Community Hero Award - Ryan Boyer, Business Manager of the Laborers' District Council of Philadelphia & Vicinity and the Philadelphia Building and Construction Trades Council;
- Corporate Leadership Award - Jasmine Sessoms, SVP Hilco Redevelopment Corporation; and
- Lifetime Achievement Award - Enon Tabernacle Baptist Church.

Dr. Waller encouraged members of the Board to continue making connections to facilitate additional support for the Gala.

(4) Report of the Business Affairs Committee

Mr. Soileau reported that the Business Affairs Committee met on January 18, 2023. He stated that the Committee reviewed and discussed the three-year budget. He stated that staff are working on fine tuning the budget, which will be reviewed by the Business Affairs Committee.

Regarding data, Mr. Soileau stated that the Board needs to figure out what questions it has, and come up with data to answer those question to eliminate redundancy. Mr. Soileau

suggested that maybe this issue could be discussed during a meeting of the Executive Committee.

Ms. Posoff reported that the Subcommittee on Investments met on January 27, 2023. She stated that the Subcommittee met with the College's financial consultants, TIAA and The Common Fund. Ms. Posoff stated that the Subcommittee reviewed the asset portfolios, performance, and reviewed benchmarks. Ms. Posoff stated we are trying to create the right model for the budget. The allocation was changed a year ago, and it has helped in this market in the long run. Ms. Posoff stated that the next meeting of the Subcommittee on Investments is scheduled to take place at the end of April.

After discussion, it was requested that a comprehensive review of investments be provided to the Board following the April meeting of the Subcommittee on Investments.

(5) Report of the Student Outcomes Committee

Ms. Fulmore-Townsend reported that the Student Outcomes Committee met on January 19, 2023. She stated that the Committee discussed enrollment trends. Ms. Fulmore-Townsend stated that in comparing spring 2022 and 2023, enrollment is better than the budget assumptions. Ms. Fulmore-Townsend stated that the Student Outcomes Committee will continue to monitor the enrollment trends, and will discuss, in more detail, at a future meeting of the Committee.

Ms. Fulmore-Townsend reported that the Committee discussed the Paralegal Studies. She stated the program is one of the strongest programs which draws a lot of interest. Ms. Fulmore-Townsend thanked Ms. McPherson and Mr. Epps for helping the program excel, provide access, maintaining diversity, and connecting the program with industry leaders. Ms. Fulmore-Townsend stated Ms. Posoff and Ms. McPherson will facilitate professional connections within the City to assist with meeting the program needs. Ms. Posoff will connect the Paralegal Studies faculty to the President of the American Bar Association. Ms. McPherson and Ms. Ward will connect the program with the Barristers' Association on behalf of the Board.

Ms. Fulmore-Townsend reported that the Committee discussed the Liberal Arts Honors program. She stated that the College is working on developing a new and different model of the program to encourage increased enrollment and provide access to students interested in areas outside of Liberal Arts. Ms. Fulmore-Townsend stated that currently, a new STEM Honors program model is scheduled to be developed and implemented that would open honors experiences to STEM students. She stated that implementation of the STEM honors program is planned to begin in the 2024-25 academic year.

Ms. Fulmore-Townsend reported that the Committee had discussed the Behavioral Health/Human Services report. She stated that enrollment is declining and has been for several years. Ms. Fulmore-Townsend stated that even though the program has undergone significant

revisions, enrollment in the program continues to decline. Ms. Fulmore-Townsend stated that the Committee will continue to review enrollment data for the program.

(6) Report of the Workforce Subcommittee

Ms. Posoff reported that the Workforce Subcommittee met on January 27, 2023. She stated that the Subcommittee heard a presentation from Dr. Rebecca Grant, Director of Life Sciences & Biotechnology, Philadelphia Department of Commerce, on how and why the Department of Commerce wants to position Philadelphia as the global capital of cell and gene therapy. Ms. Posoff stated that the Philadelphia region is home to more than 2,000 medical technology companies, 15 major health systems and more than 50 cutting edge cell and gene therapy development companies. Ms. Posoff stated that Dr. Grant noted that there are not enough training programs for positions in biomanufacturing and aseptic technicians. Ms. Posoff stated that Dr. Grant ended her presentation with a hope and invitation that CCP will be able to do more to help meet the need for trained technicians in life sciences.

Ms. Posoff reported that Ms. de Fries and Dr. Vishal Shah, Dean of Math, Science and Health Careers, provided a presentation on the College's assets, programs, and challenges to meeting the need of the Life Sciences industry. She stated that the presentation focused on current associate degree programs providing students with the requisite skill sets for entry level positions.

Ms. Posoff reported that Mr. Gregory Mason, Associate Vice President of Workforce and Economic Innovation, provided a brief update on the *Cyber Skills for All: Community Colleges Lead the Way* project, which is a collaboration between the American Association of Community Colleges, Microsoft, and Community College of Philadelphia. The College was selected as one of 14 community colleges nationwide to help meet the need for cybersecurity technicians.

(7) Consent Agenda

Mr. Epps requested Board approval of the following Consent Agenda:

- (a) Proceedings and Minutes of Decisions and Resolutions, Meeting of January 5, 2023
- (b) Gifts and Grants

Mr. Clancy moved, with Mr. Dubow seconding that the Board approve the Consent Agenda. The motion carried unanimously.

(8) Report of the Chair

(a) Resolution on the Appointment of Board of Directors to the Community College of Philadelphia Career and Advanced Technology Center (CATC)

Mr. Epps stated that since Mr. Ronald Bradley has announced his intent to retire from the College's Board of Trustees in the upcoming months, he will need to be replaced as a Director for the CCP CATC, Inc. Board. Mr. Epps read the Resolution on the Appointment of Board of Directors to the Community College of Philadelphia Career and Advanced Technology Center (CATC) (**Attachment B**) appointing Rob Dubow as a Director to the CCP CATC, Inc. Board of Directors through June 30, 2023 or until such time as any replacements are made by the College's Board of Trustees.

Ms. Posoff moved, with Mr. Dubow seconding, that the Board approve the Resolution appointing Rob Dubow as a Director to the CCP CATC, Inc. Board of Directors. The motion carried unanimously.

(b) Association of Community College Trustees National Legislative Summit, February 5-8, 2023 Washington, DC

Mr. Epps reported that the National Legislative Summit is scheduled February 5-8, 2023 in Washington, DC. He stated that he and a number of Board members are attending the Summit. Mr. Epps stated that he had been asked to be part of the *New Trustee Academy Panel on the Board's Fiduciary Responsibilities* scheduled for February 5, 2023, 11:15 a.m. – 12:15 p.m.

(c) Trustee Recognition

On behalf of the Board of Trustees, Mr. Epps congratulated Dominique Ward on her award for Outstanding Young Lawyer from the Barristers' Association of Philadelphia, Inc. Ms. Ward received her award at the 2023 Annual Dr. Martin Luther King, Jr. Memorial Breakfast on January 16, 2023.

(d) Involvement in Support of the Capital Campaign

Mr. Epps emphasized the importance of Board members' support of the Capital Campaign. He stated that training for the Capital Campaign is scheduled to take place in a few weeks.

(9) Old Business

There was no old business discussed.

(10) New Business

Dr. Marshall introduced Dr. Vance Gray, Associate Vice President for Academic and Student Success. The Board welcomed Dr. Gray to the College.

Ms. Zellers reported that Jessica Hurst, Associate General Counsel has left the College for a new position with the Treasury Department. She introduced David Solomon, Assistant General Counsel, who has been promoted to Associate General Counsel. The Board welcomed Mr. Solomon and wished him the best in his new role.

Mr. Epps reminded members of the Board regarding the basketball games scheduled for Thursday, February 16, 2023 beginning at 5:00 p.m. in the College's Athletic Center. Mr. Epps asked members of the Board to try to attend the games in support of the College's athletes.

Mr. Epps reported that the College's Commencement Ceremony is scheduled for Saturday, May 6, 2023 at Temple Liacouras Center. Additional information regarding the ceremony will be forthcoming.

(11) Next Meeting

The next meeting of the Board of Trustees is scheduled for Thursday, March 2, 2023 (Committee of the Whole) at 3:00 p.m. at the Career and Advanced Technology Center, 4750 Market Street, in Room 341 A & B. Mr. Epps stated that the Executive Committee meeting will be held on Wednesday, March 1, 2023 at 4:00 p.m. followed by a tour of the CATC. The dinner and presentation are scheduled for 5:30 p.m. in Room 341 A & B.

The meeting adjourned at 4:20 p.m.

(12) Executive Session

At this point in the meeting, the Board convened in Executive Session for an update on legal matters. The Board will not return following the Executive Session.

ATTACHMENT A

PROCLAMATION
of the
Community College of Philadelphia
Board of Trustees
to endorse, support and participate in a major gifts and capital campaign

WHEREAS Community College of Philadelphia (“the College”) presently serves as a leading educational provider that strengthens the regional economy through the education and training of a viable workforce; and

WHEREAS the Community College of Philadelphia’s Board of Trustees desires to support the College so that it can continue its long history of offering high-quality academic education, broad technical and career training, continuing education and services to the College’s constituencies; and

WHEREAS the Community College of Philadelphia’s Board of Trustees is dedicated to enhancing learning environments in which students complete their educational aspirations to become responsible members of society; and

WHEREAS the Community College of Philadelphia’s Board of Trustees is fully committed to continuing its support of the College’s comprehensive mission of providing accessible quality educational opportunities, promoting economic growth, and enhancing the quality of life for all people in the City of Philadelphia; and

WHEREAS the Community College of Philadelphia’s Board of Trustees highly values the continuance and enhancement of quality career/technical education and arts and athletics programs, and the reduction of students’ financial barriers; and

WHEREAS the Community College of Philadelphia’s Board of Trustees recognizes that the Community College of Philadelphia Board of Trustees is comprised of dedicated community leaders that support and promote the growth and development of the College and is centrally engaged in its advancement and betterment;

WHEREAS, on the 30th day of November, 2022, the Community College of Philadelphia Foundation’s Board of Directors, resolved to hereby fully endorse, support and participate in the work of the major and capital gifts campaign designed to acquire vital resources to advance the College’s vision, and recognized this endeavor as an institutional priority and to provide the necessary support to see the campaign through to successful completion.

NOW, AND THEREFORE, on this 2nd day of February, 2023, the Community College of Philadelphia’s Board of Trustees do hereby fully endorse, support and agree to participate in the work of the Community College Foundation’s major and capital gifts campaign designed to acquire vital resources to advance the College’s mission, vision, and recognize this endeavor as an institutional

priority and will provide the necessary support to see the campaign through to successful completion.

BOARD RESOLUTION
Appointment of Directors for CCP Career & Advanced Technology, Inc.
February 2, 2023

WHEREAS, on or about July 6, 2021, the CCP Career & Advanced Technology Center, Inc. (“CCP CATC, Inc.”) was recognized as a 501(c)(3) non-profit organization retroactive to October 20, 2020 for the purpose of benefitting the Community College of Philadelphia;

WHEREAS, under the CCP CATC, Inc. bylaws, the College’s Board of Trustees are to appoint five (5) Directors to the CCP CATC, Inc. each year with two directors being members of the College’s Board of Trustees, one Director being the College’s President and the final two (2) members of the CCP CATC, Inc. Board shall be individuals who are not currently a director, trustee, member of senior leadership, officer or employee of the College (or spouses of such persons) (each, a “Disaffiliated Director”);

WHEREAS, on June 2, 2022, the Board of Trustees for the College appointed the following Directors to the CCP CATC, Inc. for July 1, 2022 through June 30, 2023 or until such time as any replacements are made by the College’s Board of Trustees: Mr. Jeremiah White and Mr. Ronald Bradley from the College’s Board of Trustees; the College’s President as also the *ex officio* appointee under the CCP CATC, Inc., bylaws and Mr. Gerald Jones and Mr. Anthony Simonetta as the Disaffiliated Directors for the CCP CATC, Inc.;

WHEREAS, Mr. Ronald Bradley has announced his intent to retire from the College’s Board of Trustees in the upcoming months and he will need to be replaced as a Director for the CCP CATC, Inc. Board;

NOW THEREFORE, on this 2nd day of February, 2023, the College’s Board of Trustees appoints College Trustee Robert Dubow as a Director to the CCP CATC, Inc. Board of Directors through June 30, 2023 or until such time as any replacements are made by the College’s Board of Trustees.

**Community College of Philadelphia
Meeting of the Board of Trustees
March 2, 2023
Office of Institutional Advancement
Record of Grants and Gifts FY23**

Summary by Source:

	FY 2023		FY 2022	FY2023 and FY2022
Held by College	1/16/23 - 2/15/23	Fiscal Year To Date 7/1/22 - 2/15/23	Fiscal Year To Date 7/1/21 - 2/15/22	Variance 7/1 - 2/15
Federal	\$ 2,948,610	\$ 10,238,989	\$ 5,112,031	\$ 5,126,958
State	\$ -	\$ 3,130,873	\$ -	\$ 3,130,873
Local / City	\$ -	\$ -	\$ -	\$ -
Total	\$ 2,948,610	\$ 13,369,862	\$ 5,112,031	\$ 8,257,831
Held by Foundation (Cash-in-Hand)	1/16/23 - 2/15/23	Fiscal Year To Date 7/1/22 - 2/15/23	Fiscal Year To Date 7/1/21 - 2/15/22	Variance 7/1 - 2/15
Corporation	\$ 3,638	\$ 590,413	\$ 478,913	\$ 111,500
Foundation	\$ 129	\$ 1,710,562	\$ 1,408,544	\$ 302,018
Individual	\$ 58,430	\$ 300,237	\$ 597,835	\$ (297,598)
Organization	\$ 120,200	\$ 188,292	\$ 53,191	\$ 135,101
Total	\$ 182,398	\$ 2,789,504	\$ 2,538,484	\$ 251,021
TOTAL	\$ 3,131,008	\$ 16,159,366	\$ 7,650,515	\$ 8,508,852

PUBLIC / GOVERNMENT SUMMARY

Since Meeting of February 2, 2023

- The National Institute of Standards & Technology awarded \$2,948,610 for the National Telecommunications and Information Administration (NTIA)/Broadband: Connecting Minority Communities Pilot Program. The grant period is 2/1/23 to 1/31/25.

PRIVATE / PHILANTHROPIC SUMMARY

Since Meeting of February 2, 2023

- Achieving the Dream awarded \$120,000 for the Accelerating and Diversifying Nursing Pathways program.
- The Marc David Foundation gave \$383,052 to establish the Marc David Basic Needs Quasi-Endowment Fund and for the Student Care Network Emergency Fund toward a \$1.15 million pledge.
- W. W. Smith Charitable Trust gave \$44,000 for the W.W. Smith Charitable Trust Scholars Program to provide scholarships for 2023/2024.

COMMUNITY COLLEGE OF PHILADELPHIA
Meeting of the Board of Trustees
Thursday, February 2, 2023–3:00 p.m.
Pavilion Klein Cube, Room P2-3
MINUTES OF DECISIONS AND RESOLUTIONS

Present: Mr. Epps, presiding; Ms. Ajeenah Amir, Mr. Pat Clancy, Mr. Rob Dubow, Ms. Chekemma Fulmore-Townsend, Ms. Roz McPherson, Ms. Mindy Posoff, Mr. Michael Soileau, Ms. Dominique Ward, Mr. White, Dr. Donald Generals, Dr. Shannon Rooney, Ms. Josephine Di Gregorio, Dr. David Thomas, Ms. Danielle Liautaud-Watkins, Dr. Mellissia Zanjani, Ms. Carol de Fries, Dr. Alycia Marshall, Ms. Victoria Zellers, Dr. Judy Gay, and Dr. Ellyn Jo Waller

(1) Meeting Called to Order

Mr. Epps called the meeting to order, welcomed members of the Board to Black History Month, and reviewed the goals for the meeting.

(2) Public Comment

There were no requests for Public Comment.

(3) Report of the President

The Board was provided with an update on discussions that have taken place with School District of Philadelphia Superintendent, Dr. Tony Watlington, regarding creating a K-16 career and technical education environment in Philadelphia.

(a) Middle States

The College's Middle States Team Visit is scheduled for March 19-22, 2023.

(b) Enrollment

Enrollment for spring is up 3.8%. The Board was provided with definitions of enrollment terms.

(c) Governor's Inauguration

Governor Josh Shapiro's inauguration took place on January 17, 2023.

(d) Professional Development Week Update

The opening session of Professional Development Week took place on January 9, 2023. This year was *Wellness, Kindness Catalyzes Change: Promoting Success for Faculty, Staff and Students at CCP*.

(e) ACCT Legislative Priorities

The Board was provided with a list of the Association of Community College Trustees Legislative priorities.

(f) Announcements

The Board was provided with a summer of activities planned for the Eagles Pep Rally scheduled for Wednesday, February 8, 2023 at 2:00 p.m.

(g) Foundation Report

Dr. Zanjani provided a report of public and governmental funding received since July 1, 2022 as well as funding received through private/philanthropic fundraising initiatives.

The Board was provided with an update on the capital campaign.

The Board approved the Proclamation in support of the comprehensive major gifts, grants, and the capital campaign.

The Board was provided with an update on the friendly Boards' competition for the Annual Giving Campaign and the Black and Gold Gala. The Black and Gold Gala is scheduled to take place on Wednesday, June 7, 2023. The Board was informed regarding the 2023 Black and Gold Gala honorees.

(4) Report of the Business Affairs Committee

The Business Affairs Committee met on January 18, 2023. The Committee reviewed and discussed the three-year budget.

The Board was provided with an update on discussions held at the Subcommittee on Investments meeting on January 27, 2023. The Board requested that a comprehensive review of investments be provided following the April meeting of the Subcommittee on Investments.

(5) Report of the Student Outcomes Committee

The Student Outcomes Committee met on January 19, 2023. The Committee discussed enrollment trends; the Paralegal Studies program; the Liberal Arts Honors program; and the Behavioral Health/Human Services report.

(6) Report of the Workforce Subcommittee

The Workforce Subcommittee met on January 27, 2023. The Subcommittee heard a presentation from Dr. Rebecca Grant, Director of Life Sciences & Biotechnology, Philadelphia Department of Commerce, on how and why the Department of Commerce wants to position Philadelphia as the global capital of cell and gene therapy; a presentation on the College's assets, programs, and challenges to meeting the need of the Life Sciences industry; and an update on the *Cyber Skills for All: Community Colleges Lead the Way* project, which is a collaboration between the American Association of Community Colleges, Microsoft, and Community College of Philadelphia. The College was selected as one of 14 community colleges nationwide to help meet the need for cybersecurity technicians.

(7) Consent Agenda

The Board approved the following Consent Agenda:

- (a) Proceedings and Minutes of Decisions and Resolutions, Meeting of January 5, 2023
- (b) Gifts and Grants

(8) Report of the Chair

- (a) Resolution on the Appointment of Board of Directors to the Community College of Philadelphia Career and Advanced Technology Center (CATC)

The Board approved the Resolution appointing Rob Dubow as a Director to the CCP CATC, Inc. Board of Directors.

- (b) Association of Community College Trustees National Legislative Summit, February 5-8, 2023 Washington, DC

The National Legislative Summit is scheduled February 5-8, 2023 in Washington, DC.

(c) Trustee Recognition

The Board congratulated Dominique Ward on her award for Outstanding Young Lawyer from the Barristers' Association of Philadelphia, Inc.

(d) Involvement in Support of the Capital Campaign

Members of the Board were encouraged to support the capital campaign.

(9) Old Business

There was no old business discussed.

(10) New Business

The Board welcomed Dr. Vance Gray, the new Associate Vice President for Academic and Student Success.

The Board welcomed David Solomon, Associate General Counsel, and wished him the best in his new role.

Members of the Board were reminded regarding the basketball games scheduled for Thursday, February 16, 2023 beginning at 5:00 p.m. in the College's Athletic Center.

The College's Commencement Ceremony is scheduled for Saturday, May 6, 2023 at Temple Liacouras Center.

(11) Next Meeting

The next meeting of the Board of Trustees is scheduled for Thursday, March 2, 2023 (Committee of the Whole) at 3:00 p.m. at the Career and Advanced Technology Center, 4750 Market Street, in Room 341 A & B. Mr. Epps stated that the Executive Committee meeting will be held on Wednesday, March 1, 2023 at 4:00 p.m. followed by a tour of the CATC. The dinner and presentation are scheduled for 5:30 p.m. in Room 341 A & B.

The meeting adjourned at 4:20 p.m.

(12) Executive Session

At this point in the meeting, the Board convened in Executive Session for an update on legal matters. The Board will not return following the Executive Session.

March 2023 Events

Join us in celebrating Women's History Month this March!

March 15

Women's History Brunch | 11:30 a.m.-1:00 p.m. | Northeast Regional Center, Room 124

Please join students and staff at CCP's Northeast Regional Center for a brunch to celebrate Women's History Month. Trivia and prizes provided.

March 16

Women's History Month Fireside Chat | 12 p.m. | Winnet Lobby

Our College president, Dr. General, is known for creating thoughtful dialogue and inclusive conversations at his fireside chats. Open your mind and bring your ideas on the pertinent topics that have been covered throughout the month.

March 21

Jefferson Mammogram Van | 9 a.m. to 4 p.m. | Mint Building (Parked outside)

Join the Women's Outreach and Advocacy Center and CCP's Human Resources Team, in collaboration with the Sidney Kimmel Cancer Center at Jefferson Health. We will be hosting a free Mammogram Van for cancer screenings. Must register in advance.

March 21

Gender and the Justice System: Process Group | 12 p.m. to 1 p.m. | Bonnell Bldg, BG-07

Staff from Women's Outreach and Advocacy Center, CCP's Fox Rothschild Center for Law and Society, and Lutheran Settlement House will facilitate a group for students to discuss their experiences with gender and the criminal justice system. Additional support will be available for students with experiences of domestic or sexual violence.

March 23 & March 30

Women's Poetry & Songwriting Circle | 1 p.m. | Winnet Building, Coffeehouse

Join the Women's Outreach and Advocacy Center with musicians from WXPN and World Café Live for a two-session women's poetry and songwriting series. Join for one meeting, or both, to express yourself with help from professional writers and musicians.

March 30

Women and Auto/MH Truck Technology - Hear from our Role Models | 12 to 2 p.m. | CATC, 150

The Transportation Technologies department has a National Science Foundation grant to build knowledge and recruit women into the college's Transportation programs. We will hear from those who are leaders in the industry and understand what it takes to be a successful female in the business.

March 2023 Events

March 30

Celebrating Women Leadership in DEI Luncheon | 12 p.m. to 1 p.m. | CBI Bldg, C2-28

To mark the close of Women's History Month, please join the Faculty Center for Teaching and Learning and Title III at a luncheon to celebrate women in higher education. The luncheon will feature a panel of women from area institutions who are leading efforts in diversity, equity, and inclusion on their campuses

March 30

Women's History Month: Student Leadership Celebration | 4:30 p.m. to 6 p.m. | Winnet Bldg, Lobby

Please join the Women's Outreach and Advocacy Center for a Women's History Month reception to celebrate student leadership at the College. Light refreshments will be served. Guest Speaker: Diane Cornman-Levy, Executive Director, Women's Way

Other Events

24th Annual Law and Society Week Continues | Various Times and locations through March 2

The Voice of Justice: Bringing Down Barriers and Building Bridges to Equality

This year's Law and Society Week sessions will highlight various barriers existing within the justice system and the community. From examining unconscious bias to exploring the deep roots of reentry, workshops will offer attendees the opportunity to hear the voice of justice, heal from the trauma of injustice and help to effectuate positive change moving forward.

Architectural, Design & Construction Student Art Show | Through March 15 | Mint Building, Rotunda

Visit the fascinating display of art. Held annually, this is a showcase of student art on display. Check out the unique works of art while enjoying the Zen atmosphere of the Rotunda

March 3

CME-Real Talk/Next Level Mentor | 12 to 1:30 p.m. | Winnet Building, Coffeehouse

A Real Talk with CME students, CME staff, community mentors/leaders, and other external partners regarding the topic of choice.

March 13

Middle States Town Hall Meeting | 11 a.m. to 1 p.m. | CATC 341 & Virtual

We'll be revisiting the Middle States accreditation process as well as what you should know ahead of the MSCHE team visit to the College from March 19 to 22, 2023

March 16

Be Empowered Workshop: Preparing for Financial Aid | 1 to 2 p.m. | Winnet Building, S2-03

A financial aid advisor will be present to help you prepare to file for financial aid.

March 2023 Events

March 23

Introduce a Girl to Engineering Day | 10 a.m. to 2 p.m. | Winnet Bldg, S2-19

Introduce a Girl to Engineering Design Competition is an annual event for the Jr. STEM Academy. The day consists of a Q&A panel with industry professionals and college students and concludes with an engineering design competition. This year's theme is Civil Engineering - Assistive Home Design.

March 30

Clinical Trials Research Conference | 8:30 am to 4:30 p.m. | Winnet Bldg, S2-19

The 2023 Clinical Trials Research Conference will educate students and attendees about the critical role clinical trials play in the diagnosis and prevention of disease. Join us to learn about the possible career and educational pathways offered in this rapidly growing field, as well as the critical role that diversity plays in producing high quality research. Attend to interact with renowned speakers from local universities and health care companies.

March 30

American Red Cross CPR Training | 12 to 1 p.m. | Pavilion Bldg, Klein Cube

Free CPR Training available for staff and faculty. Sponsored by the Office of Human Resources

Highlights

Spring Break

March 6 – 12

Athletics

Men's Volleyball Season

Check out the Schedule on the CCP Athletics Website

Middle States Commission on Higher Education

Formal Accreditation Visit

March 19-22