

Meeting of the Board of Trustees, Thursday, May 4, 2023, 3:00 p.m. Pavilion Klein Cube/Hybrid

## AGENDA

### (1) Meeting Called to Order

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

- Update the Board on Graduation
- Workforce Program Update

### (2) Public Comment

### (3) Report of the President

#### (a) Update the Board on Graduation

- Graduation Data
- Logistics
- Speaker – Mayor Jim Kenney

#### (b) Digital, Gene, and Cell Pipeline Programs

- Education Design Lab
- JP Morgan Grant
- NTIA Grant
- Aseptic/Gene and Cell Workforce Programs

#### (c) Foundation Report (Dr. Mellissia Zanjani and Dr. Ellyn Jo Waller)

### (4) Business Affairs Committee, April 19, 2023

April 19, 2023 Business Affairs Committee Meeting Minutes

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#### (a) NTIA Partner Agreements (Action)

- Wilco - \$240,000
- BlocPower - \$240,000
- PCsforPeople - \$1,450,000

**(5) Student Outcomes Committee, April 20, 2023**

**(a) Honorary Degree (Action)**

**(6) Workforce Subcommittee, April 26, 2023**

**(7) Consent Agenda**

**(a) Proceedings and Minutes of Decisions and Resolutions, Meeting of April 6, 2023**

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**(b) Gifts and Grants**

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**(c) EAB Global, Inc. Starfish Enterprise Success Platform – 5-Year Renewal Agreement with EAB, Global, Inc.**

**(e) Oracle Licensing**

**(f) New Age Development Group Change Order Seven for the Library & Learning Commons Project**

**(8) Report of the Chair**

**(a) Reminder: Nominations for Board Officers**

**(b) Board Self-Assessment**

**(d) Black and Gold Gala**

**(e) Nurses Pinning Ceremony and Academic Awards**

**(9) Old Business**

**(10) New Business**

**(11) Next Meeting: Thursday, June 1, 2023, 3:00 p.m.  
Pavilion Klein Cube, Room P2-3/Hybrid**

**Committee Meetings**

Student Outcomes Thursday, May 18, 2023, 10:00 a.m.  
Isadore A. Shrager Boardroom, M2-1  
Hybrid

Business Affairs Wednesday, May 24, 2023, 9:00 a.m.  
Isadore A. Shrager Boardroom, M2-1  
Hybrid

Workforce Subcommittee Thursday, June 29, 2023, 10:00 a.m.  
Isadore A. Shrager Boardroom, M2-1  
Hybrid

## Upcoming Events

College Budget Hearing Tuesday, May 2, 2023 – Virtual

Nurses Pinning Ceremony Friday, May 5, 2023 – 10:00 a.m.  
Athletic Center

Academic Awards Ceremony Friday, May 5, 2023 – 4:00 p.m.  
Bonnell Large Auditorium – BG-20

Commencement Ceremony Saturday, May 6, 2023 – 10:00 a.m.  
Board arrival – no later than 9:15 a.m.  
Temple Liacouras Center – Courtside Club

Black and Gold Gala Wednesday, June 7, 2023 – 6:30 p.m.  
Vie by Cescaphe, 600 North Broad Street

Diagnostic Medical Imaging Pinning Thursday, June 29, 2023, 5:00 p.m.  
Ceremony Bonnell Building, Large Auditorium, BG-20

May 2023 Calendar of Events.pdf

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## (12) Executive Session

The Board will convene in Executive Session for an update on personnel, legal matters and negotiations. 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, April 19, 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. (*via Zoom*), Dominique Ward, Esq. (*via Zoom*), and Mr. Harold Epps (*via Zoom*)

**Present for the Administration:** Dr. Donald Guy Generals (*via Zoom*), Mr. Jacob Eapen, Ms. Marsia Henley, Danielle Liautaud-Watkins, Esq., Mr. Gim Lim, Dr. Shannon Rooney, Mr. Derrick Sawyer, Mr. Tim Trzaska, Victoria Zellers, Esq., Mr. John Wiggins, Dr. Joan Bush, Dr. Lynne Sutherland, Ms. Ayanna Washington, Dr. Alycia Marshall, and Mr. Vijay Sonty

**Guests:** Ms. Kate McClinchey, Chief of Staff in Finance, City of Philadelphia (*via Zoom*)  
Dr. Judith Gay, Vice President Emerita (*via Zoom*)  
Ms. Rebecca Cordes Chan, Friends of the Rail Park (*via Zoom*)  
Ms. Rachael Viscidy, Friends of the Rail Park (*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.

**(1) Friends of the Rail Park (Information Item)**

Mr. Michael Soileau stated that he invited the Friends of the Rail Park to do a presentation (Attachment B) to talk about their project. Mr. Soileau stated that he feels that it is important for the College to hear from them as a community partner and how the College could further understand how they might impact anything to do with the College. Mr. Soileau asked for the staff of the Friends of the Rail Park to introduce themselves.

Ms. Rebecca Cordes Chan stated that she is the Executive Director of Friends of the Rail Park and Ms. Rachael Viscidy stated she is the Community Development Officer of Friends of the Rail Park. Ms. Cordes Chan stated the Friends of the Rail Park's mission is to build bold a transformative and inclusive public space. The Friends of the Rail Park want to transform three miles of unutilized railway into public space and a greenway that would connect more than ten Philadelphia neighborhoods.

Mr. Cordes Chan stated that the Friends of the Rail Park are focusing on three items: 1) Activating and stewarding phase one of the Rail Park which is located only a few blocks from the Main Campus of the College at Barnes & Noble; 2) Advocating, planning and resource future phases; and 3) Advancing equitable development strategies in support of the communities. Ms. Cordes Chan stated that she and Ms. Viscidy are part of a large team who are supporting the vision. The Friends of the Rail Park have a staff of six and a 13-member Board and work with a number of committees and volunteers who contribute hundreds of hours annually to keep the park clean and green, as well as making sure events are well staffed. They also work with many consultants and several thousands of donors, supporters and other people who are actively involved in the vision.

Ms. Cordes Chan stated that Friends of the Rail Park's vision is to build a three-mile greenway to connect people to the city and each other. She stated that all of the supporters really believe and subscribe to this vision of connecting and utilizing these unused spaces in a way that is accessible and inclusive to celebrate the arts culture and environment of the neighborhood that will be part of the future park. Ms. Cordes Chan stated that the site will start by Northern Liberties and work down into Chinatown and cut across the City, all the way to the Fairmount and Brewerytown neighborhoods. She stated the proof of concept of Phase I with the before-and-after pictures (shown in the presentation). Ms. Cordes Chan stated this has been possible with the partnerships between the City of Philadelphia Streets Department, Parks and Recreation Department, the Center City District, the Friends of the Rail Park, and SEPTA.

Ms. Cordes Chan stated that the Friends of the Rail Park near the end of 2021 commissioned and ended up completing a visioning study. She stated that the Friends of the Rail Park hired Sasaki, an internationally known design firm, to work with them on the study. Sasaki has really helped them to understand what the next steps of the development, who are the necessary partners that they need to bring onboard and also where they should go for the next phase. The Friends of the Rail Park are planning to release the full study hopefully by late spring or early summer. Ms. Cordes Chan stated that the Friends of the Rail Park are basically looking at between Broad and 22<sup>nd</sup> Street from the Inquirer Building to the Rodin Museum for Phase II. This is directly going through the heart of the Main Campus of the Community College of Philadelphia. Ms. Cordes Chan stated that the study actually took a step back as well and went through the values and the benefits that the Rail Park would also have being part of the communities.

Ms. Cordes Chan stated that the Rail Park knows that they are in alignment with DVRPA (Delaware Valley Regional Planning Commission) long-range plans. It is going to have immense benefits because there are over 100,000 people within a ten-minute walk of the proposed route. She stated that she feels that this is actually undercounting the number of people that it would be benefiting. Ms. Cordes Chan stated the Rail Park knows there will be tremendous mobility benefits. She stated that the slide of the presentation shows all of the different transit stops within that ten-minute walk and how it will be providing a lot of network connection. She also stated that accessibility is a huge thing for the Rail Park especially from the things they learned from Phase I and making sure this is an accessible space for people with disabilities, walkers, bikers and people with strollers, etc.

Ms. Cordes Chan stated there is also economic benefits to the space as well as learning from peers from across the country. She stated that the Friends of the Rail Park really want to double down on its efforts to support small businesses and to think very carefully about the procurement in addition to its traditional economic development that happens with a large development project.

Ms. Cordes Chan stated that as Friends of the Rail Park will focus on Phase II, the business known as the "Cut." She referenced in the presentation of what the space looked like a year before it was mowed down. She thinks about the space for students and faculty as a passage for them to really enjoy, as well as to practice a very tangible educational experience, the stewardship, health and wellness and thinking about the possibilities right in the heart of Community College of Philadelphia's campus.

Ms. Cordes Chan stated that Friends of the Rail Park are enthusiastic about potential for permanent activation of the space and the benefits it would might have for the College. She stated that the study left Friends of the Rail Park with the implementation plan and where they go from here. This plan basically calls for many different pre-development studies, government models, as well as their next steps prior to any sort of intense engagement planning or design. Ms. Cordes Chan stated that the Friends of the Rail Park would like access to the College's parking garage as well as the building shown in the presentation. Both of the choices of these facilities and having access

to those spaces would enable Friends of the Rail Park to continue their research and the feasibility study Phase II. Ms. Cordes Chan asked if anyone have any questions or concerns.

Mr. Soileau stated it is a fantastic plan and the College has seen the benefits of the Phase I project and what has happened in other cities around the country when they repurpose these types of properties. He then asked if anyone had any questions. Ms. Ward stated it sounds like a phenomenal opportunity; however, she needs more time to work through the materials to come up with additional or supplemental questions at this point but thanked Ms. Cordes Chan for the presentation. Mr. Soileau stated that the Friends of the Rail Park one ask was for access to continue to do their research. He stated that the Business Affairs Committee will take it under consideration to figure out the best way to enable it and get back to the Friends of the Rail Park.

Mr. Soileau stated that the deck will be distributed (please refer to Attachment B) in order for the Committee to take some time to look over the materials and the Committee will reply back to Ms. Cordes Chan and Ms. Viscidy at an appropriate time for them to give the Committee a more in-depth review and Q&A.

**(2) EAB Global, Inc. Starfish Enterprise Success Platform – 3-Year Renewal Agreement with EAB, Global Inc. (Action Item)**

Discussion: Mr. Eapen stated the first action item is the contract with EAB Global, Inc. for the Starfish Enterprise Success Platform. He stated that the College is proposing to enter into a five-year renewal contract with the option to opt out after the 3<sup>rd</sup> year if needed, for services delivered under the program.

Dr. Bush asked that Dr. Lynne Sutherland to provide a brief presentation (Attachment C). Dr. Sutherland stated the College uses the Starfish for the early academic alert system which is a system that allows faculty to alert students and other people who support students on campus about concerns they have in the classroom and the second part is for support staff, advisors, counselors, coaches, student success navigators and others to respond to and proactively outreach to students and offer them help. Dr. Sutherland stated that the College sets a few goals and that one of the goals was to increase the number of faculty to use the Starfish system. As a result, it has moved from about 43% of faculty teaching in a given term who are using Starfish to raise flags, kudos or referrals. Dr. Sutherland reported that in the fall of 2022, the College has increased it to 51.5%. The more faculty in the College is using Starfish, the more the College can be alerted to those students who need help. Dr. Sutherland stated that the second part of that equation is the alert and the proactive outreach. She stated that some students will respond to a faculty member right away when they get an email out of Starfish, but some will not respond and those students need that extra support.

Dr. Sutherland stated that the College has a “flag clearing” team because the alerts are called flags in Starfish and these support staff are all around the College that reach out to students. She stated there are two outcomes to an outreach: 1) a meaningful connection with the student and the faculty to discuss the issue and come up with a plan; and 2) the student doesn’t reach back in. Dr. Sutherland stated that one of the things they were able to show with the Fall 2022 data is that when the faculty (support staff) have a meaningful connection with the student versus outreaching or not, those students were 16.2% more likely to complete the course. Dr. Sutherland pointed out that when viewing the rows of the non-completers who stopped attending, you will note the complete opposite relationship so there are more students who, if they do not have a meaningful connection, they will be more likely not pass the course or stop attending.

Dr. Bush added that Starfish is an educational and tracking tool so that advisors, counselors, and Catto coaches can go into Starfish and review notes by various faculty and support staff. She stated that overall Starfish is a great “wrap around” communications tool. She highlighted from the

attached chart that over 4,000 students made appointments in the Fall 2022 semester which was very impressive. Additionally, in the Fall 2022 semester, there were over 13,000 appointments among Catto, Counseling and Academic Advising which will help retention and completion at the College. Dr. Bush stated that a short presentation on Starfish is provided at registration events informing students how they can connect virtually or in person with faculty and support staff.

Dr. Sutherland pointed out she was recently copied on an email from a counselor to the College's Single Stop Director regarding Starfish as a referral system and highlighted that the student being helped stated that Starfish is an "amazing customer service" which helps counseling do its job seamlessly.

Mr. Epps asked what is the plan to get the utilization rate to 100%. Dr. Marshall responded that she has been working with her team to utilize a broad-scale communications plan about the importance of utilizing Starfish. In addition to conducting Department Head meetings, Dr. Marshall stated that she had panels of faculty, staff, advisors and counselors who have been actively engaged in using Starfish and talking about the success of the students who use Starfish. She stated that for the Fall 2023 semester, Divisional meetings will continue to be held regarding Starfish and she will give her Division a "hard push" in utilizing Starfish. Dr. Marshall stated that information will be shared on some of the student success data and will wrap the information into the Division's planning around student success, access, equity and completion. She stated that is a broader communications piece that the Division needs to do to move the "needle" with our students.

Mr. Eapen stated that staff is requesting that the Business Affairs Committee recommend to the full Board that the College enter into a 5-year renewal contract with EAB Global, Inc. at a total amount of \$885,000 with an option to opt out after the 3<sup>rd</sup> year, for services delivered through the Starfish software platform effective July 2023. The funds will come out of the Operating Budget.

Action: Mr. Epps moved and Mr. Dubow seconded the motion that the Business Affairs Committee recommend to the full Board that the College enter into a 5-year renewal contract with EAB Global, Inc. at a total amount of \$885,000 with an option to opt out after the 3<sup>rd</sup> year, for services delivered through the Starfish software platform effective July 2023. The funds will come out of the Operating Budget. The notion passed unanimously.

### **(3) The NTIA Grant Partner Agreements (Action Item)**

Discussion: Mr. Eapen stated that the Community College of Philadelphia was recently awarded a \$2.9 million NTIA (National Telecommunications and Information Administration) Grant. He asked Mr. Sonty to provide a brief overview of the grant.

Mr. Sonty stated that NTIA program goals include: expanding access to needed technology devices, access to internet connectivity (wireless and 5G broadband), training (digital literacy and technology certifications, and workforce development (job placement). He stated that NTIA is the overarching institution and that the project program is the "Connecting Minority Communities Pilot Program." Mr. Sonty stated that the College's goal is to provide 300 Philadelphians with a free laptop, wireless connectivity for a two-year period, have them trained and certified in courses like Amazon Web Services, and finally get them to find a job. At this point, the College is two months into the program and making a lot of headway and it is more than likely, that the College will get an extension for year three.

Mr. Sonty stated that the College has partnered with the City of Philadelphia, Amazon Web Services (AWS), Bloc Power, PCsforPeople, and Wilco, Inc. to realize the Grant. This investment in broadband expansion throughout the community will enable continued learning on and off campus

and create expanded broadband access for families throughout the local community. Mr. Sonty stated that when the College applied for the NTIA grant in November, 2021, the College worked closely with Mr. Mark Wheeler who is the Chief Information Officer for the City of Philadelphia. He stated that the City was very supportive of the initiative. Additionally, Mr. Sonty stated that he is part of the City's Digital Literacy Alliance program where he meets every month with the City, not only to expand broadband but to get Philadelphians trained and certified and getting them to find jobs. He stated that the City and the State are enhancing broadband connectivity with the BEAD (Broadband Equity, Access, and Deployment) Program.

Ms. Henley addressed the demographics on the partners. She stated that Wilco, Inc. is a 100 percent MBE-owned firm and is based in Fort Washington, PA. Wilco has 15 employees, of which 54% are diverse in its workforce. Ms. Henley stated that PCsforPeople are located in St. Paul, Minnesota with a total of 227 employees, of which 9 percent are diverse in its workforce. Ms. Henley stated that Bloc Power is 100 percent MBE-owned and is located in Brooklyn, New York with a total of 78 employees, of which 60 percent are diverse in its workforce.

Mr. Epps asked about the work of the partners. Mr. Sonty responded that there are three partners involved. The first partner is Wilco which is responsible for creating a community awareness and, as part of this grant, Wilco will determine the sites for installation of the rooftop antennas and will seek the City's assistance if needed. Mr. Sonty stated that PCsforPeople offers quality refurbished desktops, laptops, internet, and accessories to thousands of individuals and nonprofits in 9 states through 10 locations. He stated that PCsforPeople has been distributing over 260,000 computers since 1998 on this project. Their role is to commission the cellular towers, issue the laptops and provide digital literacy support and training. PCsforPeople responsibilities will include the design and construction of the fixed wireless network and providing 300 laptops for the program recipients. Mr. Sonty stated that BlocPower is an energy technology startup that focuses on developing healthy, green, and smart cities. Their responsibilities will include workforce development and developing employer partners for job placement opportunities.

Discussion centered on a good substantial part of this technical work has to leave Pennsylvania and that work could be sourced locally in Philadelphia or Pennsylvania. Mr. Soileau asked how many cell sites are involved. Mr. Sonty responded that two sites have been identified and the College will be commissioning 6 to 8 antennas or towers. Mr. Soileau asked if these antennas or towers will be geographically located on campus. Mr. Sonty responded that two sites were identified in the proposal: one at the West Philadelphia Regional Center and the other at the Northwest Regional Center which the College is looking to place a hold on this location. He stated that the College may have to look at another site. Mr. Sonty stated that the FCC (Federal Communications Commission) has done an assessment of all the underserved broadband areas so the College is only qualified to set up the antennas in the West Philadelphia and Northwest Philadelphia areas. He stated that these towers have a one-mile radius transmission capability so the College's goal is to do two sites; however, if that does not work, the College will opt for one site and go to a 2 to a 3-mile radius. Mr. Soileau asked if the antennas are rooftop-mounted. Mr. Sonty stated that they are small rooftop-mounted antennas. Mr. Soileau asked if they are 5G. Mr. Sonty answered in the affirmative.

Mr. Soileau requested that all background materials on the NTIA Grant be sent to the Business Affairs Committee. Discussion then centered on human health impact studies on 5G.

Mr. Eapen stated that staff is requesting that the Business Affairs Committee recommend to the full Board that the College enter into a contract with Wilco, BlocPower and PC'sforPeople to seek services to fulfill the NTIA Grant requirements. The not-to-exceed contract amounts are as follows: Wilco - \$240,000, BlocPower - \$240,000 and PC'sforPeople - \$1,122,710. The funds will be paid from the NTIA Grant.



**Please Note:** The Committee as a whole decided to table the motion until the Business Affairs Committee receives sufficient information on the background of the NTIA Grant Partner Agreements. Mr. Soileau is giving the Business Affairs Committee one week (April 26<sup>th</sup>) to decide to move it the full Board for approval at the May 4, 2023 meeting.

**(4) Oracle Licensing (Action Item)**

Mr. Eapen stated that since December 2020, Oracle has made some additions to its software offerings and the College is interested in licensing an additional product which is called the Oracle Advanced Security (ASO). He asked Mr. Sonty to provide a brief overview.

Mr. Sonty stated that the Oracle Advanced Security is to help address the regulatory compliance requirements by protecting sensitive data on the network, on storage media and with the database from unauthorized disclosure. He stated that these regulatory requirements include Payment Card Industry Data Security Standard (PCI), Health Insurance Portability and Accountability Act (HIPPA), and recent breach notification laws such as Gramm-Leach-Bliley Act (GLBA). GLBA applies to higher education institutions specifically to the collection, storage and use of student financial records containing personally identifiable information.

Mr. Sonty stated that all educational institutions need to comply with GLBA. He stated that any student financial data should be encrypted whether it is static or being transmitted. Mr. Sonty stated that the Oracle Advanced Security tool will help the College with GLBA compliance (securing Student Financial Data) by encryption.

Mr. Eapen stated that staff is requesting that the Business Affairs Committee recommend to the full Board that the College enter into a four-year contract with Oracle, which will include the Oracle Advanced Security package for an amount not to exceed \$1,454,670. This will be paid for with Operating Budget dollars.

Mr. Dubow asked if the amount will be even over the 4 years or escalate. Mr. Sonty responded that the College is currently negotiating to bring down the price per year at approximately \$340,000 per year which will total approximately \$1,360,000.

**Action:** Mr. Dubow moved and Mr. Herzog seconded the motion that the Business Affairs Committee recommend to the full Board that the College enter into a four-year contract with Oracle, which will include the Oracle Advanced Security for an amount not to exceed \$1,454,670. This will be paid for with Operating Budget dollars. The motion passed unanimously.

**(5) New Age Development Group Change Order Seven for the Library & Learning Commons Project (Action Item)**

**Discussion:** Mr. Eapen stated that this is the final change order to close out this project. This change order is the result of unforeseen conditions, design changes to increase sustainability, and safety. Mr. Eapen asked Mr. Wiggins to provide brief overview.

Mr. Wiggins stated that when the hidden stairs connecting the West Building to the Mint Building were revealed, it was discovered that the stairs were not demolished with a clean cut as shown on prints resulting in change in how the stair framing had to be reworked to attach new stairs to existing conditions. The stairs called for wooden stair rails. Wooden stair rails have been problematic over time for the Facilities staff. Mr. Wiggins stated that College staff changed this to stainless steel for durability and to match the look of the rest of the project. He stated that additional waterproofing was added to the project to help protect the room on the ground that has been leaking. It was prudent to increase the amount of waterproofing in that area to help protect College assets.

Mr. Wiggins stated that for safety reasons, staff requested scaffolding to protect patrons that were entering the newly open Saxby's while construction was ongoing. Also, when this project was designed, locksets for doors were not on the same standard for the College's keying system. At that time, the College did not have a locksmith in-house to bring this up to our safety regulations, so the College obtained the New Age Development Group to change these locks to help keep the door warranty in place. These change orders (Attachment D) amount to \$142,710, thereby increasing the original contract amount of \$7,693,491 to \$9,004,113.

Mr. Eapen stated that staff is requesting that the Business Affairs Committee recommend to the full Board the approval of the New Age Development Group Change Order Seven for the Library Learning Commons Project in the amount of \$142,710. The funds for these change orders will come from the Capital Budget. Mr. Eapen reminded the Committee that the Capital Budget Plan was presented to the Committee from September through August and this change order was not in the plan. However, Mr. Eapen pointed out that the College was able to get funding for the new generator from the insurance company which will offset this payment

Action: Mr. Epps moved and Mr. Herzog seconded the motion that the Business Affairs Committee recommend to the full Board the approval of the New Age Development Group Change Order Seven for the Library Learning Commons Project in the amount of \$142,710. The funds for these change orders will come from the Capital Budget. The motion passed unanimously.

**(6) Approve the Engagement of Mattison Advisors, LLC to Lead the JP Morgan Grant for the Philadelphia Tech Pipeline Planning Consultant (Action Item)**

Discussion: Mr. Eapen stated that JP Morgan awarded a planning grant to CCP in the amount of \$250,000 for a facilitated planning process to take place starting in February 2023, with a program launch envisioned for September 2024. He asked that Ms. Ayanna Washington provide a brief overview.

Ms. Washington stated that back in August, the College was approached by Ms. Jac Rivers, Vice President Program Officer from JP Morgan who was looking to convene community partners throughout the City to focus on City youth between the ages of 16-21 in underserved and underrepresented communities which includes DiverseForce, Hopeworks, Graduate Philadelphia and CCP. Ms. Washington stated that JP Morgan identified three high schools that they believed would be amenable and nimble to partner with the PTPC partners, all of which serve a student population that is 100% economically disadvantaged (Community Eligibility Provision- CEP rate): Vaux Big Picture High School, El Centro Big Picture High School, and The Workshop School. She stated that this convening led to the creation of The Philadelphia Tech Pipeline Collaborative (PTPC).

Ms. Washington stated that there were four consultants who were referred for this grant by PTPC partners; Mattison Advisors, LLC, Catherine Cavanaugh Wolfgang, Equitable Cities Consulting, LLC and Rvesta. Out of the four referred consultants, Mattison Advisors LLC was the only referred consultant group that submitted a bid proposal. Inquiries for this bid were due on February 22<sup>nd</sup> and submission of proposals were due by March 17<sup>th</sup>. Four proposals were received from: Allegro Learning Solutions, Saperde, LLC, DuringConsult and Mattison Advisors LLC.

Ms. Washington stated that Mattison Advisors' initial budget and scope of work was \$176,700 and was revised to reflect \$129,680. To ensure that the proposal that Mattison Advisors submitted wouldn't compromise the outcomes the PTPC partners expected to achieve during the planning grant phase, Mattison Advisors outlined specifically what would be removed from the current scope of work and budget as follows:

- Removed piloting the program to be considered for phase 2 (implementation)
- Removed the visioning exercise, and
- Reduced the hours for stakeholder engagement, curriculum design and the project management hours associated with the field testing.

Ms. Washington stated that this provided Mattison Advisors LLC with an opportunity to reduce their original budget by \$47,020. The original budget approved by JP Morgan was for \$91,000 which required the PTPC partners and CCP to agree on what budgeted resources the College could reallocate to cover the additional fees to cover the increased consultant budget. The original program budget included a \$12,000 allocation (budget of \$36,000) as a sub-grant to the 3 partnering high schools based on the funders request to ensure equitable allocation of the budget on behalf of the partnering schools. (See Attachment E.)

Ms. Henley provided the demographics on Mattison Advisors, LLC which is a 100 percent MBE-owned firm and is based in Cherry Hill, NJ. She stated that Mattison Advisors, LLC has 3 employees, of which 66% is in their diverse workforce.

Ms. Ward asked what makes Mattison Advisors, LLC the choice as the planning consultant in terms of their cost. Ms. Washington responded that Mattison Advisors, LLC has the access and exposure of doing the scope of work whereas the other consultant groups did not have work exposed in the Philadelphia area but in rural and in much smaller spaces. Ms. Washington stated that Mattison Advisors, LLC has a "comfort level" in working in an urban city environment and after carefully looking at their proposal, College staff felt very comfortable that Mattison Advisors, LLC was worth the amount to fulfill the grant requirements. Mr. Epps asked how wide is the gap from the other consultants. Ms. Washington responded that it is roughly \$26,000.

Mr. Eapen stated that staff is requesting that the Business Affairs Committee recommend to the full Board that the College enter into a contract with Mattison Advisors, LLC Planning Consultant to fulfill the Grant requirements in the amount of \$129,680. The funds will be paid from the JP Morgan grant.

Action: Mr. Herzog moved and Mr. Dubow seconded the motion that the Business Affairs Committee recommend to the full Board that the College enter into a contract with Mattison Advisors LLC, Planning Consultant to fulfill the Grant requirements in the amount of \$129,680. The funds will be paid from the JP Morgan grant. The motion passed unanimously.

## **(7) Next Meeting (Information Item)**

The next regularly scheduled Hybrid meeting of the Business Affairs Committee is scheduled for Wednesday, May 24, 2023 at 9:00 A.M.

## **EXECUTIVE SESSION**

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

Lmh/lh  
Attachments

**ATTACHMENT A FUNDING**  
**FOR ACTIONS ITEMS**

**BUSINESS AFFAIRS COMMITTEE MEETING**

**AGENDA: April 19, 2023**

<b>Agenda No.</b>	<b>Vendor/Consultant</b>	<b>Amount</b>	<b>Source</b>
2.	EAB Global, Inc.	\$885,000	Operating Budget
3.	Wilco BlocPower PC'sforPeople	Not-to-Exceed Contract Amounts: \$240,000 \$240,000 \$1,122,710	NTIA Grant
4.	Oracle	For an amount Not to exceed \$1,454,670	Operating Budget
5.	New Age Development Group	\$142,710	Capital Budget
6.	Mattison Advisors, LLC	\$129,680	JP Morgan Grant

## **ATTACHMENT B**

### **Friends of the Rail Park Presentation**

鐵路公園

# THE RAIL PARK

Friends of the Rail Park  
[therailpark.org](http://therailpark.org)  
@therailpark



RAIL

**Please Note: The following information is private and not intended for public distribution.**

# FRIENDS OF THE RAIL PARK

**Our Mission:** To build bold, transformative, and inclusive public space that connects people to the city and each other.

**Our Vision:** Through cross sector partnership and community collaboration, the Rail Park will transform a historic railway into three miles of linear park and pathway, enriching the health, culture, and ecology of the city, and creating inclusive opportunities for Philadelphians.

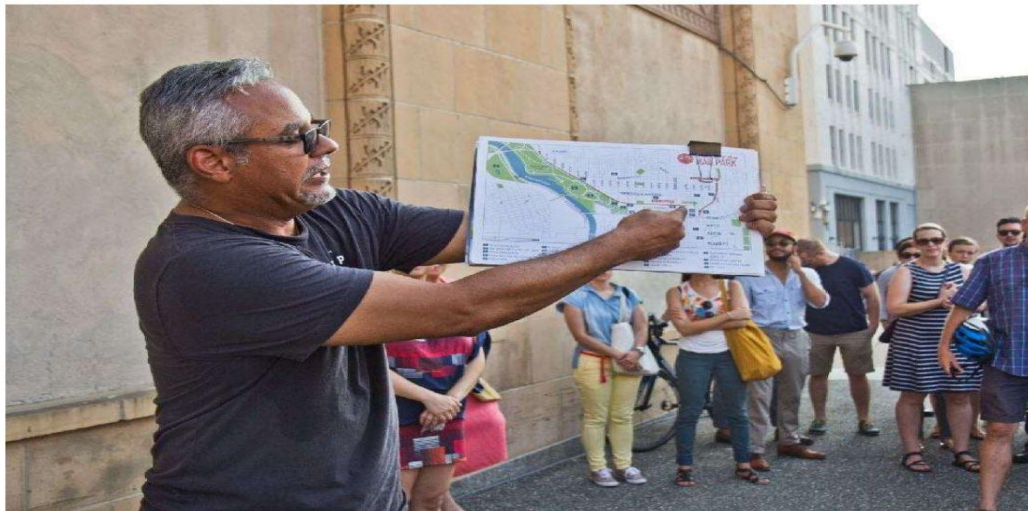






# WHAT WE DO

- Activate and steward Phase One of the Rail Park
- Advocate, plan, and resource future phases
- Advance equitable development strategies in support of the communities we are a part of





# THE PEOPLE BEHIND THE PARK

Friends of the Rail Park is powered by a staff of six, an 11-member Board of Directors, and several committees. We also work with numerous volunteers who contribute hundreds of hours annually at park clean ups and public events.



# OUR VISION IS TO BUILD A THREE MILE GREENWAY

ONE THAT CONNECTS  
PEOPLE TO THE CITY  
AND EACH OTHER



PHASE I OPENED IN 2018  
TRANSFORMED 1/4 MILE OF VIADUCT  
HOSTS 50+ EVENTS PER YEAR







Before view of Phase I of the Rail Park.





After view of Phase I of the Rail Park.





# Goals of the Study

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## **VISIONING**

*Establish an initial conceptual vision and associated budget for the park.*



## **CAPACITY BUILDING**

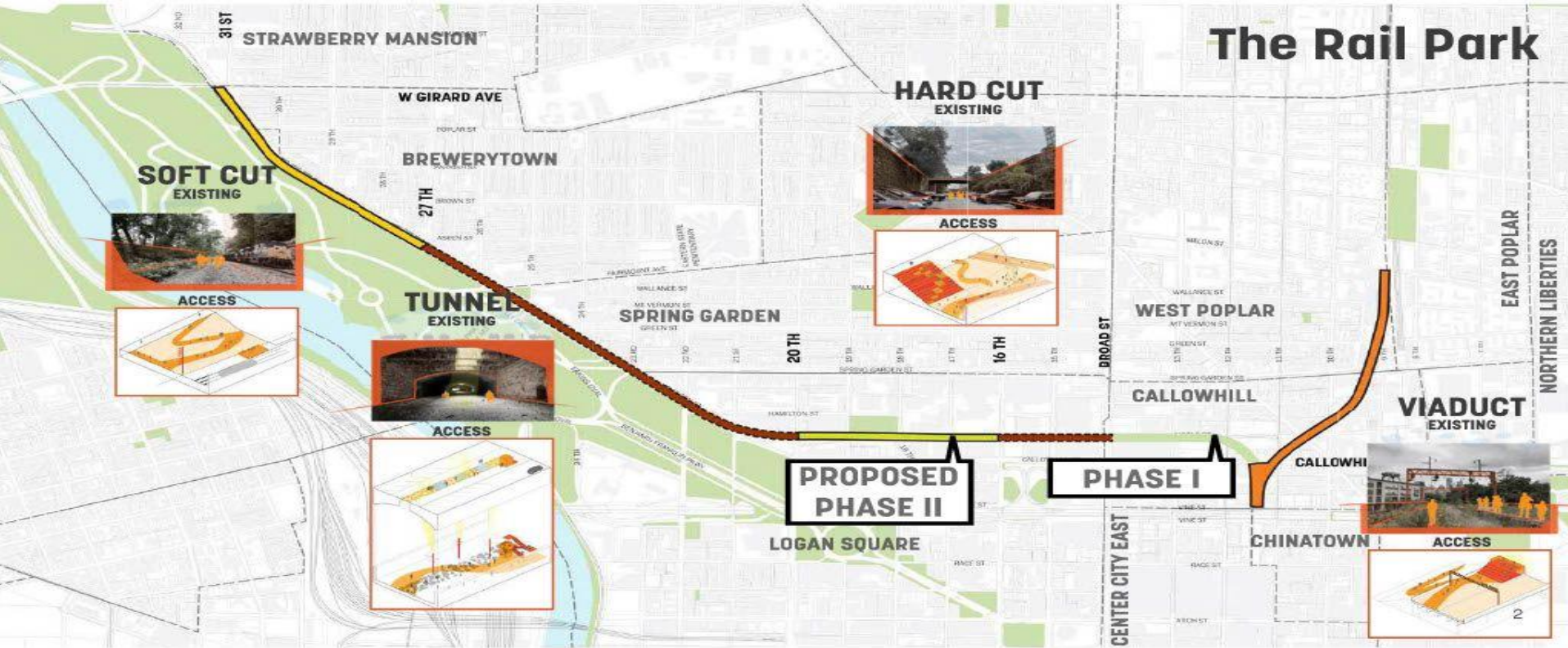
*Identify and convene a core stakeholder group capable of guiding the design, implementation and operation of the Rail Park.*



## **ACTION PLAN**

*Develop a preliminary road map to implementation including a project schedule and clear set of next steps.*

# The Rail Park





# Regional Benefits

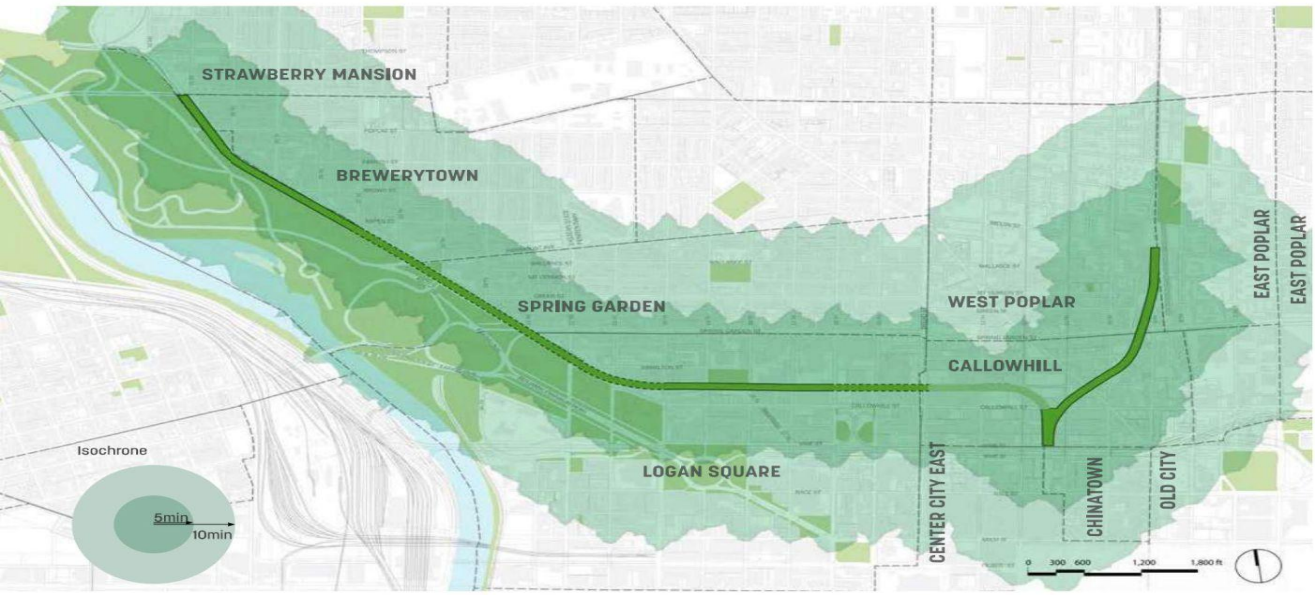
The Rail Park is perfectly aligned with many regional goals for improving quality of life and environmental health, including those of the Delaware Valley Regional Planning Commission (DVRPC). The incorporation of design elements in future phases, such as those pictured below that complement what has already been created in Phase I would reinforce these objectives.

## ALIGNMENT WITH DVRPC LONG RANGE PLAN

- Preserves and restores the natural ENVIRONMENT.
- Develops inclusive, healthy, and walkable COMMUNITIES.
- Grows an innovative and connected ECONOMY with broadly shared prosperity.
- Maintains a safe, MULTIMODAL TRANSPORTATION network that serves everyone.



# Neighborhood Benefits: Overall

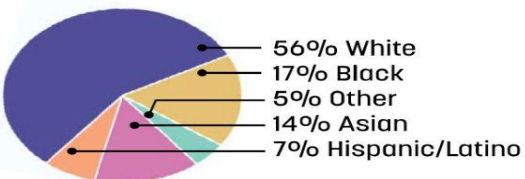


Data Source: U.S. Census Bureau. (2022). LEHD Origin-Destination Employment Statistics Data (2002-2019)

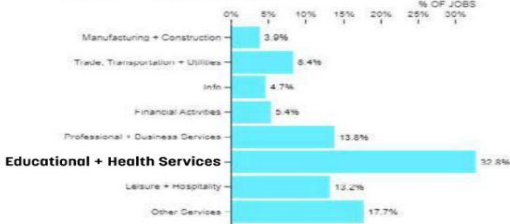


## Population Within a 10-min Walk of the Rail Park

• 46k+ Residents



• 57k+ Workers



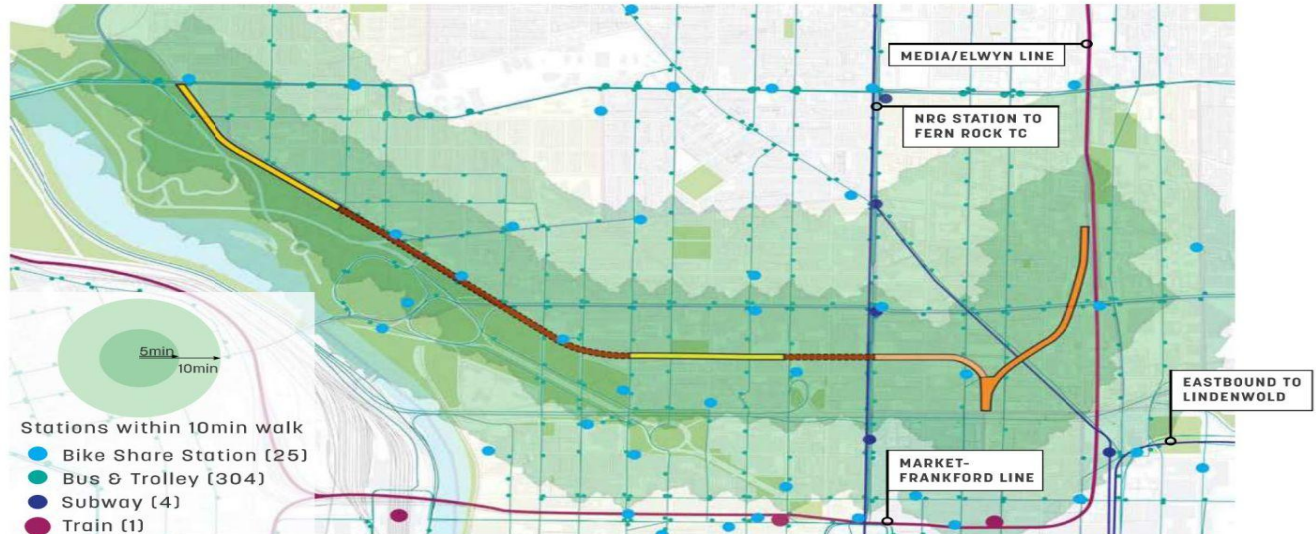
• Over 100,000 People in Total!!!

# Mobility Benefits

A continuous Rail Park would bring significant benefits to those seeking to traverse the city on foot or by bike in a safe, welcoming manner. The project is well aligned with city and state transportation goals.

## ALIGNMENT WITH TRANSPORTATION IMPROVEMENT PROJECT BENEFIT CRITERIA

- Connects the bike share stations and rapid transit stations in a safe and pleasant manner
- Improves equity and environmental justice
- Improves pedestrian and bicycle experience along east-west corridor
- Demonstrates ecosystem services

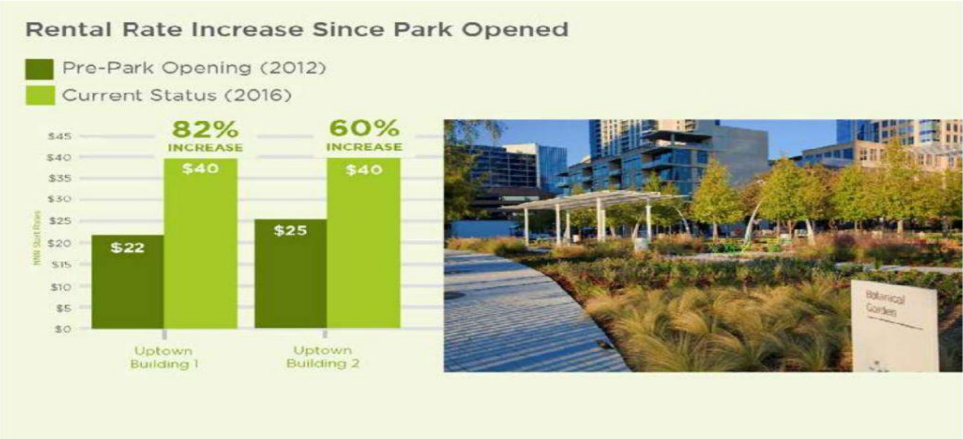




# Economic Benefits

The beneficial impact that creating public open space in cities has on adjacent property value and municipal tax base is well documented. When combined with responsible housing policy, these benefits can be shared by all who wish to call the neighborhoods along the Rail Park home.

## Klyde Warren Park, Dallas, TX



## Hudson River Park, New York, NY





Current state of Phase II site (The Cut).



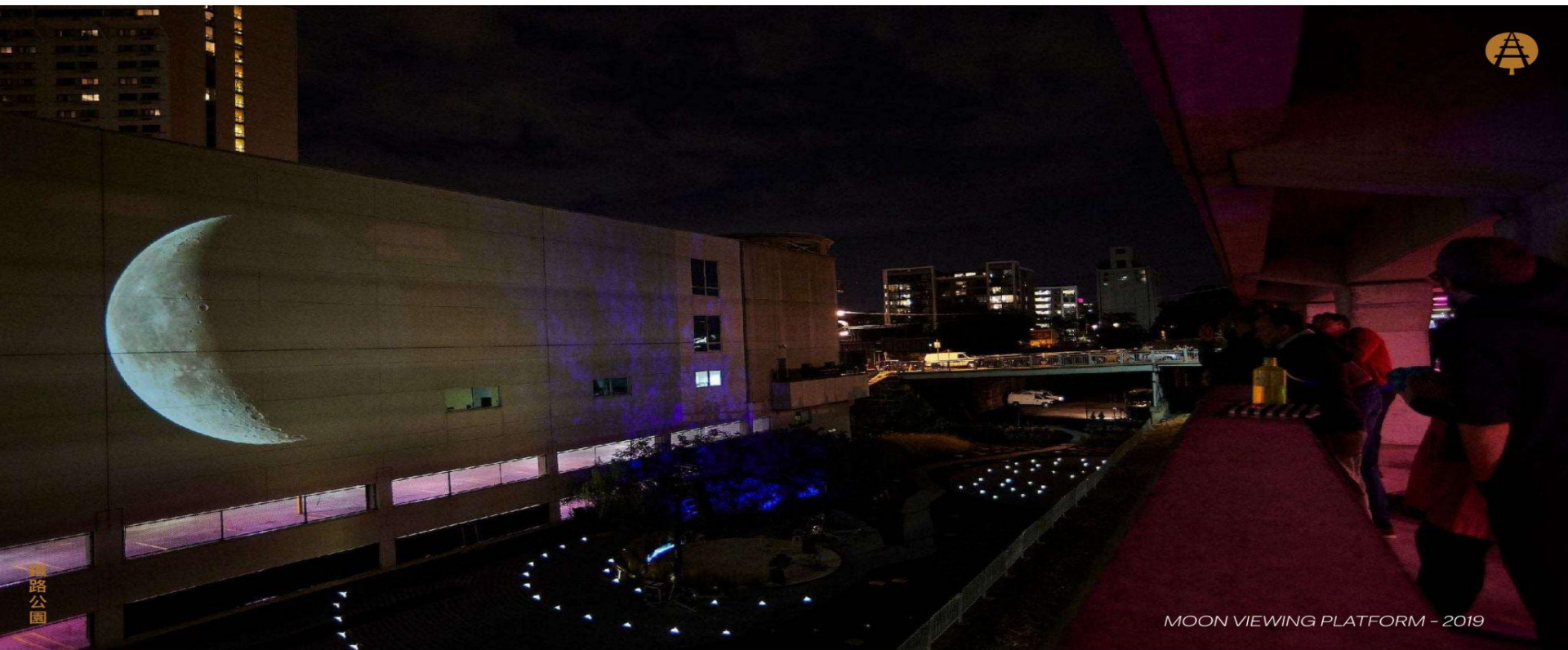
Current state of Phase II site (The Cut).



# The Hard Cut can be...

A playful refuge for learners, families, and professionals







# Summary of Recommendations

The Rail Park has the potential to be the most transformative project to benefit the citizens of Philadelphia in generations, advancing city-wide goals related to equity, sustainability, and economic development. In preparing this report, the Friends of the Rail Park (FRP) has laid out a vision for the 3-mile long site, an action plan for implementation of this vision, and is continuing to build their capacity to be a key stakeholder in the implementation process.

The following is a summary of the key recommendations contained within this report that further these objectives:

- Define the extent of Phase 2 implementation based upon established criteria. The “Hard Cut” segment between 16th and 20th Streets appears to be the most promising.
- Continue to develop the design vision and implementation strategy for the entirety of the Rail Park site to ensure that Phase 2 will support a cohesive park plan.
- Pursue an integrated funding model to finance design, construction, and operation of the park. Funding should include public sources, private philanthropy, and private investment strategies.
- Define FRP’s desired role as part of the implementation process and make any associated organizational modifications that may be necessary in order to build capacity to serve in that role.
- Continue to build partnerships with landowners, public agencies, and community leaders.

# Cost Estimate: Summary

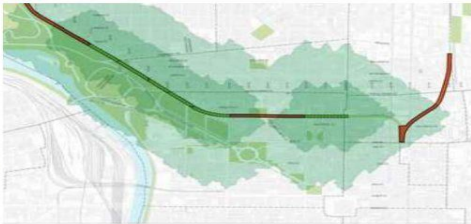
TOTAL PROJECT COST: \$250M-\$295M

The Soft Cut



**COST RANGE: \$18M - \$22M**  
**DURATION: 30 Months**

The Tunnel



**COST RANGE: \$125M - \$147M**  
**DURATION: 48-54 Months**

The Hard Cut



**COST RANGE: \$25M - 30M**  
**DURATION: 30 Months**

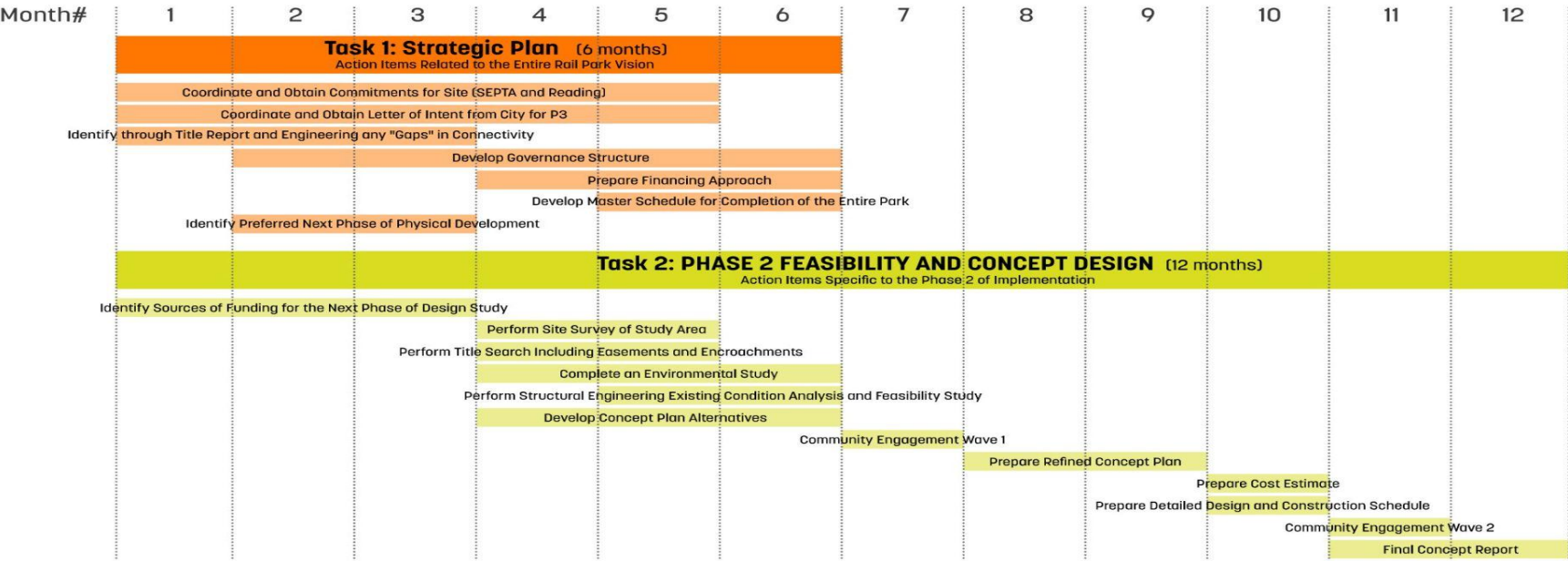
The Viaduct



**COST RANGE: \$80M - \$96M**  
**DURATION: 48 Months**

\* Cost represented in 2022 dollars

# Implementation: 12-Month Plan



## **ATTACHMENT C**

### **STARFISH Fall 2022 Early Alert Assessment**

# STARFISH Fall 2022 Early Alert Assessment

## ► Raising Alerts – (FT and PT faculty initiated)

Faculty Use by Term	Fall 20	Spring 21	Fall 21	Spring 22	Fall 22
FT/PT faculty using Starfish	257	226	268	185	313
Total # of faculty teaching	597	531	618	491	608
Percentage using Starfish	43.34%	42.56%	43.37%	37.68%	51.48%

## ► Intervention/ Student Grade Outcomes- Students who receive an intervention are more likely to successfully complete course(s) than those who don't receive intervention

Grade Category	Student responded to faculty/staff intervention		Student did not respond to faculty/staff intervention	
Successfully Completed Course (A,B,C)	41.8%	442	25.6%	168
Non-Complete (D,F)	37.7%	402	44.7%	293
Stopped Attending (FS)	11.0%	122	20.5%	134
Withdrawal (W)	9.5%	100	9.2%	61
Total		1,066		656

= 16.2% difference

## ► Student Direct Access to Academic Advising

- Schedule appointments online
- Use links from Advisors' emails to schedule appointments
- View history of advisor notes from meetings (case management)

## Academic Advising Meetings: Fall 2018 – Fall 2022

Term	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Fall	2624	2752	2503	3013	4326
Spring	2914	2162*	2932	3344	
Summer	1994	1995	2817	2885	
Total	7532	6909	8252	9242	

\* College closed for two weeks due to Covid-19, continued virtually for the remainder of the term

**Starfish Student Survey Fall 2022:** sent to 4422 students who had at least 1 Starfish tracking item raised in the spring of 2022 and were enrolled in the fall of 2022. 372 respondents =8% response rate.

Question	Yes	No	# Responses
Do you know how to log into Starfish?	328 (88.4%)	43 (11.6%)	371
Have you ever received a Starfish email notification about an instructor's concern about your performance in a course?	191 (51.3%)	181 (48.7%)	372
If you received the Starfish email, did you talk with your instructor or take another action to address the concern?	133 (74.3%)	46 (25.7%)	179

## **ATTACHMENT D**

### **New Age Development Group Change Order Seven for the Library & Learning Commons Project**

New Age Development Group  
Change Order Seven for the Library Learning Commons Project

Change Order Description	Amount
Café Stair Framing	\$27,473
IPE Courtyard Benches	\$6,637
Café stairs Solid Surface Wall Cap	\$10,462
SS Handrails in lieu of wooden	\$42,879
IPE bench light installation	\$2,200
Locksets	\$11,440
Steel Fireproofing	\$5,500
Saxby's Scaffolding	\$9,623
Additional Waterproofing	\$10,192
INT Soffit	\$3,500
Sprinkler Mods	\$8,195
Steel Lintels	<u>\$4,609</u>
Change Order Seven Total	\$142,710

## **ATTACHMENT E**

### **Philly Tech Pipeline Collaborative**



Scope of Work Descriptions		Allegro Learning Solutions	Saperde, LLC	DuringConsult	Mattison Advisors LLC
1	Evaluate PTPC Existing Partners, Establish Asset Mapping	\$9,625.00	\$28,180.00	\$22,000.00	\$36,000.00
2	Identify PTPC gaps for reaching scale for this tech initiative & Identify KPI's that PTPC needs to achieve for Grant Planning Process	\$9,625.00	\$22,160.00	\$15,000.00	\$21,600.00
3	Identify Best in Class Models & Develop Scalable Tech Program Model • Include Wrap Around Supports for Group Participants	\$9,625.00	\$29,400.00	\$33,000.00	\$46,800.00
4	Create Repository for Data Management Resources & Outcomes	\$9,625.00	\$7,400.00	\$10,000.00	\$39,500.00
5	Write narrative and develop budget for implementation funding proposal	\$9,624.00	\$11,740.00	\$24,000.00	\$28,800.00
Submittal Fees (Pricing Form)		\$48,124.00	\$98,880.00	\$104,000.00	\$172,700.00
Total Extended		\$48,124.00	\$98,880.00	\$104,000.00	\$172,700.00

### Original Program Budget

Category	Request to JPMC
Personnel	\$25,000
Program Admin Costs (i.e. Recruitment, IT, evaluation)	\$114,000
Project Management Consultant, including	
Marketing Plan	\$91,600
CCP Overhead	\$20,000
Hospitality	\$2,400
Sub-grants to Partner Organizations: 3 @ \$25K each	\$ 75,000
Sub grants to High Schools at \$12K each	\$ 36,000
Total	\$250,000

**Revised Program Budget**  
**Approved by JP Morgan and PTPC Partners**

Category	Request to JPMC
Personnel	\$ 24,480
Program Admin Costs (i.e. Recruitment, IT, evaluation)	\$152,080
Project Management Consultant, including	
Marketing Plan \$129,680	
CCP Overhead \$20,000	
Hospitality \$2,400	
Sub-grants to Partner Organizations: 3 @ \$24,480K each	\$ 73,440
Sub grant allocations to High Schools will be reevaluated during the implementation phase if we win the grant	\$0
<b>Total</b>	<b>\$250,000</b>

Each partner agreed to reallocate \$520 of their grant allocation to cover the balance of the consultant's fees which is reflected in the revised program budget.

COMMUNITY COLLEGE OF PHILADELPHIA  
Proceedings of the Meeting of the Board of Trustees  
Thursday, April 6, 2023—3:00 p.m.  
Pavilion Klein Cube, Room P2-3/Hybrid

Present: Mr. Harold T. Epps, presiding: Ms. Ajeenah Amir, Mr. Ronald Bradley, Representative Morgan Cephas, Mr. Rob Dubow, Mr. Steve Herzog, Ms. Sheila Ireland, Mr. Tyrell McCoy, Ms. Mindy Posoff, Mr. Michael Soileau, Ms. Dominique Ward, Mr. Jeremiah White, Dr. Donald Generals, Dr. Shannon Rooney, Ms. Josephine Di Gregorio, Dr. David Thomas, Ms. Danielle Liautaud-Watkins, Dr. Mellissia Zanjani, Dr. Alycia Marshall, Ms. Victoria Zellers, Ms. Ayanna Washington, Mr. Nick Bayer, and Dr. Liz Langemak, Saxbys

(1) Meeting Called to Order

Mr. Epps called the meeting to order and reviewed the goals for the meeting. Mr. Epps welcomed guests Nick Bayer and Elizabeth Langemak from Saxbys.

(2) Public Comment

There were no requests for Public Comment.

(3) Report of the President

(a) Recognition of the Women's Basketball Team and Coaches

Dr. Generals welcomed the Women's Basketball Team and Coaches. He stated that the team stayed focused academically and continued to play in spite of challenges posed by the renovation of the gymnasium floor. Dr. Generals stated that he was very proud of the team's accomplishments this past year, and congratulated the team and coaches on a great season.

At the request of Dr. Generals, Rogers Glispy, Athletic Director, stated that he was extremely proud of the team's perseverance for traveling throughout the season and playing offsite. He stated that coach Kenyatta McKinney did a great job in guiding the team through a successful season. Mr. Glispy stated that the team was 5-4 in the Region; 2-2 in the Conference; and 6<sup>th</sup> overall. Mr. Glispy thanked the players and coaches for their commitment to hard work and a successful season.

Members of the basketball team introduced themselves to the Board. Mr. Glispy noted the accomplishments of players Jasmine Forrester, Daijha Workman, Ashley Steele, Janelle Ransom, and Quaasha Mae Artis. Mr. Rogers thanked Dr. Generals and the Board of Trustees for their support and for taking the time to recognize the team, the coaches, and the Athletic staff.

(b) Saxby's Update

Dr. Generals introduced Nick Bayer, CEO and Founder, Saxbys Corporation, and Dr. Liz Langemak, Director of Academic Platforms.

Mr. Bayer stated that he was pleased to have the opportunity to speak to the Board of Trustees. He stated that Saxbys is an education company helping the next generation through the Experiential Learning Platform to be entrepreneurs. Mr. Bayer stated that he was very proud that Community College of Philadelphia is the 1<sup>st</sup> community college partnership with the Saxbys Corporation under the Saxbys Experiential Learning Platform. He stated that Saxbys Experiential Learning platform cafes are exclusively designed for and run by students. Mr. Bayer stated that this is the 3<sup>rd</sup> semester that Saxbys is in operation at the College, and that 27 Community College of Philadelphia students have been employed by Saxbys. Mr. Bayer stated that he looked forward to continuing to work with the College to provide opportunities for students to develop skills to become successful entrepreneurs.

At the request of Mr. Bayer, Dr. Langemak stated that she was very proud that Community College of Philadelphia partnered with Saxbys. She stated that she has been working with Arielle Norment, Acting Dean, Business and Technology, discussing areas of opportunities to help students gain business experience as well as earn 12 credits towards academic programs. Dr. Langemak stated that this is the 8<sup>th</sup> year of Saxbys' Experiential Learning Platform. She stated that over 160 students have been through our system and have moved on to four-year colleges. Dr. Langemak stated that she looked forward to continuing to work with the College on behalf of student success.

Dr. Generals and the Board of Trustees thanked Mr. Bayer and Dr. Langemak for taking the time to meet with the Board of Trustees.

At the request of Dr. Generals, Dr. Thomas discussed the College's Junior STEM Academy and the work that is being done by his area in STEM education. He stated that Community College of Philadelphia's program has been getting national attention. Dr. Thomas stated that he had been contacted by the U.S. Department of Education's office about our Junior STEM Academy work as it related to the White House's "You Belong in STEM" initiative. Dr. Thomas stated that the Department of Education is including the College in the panels, workshops, and conferences that they are hosting across the country.

(c) CATC Update

At the request of Dr. Generals, Victoria Zellers reviewed and discussed the Career and Advanced Technology Center (CATC) Community Benefits Report (**Attachment A**). Ms. Zellers reviewed demographics of students served at the CATC; employees hired; STEM Academy;

Power Up Program; and contractors - BE and WBE subcontracts. Ms. Washington reviewed and discussed highlights of community engagement activities at the CATC.

Ms. Zellers stated that she would email the full report to the Board.

(d) Recap of Middle States Visit, March 19-22, 2023

Dr. Generals reported that the Middle States visit went well. He stated that he had received the confidential draft of the report. Dr. Generals stated that the team made one recommendation regarding General Education and assessment. Additionally, the team also gave collegial advice to update the College's website (which the College is already doing), and to consider the appointment of a student as a member of the Board of Trustees. Dr. Generals stated that the team gave recognition and commended the College on several of the 7 standards.

Dr. Generals reminded members of the Board that April is Community College Month, and urged them to wear their CCP pin.

(e) Commencement

Dr. Generals provided the following information regarding Commencement:

- The Commencement Ceremony is scheduled for Saturday, May 6, 2023 at 10:00 a.m. at Temple University's Liacouras Center. Mayor Kenney is this year's Commencement Speaker;
- Robing will take place in the Courtside Club. A continental breakfast will be available at 9:00 a.m. Members of the Board are requested to arrive at the Liacouras Center no later than 9:15 a.m.
- Reserved parking will be provided for Trustees at the Liacouras Center Parking Garage. A representative from the College's Campus Security will be present to direct the Trustees to the reserved spots. The security guard will have a list of names approved for reserved parking; and
- Members of the College staff will escort Trustees to the Courtside Club. The faculty and graduates will be pre-seated and are not part of the processional. Only the President's Platform Party will line up by 9:50 a.m. and march in exactly at 10:00 a.m.

(f) Foundation Report

Dr. Zanjani stated that the Record of Grants and Gifts from both public/governmental and private/philanthropic sources, which was part of the meeting materials, provides information through March 15, 2023. Dr. Zanjani stated that for public and governmental funding, more than \$13.3 million was received since July 1, 2022. She stated that most of our public and governmental funding is received through a competitive grant process. Dr. Zanjani stated that although there is no new funding to report for the past month, the amount raised so far, this fiscal year surpasses that which was raised last year at this time.

Dr. Zanjani stated that since July 1, 2022, the report reflects that \$2.88 million in funding was received through private and philanthropic fundraising activities. Notable this month is \$30,000 received from BNY Mellon on behalf of the Helen D. Groome Beatty Trust. The funds will be administered by Single Stop to support student emergency and basic needs.

Alumni Engagement Update

Dr. Zanjani reported that the second annual virtual alumni game night will be held on the evening of April 20, 2023. An alumni reception will be held the evening of May 10, 2023 in the Absalom Jones Courtyard in the Library and Learning Commons. This will be the first in-person social alumni event since the pandemic. New graduates from the Class of 2023 will be invited to attend.

Dr. Zanjani stated that Dr. Waller was unable to join the meeting today, but had requested that she share the following items with the Board:

- Fundraising for the Annual Giving Campaign and the Black & Gold Gala are in full swing. Please consider making a gift to the annual giving spring appeal. Please save the date for our next day of giving which is scheduled for Tuesday, June 13, 2023;
- Regarding our friendly Trustees vs. Foundation competition, Dr. Zanjani stated that 40% or 6 trustees have given so far for a total of \$20,000 in support of multiple needs; and 45% or 10 directors have given a total of \$236,850 in support of multiple needs; and
- 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. So far, nearly \$350,000 has been raised.

Dr. Zanjani stated that the Gala Committee is actively working to secure sponsorships, but that the Board of Trustees' support is critical to our success. Details on the Gala, including sponsorship information and honoree bios, can be found on the website at [ccp.edu/gala](http://ccp.edu/gala).

Dr. Zanjani reported that the Major Gifts and Capital Campaign continues to move forward, and that she will be reaching out to the Board individually for their gifts. The Armistead Group was on site in mid-March and is working with staff to develop detailed plans for every phase of the campaign. The consultants will return to campus next month and begin in-person training with various constituent groups.

(4) Audit Committee, March 24, 2023

At the request of Mr. Epps, Mr. Eapen reported that the Audit Committee met on March 24, 2023. He stated that Grant Thornton, the College's external audit firm, presented the results of the 2022 Uniform Guidance Report. Mr. Eapen stated that the College received a clean audit and that Grant Thornton did not have any findings or issues to report.

Mr. Herzog moved, with Ms. Amir seconding, that the Board accept the June 30, 2022 Uniform Guidance Report. The motion carried unanimously.

(5) Business Affairs Committee, March 30, 2023

Mr. Soileau stated that the Business Affairs Committee met on March 30, 2023. He stated that the budget is still underway. The College's budget hearing before City Council is scheduled for May 2, 2023. Mr. Soileau stated that both consultants, Mosaic and CampusWorks, have completed their reports.

At the request of Mr. Soileau, Dr. Rooney stated that both engagements have ended and that we have the draft reports. She stated that she was planning to meet with Mr. Eapen and Dr. Marshall to review the information from CampusWorks. Dr. Rooney stated that our goal is to get the report finalized and share it with the Board of Trustees.

Ms. Soileau requested that the information from CampusWorks be sent to members of the Board for review prior to the presentation to the Board.

(6) Consent Agenda

Mr. Epps requested approval of the following Consent Agenda:

- (a) Proceedings and Minutes of Decisions and Resolutions  
Meeting of March 2, 2023
- (b) Gifts and Grants
- (c) Stonhard Flooring for Dental Clinic Accreditation in  
West Building
- (d) Dolan Plumbing Change Order One for the Career  
and Advanced Technology Center (CATC)
- (e) Supplemental HVAC Mechanics

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

(7) Report of the Chair

(a) Nominations for Board Officers Process

Mr. Epps reviewed the Board Officers Nominations and Election Process. He stated that the process was approved at the January 2023 Board meeting. He stated that the Board can read the full details in the document in the BoardEffect Library.

Mr. Epps stated that according to our Bylaws, the elected positions are Chair, one or more Vice Chairs, and Secretary. Mr. Epps stated that any Board member who is interested in one of the elected positions should let Steve Herzog know during the month of May. Mr. Epps stated that nominees will be presented at the June Board meeting. Nominations will be closed after the June Board meeting. The slate of Board officers will be presented at the September Board meeting.

(b) Board Self-Assessment

At the request of Mr. Epps, Ms. Posoff stated that the Board does a self-assessment every two years. She stated that the questions on the self-assessment have been reviewed by the Executive Committee. Ms. Posoff stated that the College's Research office will be sending the self-assessment to members of Board by May 1, 2023. Ms. Posoff urged members of the Board to complete and return the self-assessment by June 1, 2023. Ms. Posoff thanked Dr. Gay and Ms. Ward for their help with the self-assessment document.

(8) Old Business

There was no old business discussed.

(9) New Business

There was no new business discussed.

(10) Next Meeting

Mr. Epps stated that the next meeting of the Board of Trustees is scheduled for Thursday, May 4, 2023, at 3:00 p.m. in the Pavilion Klein Cube, Room P2-3. The meeting will be hybrid.

Mr. Epps called attention to the list of Committee meetings as well as the upcoming events, calling particular attention to the Nurses Pinning Ceremony scheduled for Friday, May 5, 2023, at 10:00 a.m. in the Athletic Center, and the Academic Awards Ceremony also scheduled on May 5, 2023 at 4:00 p.m. in the Bonnell Large Auditorium, Room BG-20.



Chekemma Fulmore-Townsend will represent the Board at the Nurses Pinning, and Roz McPherson at the Academic Awards Ceremony.

Mr. Epps stated that he expects 100% participation by Board members in the Commencement Ceremony scheduled on May 6, 2023.

The meeting adjourned at 4:10 p.m.

(11) Executive Session

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

## COMMUNITY BENEFITS REPORT

For the period ending December 31, 2022, **CCP DEVELOPMENT, LLC**, a Pennsylvania limited liability company ("**Borrower**"), **COMMUNITY COLLEGE OF PHILADELPHIA**, an instrumentality of the Commonwealth of Pennsylvania ("**CCP**," and together with Borrower, collectively, the "**NMTC Beneficiary**"), pursuant to the Community Benefits Agreement (the "**Community Benefits Agreement**") dated December 9, 2020, by among NMTC Beneficiary, URP Subsidiary CDE 42, LLC, a Maryland limited liability company, TRF NMTC Fund L, LP, a Pennsylvania limited partnership, and USBCDE Sub-CDE 214, LLC, a Missouri limited liability company, NMTC Beneficiary affirms and certifies the following:

**1. Definitions.** Capitalized terms not otherwise defined in this Community Benefits Report ("**CBR**") shall have the meaning given them in the Community Benefits Agreement.

**2. Impacts.** Through December 31, 2022, the Project using the Loan, the NMTC Beneficiary achieved the following community and economic impacts:

(a) Attracted or closed \$25,945,000 of financing from URP Subsidiary CDE 42, LLC, a Maryland limited liability company, TRF NMTC Fund L, LP, a Pennsylvania limited partnership, and USBCDE Sub-CDE 214, LLC, and USBC RF, URP and USB;

(b) Developed or rehabilitated 73,960 square feet of educational space, which will have a primary business purpose of Career & Technology Higher Education;

(c) Created 25 Construction FTE Jobs for the length of the project through December 31, 2022, 100% of which were Accessible Jobs and 9.4% of which were filled by Persons of Color;<sup>1</sup>

(d) Created the equivalent of 15 Permanent FTE Jobs at Project Site with the following racial demographics: 37.33% African-American/Black (Non-Hispanic); 48.9% White/Non-Hispanic; 6.66% Hispanic; and 6.66% American Indian/Alaskan Native; all of the FTE Jobs are Quality Jobs;

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<sup>1</sup> The 25 FTE is based on 3620 hours since the majority of the work took place over two years from August 1, 2020-August 31, 2022 but does include hours for Bock (General Contractor) through November 30, 2022; hours through November 30, 2022 for Dolan (Plumbing and Fire Protection Contractor); hours through December 31, 2022 for Dolan (Mechanical Contractor); and hours through December 31, 2022 for McGoldrick (Electrical Contractor). These jobs do not include Construction Manager or Architects. There was also one FTE from the Construction Manager for the majority of the Construction Phase of the Project.

(e) Ensured that 100% of Predevelopment or Construction FTE Jobs paid Pennsylvania Prevailing Wages which are above the Living Wage;

(f) Ensured that the 15 Permanent FTE Jobs created by the Project paid higher than a Living Wage are Quality Jobs;

(g) Regarding construction contracts, the total amount of the contract to each prime and the total amount and percentage of those contracts which were subcontracted to certified Minority Business Enterprises (majority owned by Persons of Color) or Women Business Enterprises (majority owned by women) are as follows:

<b>Ernest Bock &amp; Sons</b>					
Original Contract Amount		16,222,000.00			
Approved Change Orders to Date		417,697.00			
Contract Sum to Date		16,639,697.00			
<b>Subcontracts</b>	<b>Designation</b>	<b>Original Contract Value</b>	<b>Approved Changes to Date</b>	<b>Subcontract Value to Date</b>	<b>Percentage of Total Contract Amount</b>
Torrado Construction	MBE	956,000.00	11,472.00	967,472.00	5.81%
R&R Ceilings	WMBE	397,000.00	6,562.00	403,562.00	2.43%
Scotland Security	MBE	125,000.00	0.00	125,000.00	0.75%
	<b>Total for MBE</b>	<b>1,478,000.00</b>	<b>18,034.00</b>	<b>1,496,034.00</b>	<b>8.99%</b>
Pottsgrove Glass	WBE	1,346,720.00	4,911.00	1,351,631.00	8.12%
Dovelin Enterprises	WBE	360,000.00	3,027.00	363,027.00	2.18%
Tracorp	WBE	38,000.00	0.00	38,000.00	0.23%
	<b>Total for WBE</b>	<b>1,744,720.00</b>	<b>7,938.00</b>	<b>1,752,658.00</b>	<b>10.53%</b>
<b>Dolan Mechanical Inc. (Plumbing)</b>					
Original Contract Amount		1,738,000.00			
Approved Change Orders to Date		70,411.37			
Contract Sum to Date		1,808,411.37			
<b>Subcontracts</b>	<b>Designation</b>	<b>Original Contract Value</b>	<b>Approved Changes to Date</b>	<b>Subcontract Value to Date</b>	<b>Percentage of Total Contract Amount</b>
Midatlantic Construction & Design, Inc.	MBE	70,000.00	1,600.00	71,600.00	3.96%
Penn State Electric Mechanical Supply Co.	MBE	227,600.00	0.00	227,600.00	12.59%
	<b>Total for MBE</b>	<b>297,600.00</b>	<b>1,600.00</b>	<b>299,200.00</b>	<b>16.54%</b>
AerDux Incorporated	WBE	173,800.00	0.00	173,800.00	9.61%
	<b>Total for WBE</b>	<b>173,800.00</b>	<b>0.00</b>	<b>173,800.00</b>	<b>9.61%</b>
<b>Dolan Mechanical Inc. (Mechanical)</b>					
Original Contract Amount		3,648,000.00			
Approved Change Orders to Date		75,224.14			
Contract Sum to Date		3,723,224.14			
<b>Subcontracts</b>	<b>Designation</b>	<b>Original Contract Value</b>	<b>Approved Changes to Date</b>	<b>Subcontract Value to Date</b>	<b>Percentage of Total Contract Amount</b>
Midatlantic Construction & Design, Inc.	MBE	186,000.00	13600	199,600.00	5.36%
Penn State Electric Mechanical Supply Co.	MBE	543,600.00	0	543,600.00	14.60%
		729,600.00	13600	743,200.00	19.96%
AerDux Incorporated	WBE	1,475,000.00			0.00%
	<b>Total for WBE</b>	<b>1,475,000.00</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>McGoldrick Electric Inc.</b>					
Original Contract Amount		3,358,000.00			
Approved Change Orders to Date		73,805.03			
Contract Sum to Date		3,431,805.03			
<b>Subcontracts</b>	<b>Designation</b>	<b>Original Contract Value</b>	<b>Approved Changes to Date</b>	<b>Subcontract Value to Date</b>	<b>Percentage of Total Contract Amount</b>
Manna Supply	MBE	386,962.00	0.00	386,962.00	11.28%
	<b>Total for MBE</b>	<b>386,962.00</b>	<b>0.00</b>	<b>386,962.00</b>	<b>11.28%</b>
Kane Communication	WBE	207,274.00	0.00	207,274.00	6.04%
Turtle & Hughes	WBE	257,691.00	0.00	257,691.00	7.51%
	<b>Total for WBE</b>	<b>464,965.00</b>	<b>0.00</b>	<b>464,965.00</b>	<b>13.55%</b>

(h) Served a diversity of students, including 278 credit and non-credit students in the Fall of 2022 with the following racial demographics:

38% - African-American  
13% - White Non-Hispanics  
16% - White Hispanic or Latino  
6% - Asian  
3% - American Indian & Alaska Native  
4.30% - Hawaiian Native & Pacific Islander  
19.7% Other or Unknown

(i) Engaged with the community on an ongoing basis by:

- (1) Provided biweekly tours to Philadelphians across the City;
- (2) Provided space to community leaders and organizations to host events and meetings to give the community organizations, the constituents they serve and the community at-large the opportunity to tour the CATC and learn about our non-credit and CTE programming;
- (3) Selected as a CTE partner for the Navy Talent Pipeline program to identify Welders, Electromechanical, and CNC students that can serve as prospective employees for over 41 employers who currently participate in the Navy Talent Pipeline program;
- (4) Reached out to high schools across the City and invited them to take a tour of the Career and Advanced Technology Center (to-date over 20 high schools have toured the CATC through our partnership with the school district);
- (5) Provided tours to several City Councilmen and Councilwomen at-large and created an open invitation for them to host community leaders that serve the 19139 and other West Philadelphia zip codes; and
- (6) Maintained a partnership with the One-Ten initiative as a talent developer in partnership with DiverseForce to help source talent for the employers who are looking for talent that aligns with our CTE and workforce development programs.

(j) Facilitated or participated in community stakeholder activities, including:

(1) Participated regularly in career fairs across the City to promote the programs offered in the Career and Advanced Technology Center;

(2) Offered 3 Open House events in partnership with the National Institute Women in the Trades to promote and encourage women to enroll in our workforce programs with a specific focus on Automotive Technology;

(3) Maintained ongoing partnership with the School District of Philadelphia to partner with the CTE schools across the City to expose CTE high school students to our career programs;

(4) Participated in stakeholder meeting with the College Success Professional Learning Community Tour with the PHENND; and

(5) Facilitated partnership with the National Coalition of 100 Black Women Inc. Pennsylvania Chapter to advocate for black women and girls to be exposed to STEM programs through the Jr. STEM Academy and non-traditional careers for women and specifically African-American women.

(k) Made interest payments during 2022 of \$483,356 to the CDEs;

(l) Provided \$550,000 in working capital that will be used for bank fees, interest during construction and other miscellaneous items;

(m) The College is tax exempt so the only tax revenue is for employment wages;

(n) Created environmentally sustainable outcomes by designing and constructing the building to LEED v4 Standards. LEED v4 Standard provide a more energy efficient building, improved indoor environmental quality and reduced pollution. The Green Roof is still in construction needing repairs but should be finished by May 2023.

(o) 196 students participated in Pre-College STEM Academy activities from Locke Elementary, Overbrook Elementary, Anderson Elementary, Allen Elementary, Longstreth Elementary, Lea Elementary, Spring Garden Elementary, and Harambee Charter Elementary schools;

(p) 17 businesses enrolled in Power Up Your Business suite of programs;

(q) Started the Toyota T-Ten Program with 8 students enrolled for the Fall 2022, and have entered partnerships with Ford, Nissan, Snap-On, and Subaru.

(r) Plans for employment for students:

(1) The Career and Advanced Technology Center opened our doors for enrollment in September 2022. As a result, we have not yet been able to capture and report employment outcomes. We look forward to providing these employment outcomes for our students into livable wage job opportunities.

(s) Created other community impacts, including:

(1) Partnership with the National Coalition of 100 Black Women Incorporated, PA Chapter to create STEM Advocacy for Black and Brown young women in addition to mentoring programs through the College's partnership with the Junior STEM Academy, Partnership with the School District of Philadelphia High School Counselors to promote the benefits of CTE and workforce development career programs at CATC.

(2) Partnered with West Philadelphia High School and Bartram High School to provide tour opportunities to these two high schools.

(3) Partnered with Antioche Church to provide enrollment and recruitment opportunities to the over 200 plus students who participated in the Church's non-profit organization, Level Up.

The undersigned certifies the information set forth in this CBR is correct, complete and accurate in all material respects for the period described above.

**NMTC BENEFICIARY:**

**CCP DEVELOPMENT, LLC,**  
a Pennsylvania limited liability company

By: Community College of Philadelphia, an instrumentality of the  
Commonwealth of Pennsylvania, its manager

By: 

Donald Generals, Ed.D.  
President

COMMUNITY COLLEGE OF PHILADELPHIA  
Meeting of the Board of Trustees  
Thursday, April 6, 2023–3:00 p.m.  
Pavilion Klein Cube, Room P2-3/Hybrid  
MINUTES OF DECISIONS AND RESOLUTIONS

Present: Mr. Harold T. Epps, presiding: Ms. Ajeenah Amir, Mr. Ronald Bradley, Representative Morgan Cephas, Mr. Rob Dubow, Mr. Steve Herzog, Ms. Sheila Ireland, Mr. Tyrell McCoy, Ms. Mindy Posoff, Mr. Michael Soileau, Ms. Dominique Ward, Mr. Jeremiah White, Dr. Donald Generals, Dr. Shannon Rooney, Ms. Josephine Di Gregorio, Dr. David Thomas, Ms. Danielle Liautaud-Watkins, Dr. Mellissia Zanjani, Dr. Alycia Marshall, Ms. Victoria Zellers, Ms. Ayanna Washington, Mr. Nick Bayer, and Dr. Liz Langemak, Saxbys

(1) Meeting Called to Order

Mr. Epps called the meeting to order and reviewed the goals for the meeting.

(2) Public Comment

There were no requests for Public Comment.

(3) Report of the President

(a) Recognition of the Women's Basketball Team and Coaches

The Board congratulated and thanked the Women's Basketball Team, Coaches, and the Athletic staff for a successful season.

(b) Saxby's Update

Mr. Nick Bayer, CEO and Founder, Saxbys Corporation and Dr. Liz Langemak, Director of Academic Platforms, provided the Board with an update on the Saxbys and Community College partnership under the Experiential Learning Platform.

(c) CATC Update

The Board was provided with a Community Benefits Report for the Career and Advanced Technology Center (CATC).

(d) Recap of Middle States Visit, March 19-22, 2023

The Board was provided with an update of the Middle States visit and the draft of the Self-Study Team Evaluation Report.

(e) Commencement

The Board was provided with logistics for the Commencement Ceremony scheduled for Saturday, May 6, 2023 at Temple Liacouras Center.

(f) Foundation Report

The Board was provided with the following updates:

- Public/governmental and private/philanthropic funds since July 1, 2022;
- Alumni engagement activities scheduled for April 20 and May 10, 2023;
- The Annual Giving Campaign and the Black & Gold Gala are in full swing. Save the date for the next day of giving which is scheduled for Tuesday, June 13, 2023;
- Status of the Trustees vs. Foundation friendly competition; and
- The Black and Gold Gala is scheduled for Wednesday, June 7, 2023, at Vie by Cescaphe. Nearly \$350,000 has been raised.

(4) Audit Committee, March 24, 2023

The Audit Committee met on March 24, 2023.

The Board accepted the June 30, 2022 Uniform Guidance Report.

(5) Business Affairs Committee, March 30, 2023

The Business Affairs Committee met on March 30, 2023. The budget is still underway. The College's budget hearing before City Council is scheduled for May 2, 2023. Mr. Soileau stated that both consultants, Mosaic and CampusWorks, have completed their reports.

(6) Consent Agenda

The Board approved the following Consent Agenda:

- (a) Proceedings and Minutes of Decisions and Resolutions  
Meeting of March 2, 2023
- (b) Gifts and Grants
- (c) Stonhard Flooring for Dental Clinic Accreditation in  
West Building
- (d) Dolan Plumbing Change Order One for the Career



and Advanced Technology Center (CATC)  
(e) Supplemental HVAC Mechanics

(7) Report of the Chair

(a) Nominations for Board Officers Process

The Board was reminded of the Board Officers Nominations and Election Process. Board members who are interested in one of the elected positions should inform Steve Herzog during the month of May.

(b) Board Self-Assessment

The Board was informed of the Board self-assessment which is scheduled to be emailed to the Board by May 1, 2023.

(8) Old Business

There was no old business discussed.

(9) New Business

There was no new business discussed.

(10) Next Meeting

The next meeting of the Board of Trustees is scheduled for Thursday, May 4, 2023, at 3:00 p.m. in the Pavilion Klein Cube, Room P2-3. The meeting will be hybrid.

The meeting adjourned at 4:10 p.m.

(11) Executive Session

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

**Community College of Philadelphia**  
**Meeting of the Board of Trustees**  
**May 4, 2023**  
**Office of Institutional Advancement**  
**Record of Grants and Gifts FY23**

**Summary by  
Source:**

	<b>FY 2023</b>		<b>FY 2022</b>	<b>FY2023 and FY2022</b>
<b>Held by College</b>	<i>since last report</i> <b>3/16/23 - 4/15/23</b>	<b>Fiscal Year To Date</b> <b>7/1/22 - 4/15/23</b>	<b>Fiscal Year To Date</b> <b>7/1/21 - 4/15/22</b>	<b>Variance</b> <b>7/1 - 4/15</b>
Federal	\$ -	\$ 10,238,989	\$ 5,112,031	\$ 5,126,958
State	\$ -	\$ 3,130,873	\$ 6,700	\$ 3,124,173
Local / City	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ 13,369,862</b>	<b>\$ 5,118,731</b>	<b>\$ 8,251,131</b>
<b>Held by Foundation (Cash-in-Hand)</b>	<b>3/16/23 - 4/15/23</b>	<b>Fiscal Year To Date</b> <b>7/1/22 - 4/15/23</b>	<b>Fiscal Year To Date</b> <b>7/1/21 - 4/15/22</b>	<b>Variance</b> <b>7/1 - 4/15</b>
Corporation	\$ 88,600	\$ 714,013	\$ 554,901	\$ 159,112
Foundation	\$ 37,504	\$ 1,783,070	\$ 1,826,970	\$ (43,900)
Individual	\$ 18,077	\$ 329,406	\$ 711,368	\$ (381,962)
Organization	\$ 56,647	\$ 263,088	\$ 118,741	\$ 144,347
<b>Total</b>	<b>\$ 200,828</b>	<b>\$ 3,089,577</b>	<b>\$ 3,211,980</b>	<b>\$ (122,403)</b>
<b>TOTAL</b>	<b>\$ 200,828</b>	<b>\$ 16,459,439</b>	<b>\$ 8,330,711</b>	<b>\$ 8,128,728</b>

**PUBLIC / GOVERNMENT SUMMARY**  
**Since Meeting of April 6, 2023**

- No new public/government grants since last report.

**PRIVATE / PHILANTHROPIC SUMMARY**  
**Since Meeting of April 6, 2023**

- A private donor gave \$10,000 via National Philanthropic Trust as an unrestricted gift to the Foundation.
- Several donors provided major gift-level contributions to the Black and Gold Gala, including The Lubert Family Giving Fund (\$10,000), Comcast NBCUniversal (\$10,000), FS Investments (\$25,000), and Parx Casino (\$40,000 of total \$50,000 sponsorship).
- OneTen Coalition awarded \$50,000 for the OneTen Talent Pipeline Partnership, which will support Black and Brown talent in collaboration with OneTen, utilizing Handshake and Gradcast platforms, providing stipends to program participants.

# Community College *of* Philadelphia

## May 2023 Events

### May 1

CCP Votes – Voter Registration Tabling  
continues  
Various Locations and times during May.

Medical Lab Technician Pinning  
Ceremony  
Center for Business & Industry, C2-28  
12:00 p.m. – 3:00 p.m.

Behavioral Health & Human Services  
Graduation Ceremony  
Pavilion Building, Klein Cube  
3:00 p.m. – 7:00 p.m.

### May 3

College Wide Town Hall Meeting  
Bonnell Building, Auditorium  
3:00 p.m. – 4:00 p.m.

### May 4

Music Department Chamber Ensemble  
Concert  
Mint Building, Rotunda  
2:00 p.m. – 5:00 p.m.

Power Up Your Business Alumni  
Networking Event  
Center for Business & Industry, C2-28  
5:00 p.m. – 7:00 p.m.

### May 5

Nurses Pinning Ceremony  
Athletics Center, Gymnasium  
10:00 a.m. – 12:00 p.m.

Academic Awards Ceremony  
Bonnell Building, Auditorium  
4:00 p.m. – 6:00 p.m.

### May 6

2023 Commencement Ceremony  
Temple Liacouras Center  
10:00 a.m. – 12:00 p.m.

### May 9-18

Express Enrollment Events  
Main Campus, CATC, & NERC  
Various dates & Times

Career Connections Spring Career Fair  
Bonnell Building, Lobby  
11:00 a.m. – 2:00 p.m.

### May 10

Spring Alumni Reception  
Library and Learning Commons, Absolom  
Jones Courtyard  
5:00 p.m. – 7:00 p.m.

### May 16

Election Day

Pizza with the President  
Pavilion Building, Klein Cube  
4:00 p.m. – 5:00 p.m.

### May 17

American Red Cross Blood Drive  
Winnet Building, Lobby  
11:00 a.m. – 2:00 p.m.

### May 18

K.E.Y.S. Program Graduation Ceremony  
Pavilion Building, Klein Cube  
11:00 a.m. – 1:00 p.m.

### May 19

Public League Boys Volleyball Playoffs  
Athletics Center, Gymnasium  
10:00 a.m. – 5:00 p.m.

## May 2023 Events

### May 22

Women Against Abuse Workshop  
Pavilion Building, Klein Cube  
10:00 a.m. – 12:00 p.m.

### May 23

Chase Bank Financial Health Series  
Winnet Building, S2-3  
12:00 p.m. – 1:00 p.m.

### May 25

Middle School STEM Science Fair  
Winnet Building, The Great Hall  
8:00 a.m. – 2:00 p.m.

### May 31

Gateway to College Year End Dance  
Winnet Building, The Great Hall  
6:00 p.m. – 9:00 p.m.