

**AGENDA**  
**COMBINED/HYBRID MEETING OF THE**  
**BUSINESS AFFAIRS AND EXECUTIVE**  
**COMMITTEES OF THE BOARD OF TRUSTEES**  
**Community College of Philadelphia**  
**Wednesday, January 14, 2026 – 9:00 A.M.**

**TO:** Business Affairs and Executive Committees of the Board of Trustees  
**FROM:** Lisa Hutcherson  
**DATE:** January 9, 2026  
**SUBJECT: Combined/Hybrid Meeting of the Business Affairs and Executive Committees of the Board of Trustees**

A combined/hybrid Business Affairs and Executive Committees of the Board of Trustees meeting is scheduled for January 14, 2026 at 9:00 A.M. Participants and attendees may attend in person in the Isadore A. Shrager Boardroom M2-1 or *via* Zoom. The Zoom information for the Public Session is as follows:

**Topic: 01/14/2026 Combined/Hybrid Business Affairs  
and Executive Committees of the Board of Trustees**  
**Public Session**

<https://ccp.zoom.us/j/95295483571?pwd=vxXsvNioJXuAkAFnvFfga6wK15Pjen.1>

**Meeting ID: 952 9548 3571**

**Passcode: 8029**

**AGENDA**  
**BUSINESS AFFAIRS COMMITTEE**  
**PUBLIC SESSION**

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, Grants, or Bond Proceeds) which College Administration is seeking approval.

**(1) Artificial Intelligence (AI) Presentation – (Information Item)**

The presentation explores how Community College of Philadelphia (CCP) is using AI today, emerging trends, and discusses the emerging needs and discusses the emerging need and possible strategies to become AI-ready while addressing ethical and operational concerns (See attachment B).

Key sections of this presentation include:

- AI fundamentals

- Familiarizing with basic terminologies and introducing different levels of AI
- Current landscape at CCP
  - How CCP has organically adopted AI so far, what are the few tools in use
- Faculty & Student Development
  - How faculty are exploring AI
  - Development efforts and opportunities
- Emerging trends
  - What to expect regarding AI development over the next 2 years
  - Quick look at work trend index report for 2024
- New job roles across the workforce market
  - A quick look at how the job market is positioning for AI infusion
- Strategic priorities and actionable planning/vision setting for AI readiness
  - Discussing visions for curriculum & pedagogy and operations and business insights along with governance and policy
- Concerns with AI
  - Summary of existing concerns that we all must keep in mind
- Q&A
  - Questions & Answers

**(2) Commercial Real Estate Broker Services - Northwest Regional Center (Action Item)**

The College is exploring the sale of the Northwest Regional Center (NWRC), located at 1300 W. Godfrey Avenue, Philadelphia, PA 19141. The College stopped running classes at the NWRC after the Fall 2022 term due to declining enrollment. To support the disposition of this property, the College intends to engage a local commercial real estate broker with experience in similar transactions.

On December 11, 2025, the College issues RFP #10237 – Professional Commercial Real Estate Broker Services, with proposals due by January 5, 2026. One proposal was received, submitted by Concordis Real Estate Advisors of PA-NJ-DE, LLC doing business as Greenwood CRE, a firm based in Center City Philadelphia.

To encourage broader participation, individual email invitations were sent via PennBid to firms recommended by the School District of Philadelphia's Office of Procurement Services, which had recently conducted a competitive solicitation for similar services. The invited firms included:

- E.H. Lynn Associates
- SVN Ahia Commercial Real Estate
- The Flynn Company
- Trinity Property Advisors
- Greenwood CRE
- Mosaic Brokerage Group

In addition, the PennBid system distributed the solicitation to 810 registered vendors.

### **Proposed Fee Schedule – Greenwood CRE**

- **Sales Price of \$10,000,000 or less**
  - Total commission of five percent (5%) of the gross sales price, to be split equally between Greenwood CRE and any cooperating broker representing the buyer.
  - If there is no cooperating broker, the total commission payable to Greenwood CRE shall be four percent (4%).
- **Sales Price Greater than \$10,000,000**
  - Total commission of four percent (4%) of the gross sales price, to be split equally between Greenwood CRE and any cooperating broker representing the buyer.
  - If there is no cooperating broker, the total commission payable to Greenwood CRE shall be three percent (3%)
- **Payment of Commission**
  - All commissions shall be earned and payable at closing from the proceeds of the sale, in accordance with the executed brokerage agreement.
- **No Sale of Property Fee**
  - In the event the property is not sold, Greenwood CRE will be compensated for services rendered at a rate of \$15,200 per month for each full or partial month during the listing period, through the date of termination. No additional commission or compensation shall be due beyond this amount.

Staff is requesting that the Business Affairs Committee recommend to the full Board the award of the contract for Commercial Real Estate Services to Concordis Real Estate Advisors of PA-NJ-DE, LLC doing business as Greenwood CRE, in accordance with the fee structure outlined above. Funding for this contract will be provided from the capital budget.

### **and Mechanical Services (Action Item)**

The Facilities Department request the Approval of Change Order #1 to add necessary scope to the CBI Pipe project.

### **Summary of Change**

During construction, existing isolation valves serving the hot and cold-water HVAC piping were found to be past their useful life and no longer holding. These valves are required for proper system isolation, maintenance and emergency response.

### **Change Order Additions:**

- Seven (7) new isolation valves
- Additional labor for weekend work and weekday overtime to minimize operational disruption.
- Payment and Performance (P & P) bonds associated with the added scope

### **Justification**

Existing valves are failing and cannot be reused. Replacement is required to ensure system reliability and safe operation. Completing this work as part of the current project avoids future shutdowns and higher costs. Overtime and weekend work are necessary to maintain building operations. Bonding is required per contract and policy.

### **Final Impact**

Change Order #1 includes material, labor, and bonding costs. This charge order is in the amount of \$168,931 (See attachment C).

Staff requests that the Business Affairs Committee recommend to the Executive Committee to approve a change order of \$168,931 with Dewitt Heating and Air Conditioning Mechanical Services to add necessary scope to the CBI Pipe project in the amount of \$168,931. These funds will come from the capital budget. (See Attachment D: Capital Spending Spreadsheet).

**(4) Resolution for a One-Time Retirement Incentive (Action Item)**

The College administration would like to offer a one-time retirement incentive for full-time employees who are sixty-five (65) years of age with fifteen (15) years of full-time continuous service at the College. Full-time faculty members who meet these criteria by August 31, 2026 are eligible for the incentive. Full-time administrators, classified, and confidential staff who meet these criteria by June 30, 2026 are eligible for the incentive.

An eligible employee who elects this retirement incentive will receive 25% of their full annualized base salary, with an additional bonus of \$2,000 if the option is elected by February 15, 2026. The College may request a postponement of the employee's retirement if the retirement would unreasonably interfere with a specific College program. The applicability of the retirement incentive to full-time faculty and classified bargaining unit employees is subject to the execution a side-agreement between the Faculty & Staff Federation and the College approving the same. Additional details about the one-time retirement incentive are included in the Resolution for a One-Time Retirement Incentive, which is attached as Attachment E.

The College administration requests that the Business Affairs Committee recommend to the Executive Committee to approve the Resolution for a One-Time Retirement Incentive (See Attachment E).

**AGENDA EXECUTIVE COMMITTEE**  
**PUBLIC SESSION**

**(1) Based on the recommendations of the Business Affairs Committee, the Executive Committee of the Board of Trustees will motion on the following items:**

- Change order for necessary scope to the CBI Pipe project with Dewitt Heating & Air Conditional Mechanical Services.
- Award contract for Commercial Real Estate Broker Services to Concordis Real Estate Advisors of PA-NJ-De, LLC doing business as Greenwood CRE, in accordance with the fee structure outlined above.
- Resolution for a One-Time Retirement Incentive.

## **EXECUTIVE SESSION**

The Business Affairs and Executive Committees will go into Executive Session  
to discuss legal matters

JE/tn

c: Ms. Mindy Posoff

Dr. Alycia Marshall

Mr. Gim Lim

Mr. Derrick Sawyer

Ms. Carolyn Flynn

**ATTACHMENT A**  
**FUNDING FOR ACTION ITEMS**  
**MEETING OF THE BUSINESS AFFAIRS**  
**COMMITTEE OF THE BOARD OF TRUSTEES**

**AGENDA: January 14, 2026**

<b>Agenda No.</b>	<b>Vendor/Consultant</b>	<b>Amount</b>	<b>Source</b>
3	Change Order – CBI Piping with Dewitt Heating, Air Conditioning, and Mechanical Services	\$168,931	Capital Budget

## **ATTACHMENT B**

Presentation on Artificial Intelligence (IA)





ARTIFICIAL  
INTELLIGENCE

# Artificial Intelligence

Current landscape &  
Preparing CCP for the future



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# Topics

## AI Fundamentals

- Basic Terminology & Types of AI

## Current Landscape

- How we currently use AI
- Faculty Development

## AI Trends

- Trends in next 12-24 months
- Job Structures for AI
- Examples of Possibilities

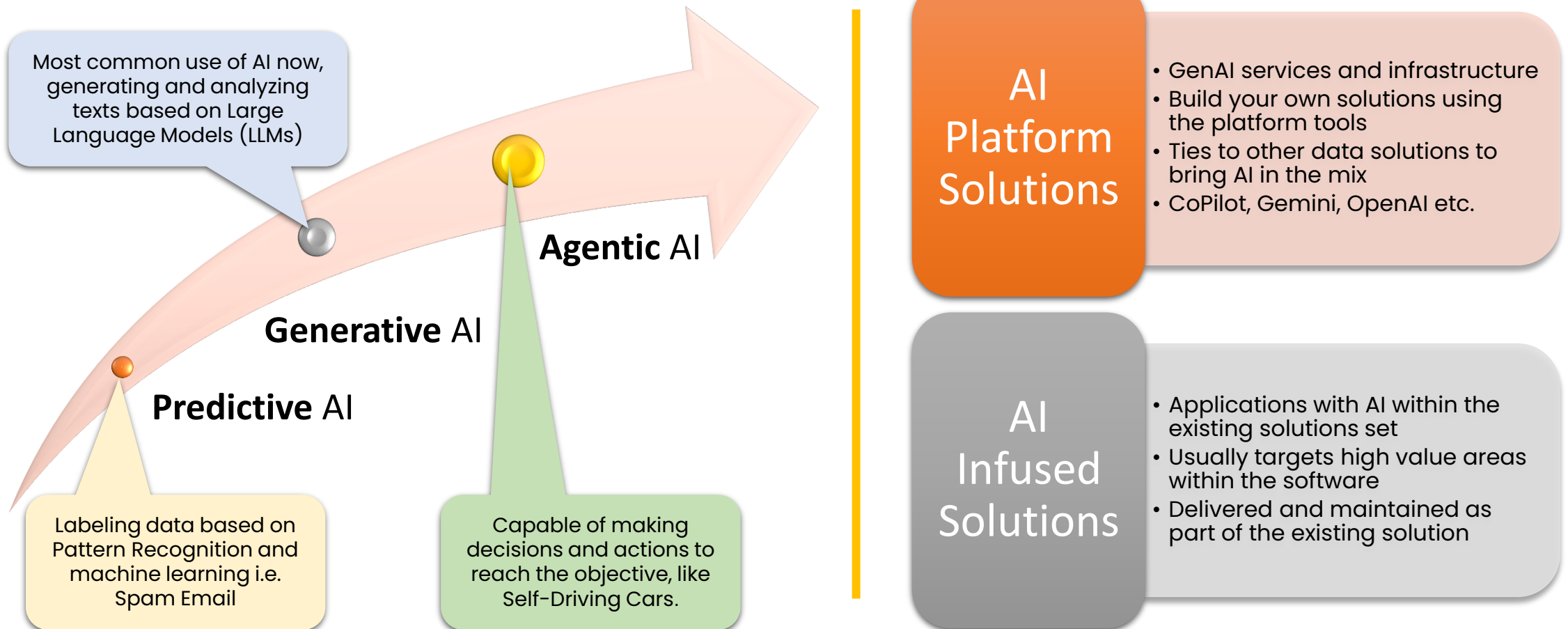
## Forming an Actionable Plan

- Becoming AI Ready
- Setting a Vision

## Q&A



# Types of AI & solutions





# AI tools in use by type at CCP

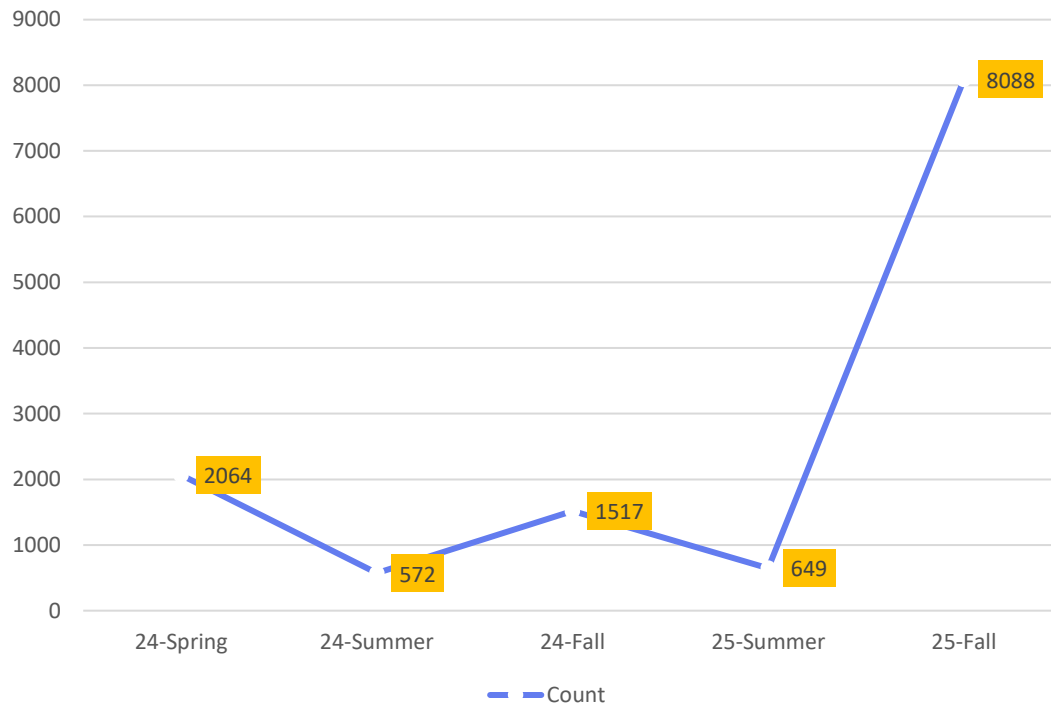
Topics	AI Tools	Type of AI / Solution	Primary users
Student Canvas Support	LEO Chatbot by IVY.AI	AI Platform	Students
AI written text detection	CopyLeaks	Gen AI / AI Infused	Faculty
Writing coaching	Packback	Gen AI / AI Infused	Faculty/Student
Resume writing and interview prep	Big Interview	Gen AI / AI Infused	Career Services/Students
General content creation / text summarization / exam creation etc.	ChatGPT, Gemini, Copilot, Claude, Perplexity, Ideogram	Gen AI / AI Infused	Students/Faculty/Staff
Transcription, notes summary	Teams, Zoom Companion AI, Kaltura	Gen AI / AI Infused	Students/Faculty/Staff
Image & Video generation	Dall.E, Midjourney, Lumen5, Canva	Gen AI / AI Infused	Students/Faculty/Staff

**Source:** Teaching & Learning using AI at CCP – Summer Institute Presentation, 2025



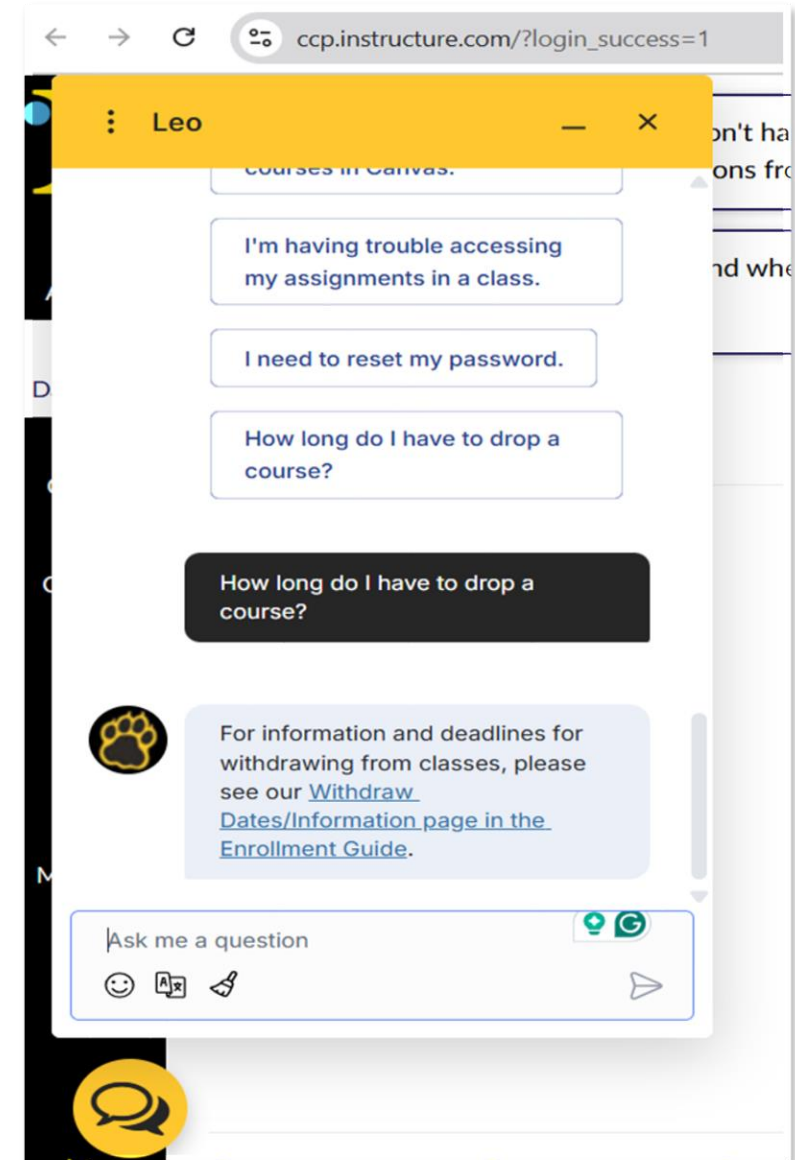
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# LEO's adoption



Unique interactions- Fall 2025- 8088

Unique users- Fall 2025- Students: 755, Faculty: 45





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# Faculty Professional Development

## 2023–2024--**20 unique participants**

- Professional & Organizational Development workshop
- Achieving the Dream workshop
- FCTL workshop – What, Why, How of AI

## 2024–2025-**105 unique participants**

- Teaching Circle (3 sessions)
- *Teaching with AI* book group (2 sessions)
- AI Playgrounds
- Summer Institute

## 2025–2026

- AI Assessment Summit- **25 unique participants** by invitation

## **Other opportunities:**

- Plenary session for Provost's Division meeting in Fall 2024
- Resource Guide development
- Discussions at the individual department level
- Faculty Fellows- AI (24–25) and FCTL (25–26)





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# Organic Adoption in Academics

## Content Generation to Enhance Student Learning

- **English:** Writing support & critical analysis
- **Biology:** Visual learning tools e.g. interactive videos for concept explanation
- **Fashion Merchandising:** Market research and social media strategy development

## Ethical Use

- **Social Sciences:** Discussions on bias, environmental concerns, and privacy
- **Paralegal Studies:** Teaching students legal research with AI and brief writing, as well as hallucination identification

## Use in the profession

- **Allied Health:** Exploring AI's impact on healthcare roles
- **Foundational Math:** Connecting mathematical concepts to future career applications



# AI Trends in next 12 – 24 months

- Computing User Agents (CUAs)
  - AI Competency rose from 17% to 45% between January – July 2024.
    - Expect 100% competency by 2026 – OSWorld report
  - **Paradigm Shift:**
    - Horizontal/Shallow → Deep/Vertical
    - bottom-up innovation
    - AI as an extension of yourself
- **66%** of leaders say they wouldn't hire someone without AI skills.
  - **71%** say they'd rather hire a less experienced candidate with AI skills than a more experienced candidate without them.
  - And junior candidates may have a new edge: **77%** of leaders say, with AI, early-in-career talent will be given greater responsibilities.

**Source:** Citrix, *What Happens When AI Agents Score 100% in Computing Using Benchmarks?* July 24, 2025. <https://www.citrix.com/blogs/2025/07/24/what-happens-when-ai-agents-score-100-in-computing-using-benchmarks>

**Source:** Brian Madden, *SHI Fall Summit Keynote Address*, Vice President of Technology at Citrix, October 16, 2025.

**Source:** 2024 Work Trend Index Annual Report, Microsoft & LinkedIn. <https://www.microsoft.com/en-us/worklab/work-trend-index/ai-at-work-is-here-now-comes-the-hard-part>





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# Job Structure for AI



Job Title	Entry-Level Salary	Median Salary	Associates Degree OK?	Reason
AI Conversation Designer	\$73,959	\$80,242	Yes	With Strong UX+Writing Skills
Interaction Designer	\$73,082	\$89,777	Yes	Portfolio Matters More
Prompt Engineer	\$69,539	\$99,210	Yes	Skills > Degree, But Coding Helps
AI Architect	\$107,886	\$154,142	No	Advanced Technical Role
AI Artist Engineer	\$95,000	\$124,218	No	Requires CS/AI Background
Knowledge Architect	\$57,054	\$79,663	No	Usually Requires Bachelor's
AI Adoption Strategist	\$117,447	\$139,834	No	Business + AI Strategy Expertise
Human-AI Collaboration Lead	\$117,447	\$143,297	No	Leadership + Advanced AI Knowledge
Data Annotator	\$35,000	\$50,000	Yes	Entry-Level, Minimal Degree
Orchestration Engineer	\$69,362	\$91,420	Yes	With Strong Technical Skills
AI Engineer	\$95,000	\$134,023	No	CS/Engineering Degree Preferred
Responsible Use of AI Architect	\$107,886	\$154,142	No	Requires Ethics + AI Architecture
Agent Operations Manager	\$90,000	\$115,000	Yes	Experience + Degree
SVP of AI Strategy	\$250,000	\$300,000	No	Executive Leadership Role
Head of AI	\$180,000	\$215,000	No	Executive Role, Advanced Education
EVP of AI	\$300,000	\$350,000	No	Top Executive Role

**User experience Roles**

**Workforce & Business Development Roles**

**Technical Roles**

**Supervisory Roles**

**Source:** Abril, Danielle. "As AI reshapes the job market, here are 16 roles it has created." *The Washington Post*, 31 Oct.

**RISE FROM WITHIN**



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# Examples of Possibilities



Speed up General Productivity



Agentic AI Voice Support



Text based AI Agents for HR/Finance



Report & BI



Enhanced Student Advising



Personalized Learning



Financial Aid Submission Support



Augmented Academic Support



Better utilization of time

Engage in more meaningful service

Solve more complex issues

See the unseen



Expense Processing



Procurement Processing



Donor Management



Room Scheduling



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# Demo: We all have an assistant!

The screenshot shows a video call in progress. On the left, a Google Voice interface is visible, displaying a call log with an outgoing call to (215) 608-6700 on Wednesday, Nov 26, 2025, at 9:53 AM, lasting 3 min 30 sec. Below the call log, the contact name (215) 608-6700 is shown with a 'Hold' button and options for 'Keypad', 'Mute', and 'Message'. On the right, a presentation slide titled 'Proof of Concept: Agentic AI in Action' is displayed. The slide features three columns: 'Objective', 'Value', and 'Method', each with a corresponding icon and a list of bullet points. A small video feed of a person is visible in the top right corner of the call window.

**Proof of Concept: Agentic AI in Action**

Objective:	Value:	Method:
<ul style="list-style-type: none"><li>• Simplify Password change / MFA reset</li><li>• Empower self-service</li><li>• Solve scaling issue</li></ul>	<ul style="list-style-type: none"><li>• 20% case volume is MFA/Password related</li><li>• Time sensitive / Directly related to productivity &amp; revenue</li></ul>	<ul style="list-style-type: none"><li>• Agentic AI, performing individual data retrieval and execute actions</li><li>• Escalating complex situations to human experts</li></ul>

Hello, you've reached the password reset



# What AI solutions we are exploring

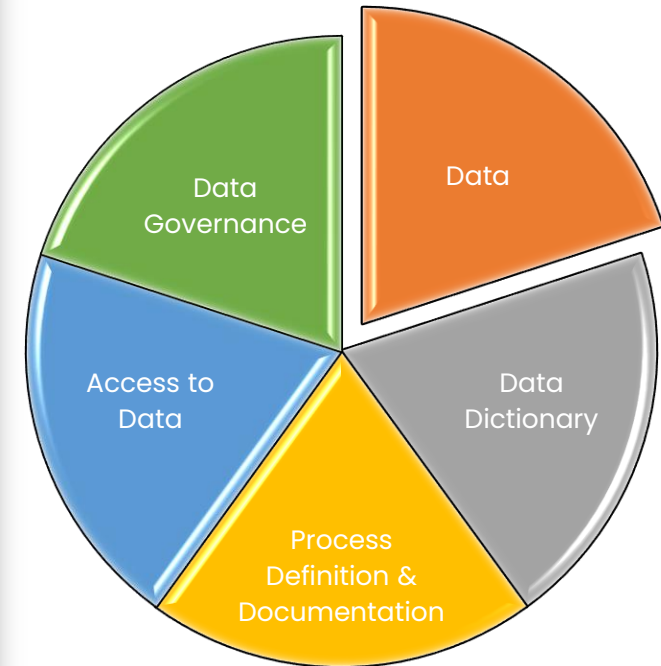
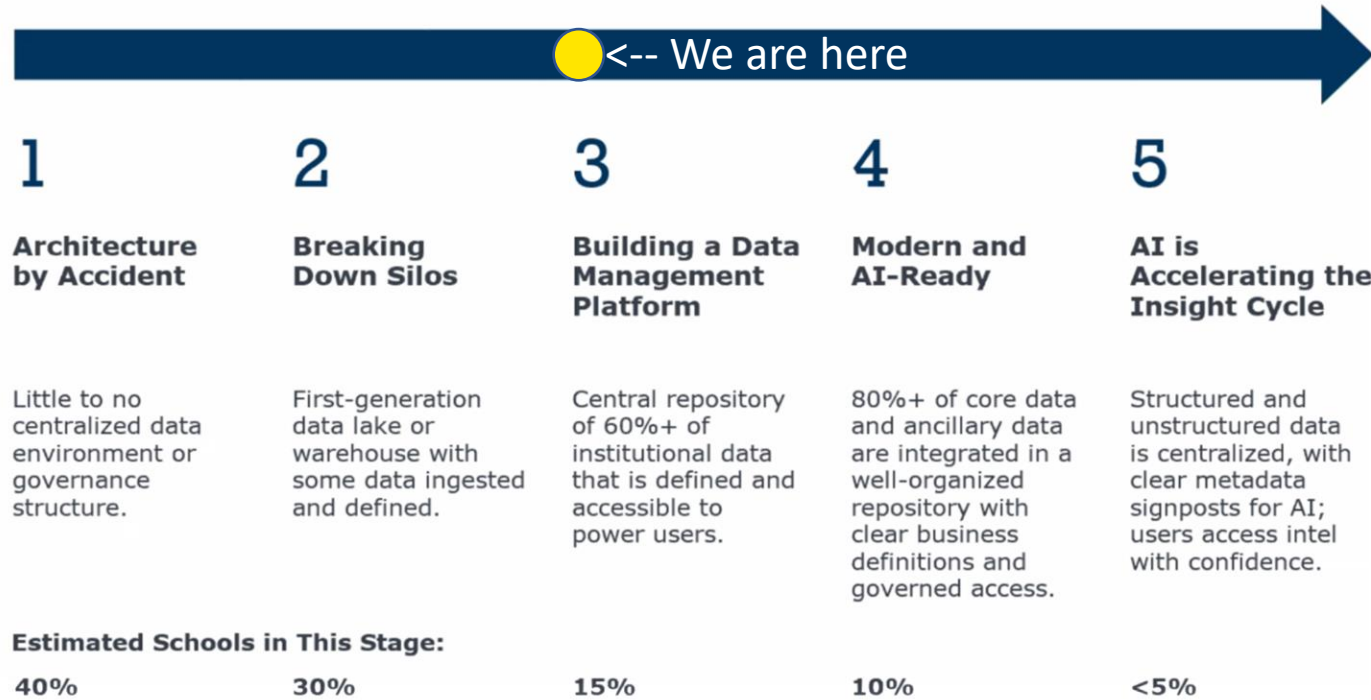
AI Tool	Capability	Type of AI / Solution
Microsoft o365 Data Classification / Retention / Data Loss Prevention Platform / Fortinet Data Loss Prevention	Data Classification, Protection and Retention	Traditional + Predictive AI / Agentic AI
Helpdesk AI Voice Agent & Chatbots for use across the campus	Assist with answering common questions, making information available through interactive experience, Password and MFA reset	Gen AI / Agentic AI
Ellucian Journey	Workforce, Continuing Ed, Non-Credit / Credential Stacking, Badges, Program Development through AI	Gen AI / AI Infused
Ellucian Intelligent Processing	Automation of forms, approvals, workflow, tasks, holds, actions in Banner ERP	Gen AI / AI Infused
Microsoft Copilot with Mail, Teams, Sharepoint, Power Automate and Agents	Leverages AI within the o365 ecosystem and AI copilot agents that are designed to solve specific problems	Gen AI / Agentic AI / AI Platform
Abnormal.AI	Email security enhancement	Agentic AI
Tableau, AWS Reporting	Gen-AI based report/dashboard generation capability	Gen AI / AI Platform
AI Policy for entire college	A broad policy that allows safe experimentation with guardrails	-



# Becoming AI Ready

## A Maturity Framework for Data Management

Elements of these stages include data storage, data governance, reporting and analytics, people and culture, and AI readiness



**Source:** "Student Success with EAB Edify AI Webinar.", October 1, 2025.

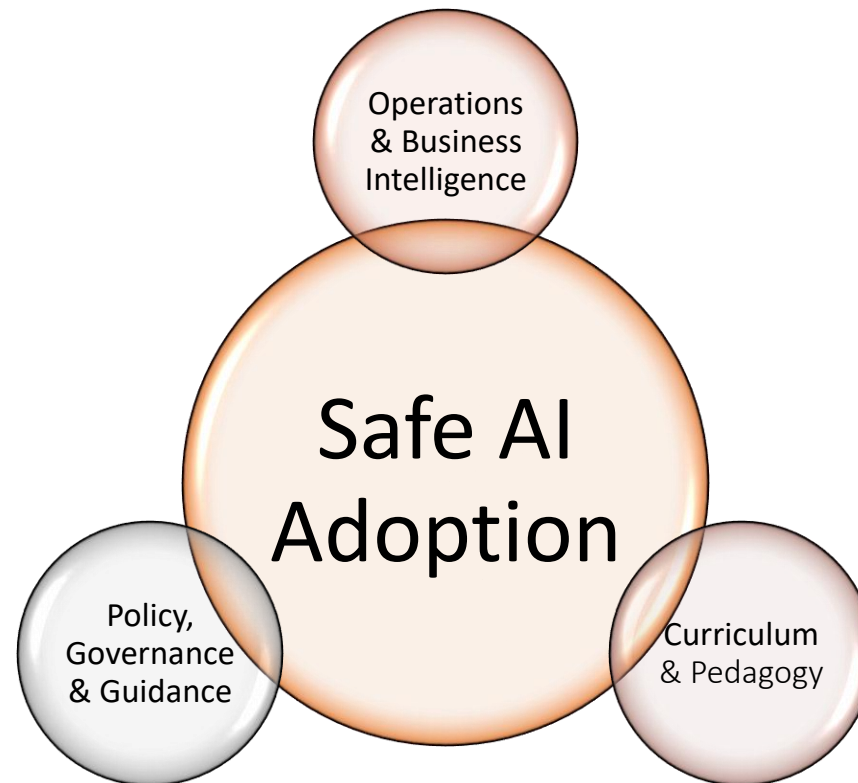




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# Setting a vision for AI Readiness

## Responsible AI Adoption: Domains for Framework





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# Setting a vision for AI Readiness

**Domain: Operational Efficiency**

Vision

How we get there

Combine AI  
+ Human  
Interaction  
to increase  
efficiency

Let staff  
focus more  
on complex  
issues

Utilize AI in  
Banner  
environment  
where  
available

Train and  
adopt Office  
365  
productivity  
tools

Explore AI  
agents for  
high volume  
service areas

Maximize AI  
infused  
software  
usage

**RISE FROM WITHIN**



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# Setting a vision for AI Readiness

**Domain: Business Intelligence**

Vision

How we get there

**Data Democracy**

**Unlock Decision  
Making Insights**

Train for data and  
process literacy

Explore AI Features in  
Reporting

Train for AI prompting  
and interactions

**RISE FROM WITHIN**





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# Setting a vision for AI Readiness

**Domain: Policy, Governance & Guidance**

Vision

How we get there

Develop AI  
policy  
allowing  
safe  
experiments

Organize  
internal  
Data,  
Process &  
Knowledge

Ensure data  
monitoring  
and loss  
prevention

Develop  
institution-  
wide policy  
aligned with  
cybersecurity  
framework

Develop  
compliance  
and cyber  
safety training

Address  
Culture Shift

Adopt Data  
Classification,  
Retention,  
Removal and  
Loss  
Prevention  
tools

Implement  
Data Literacy  
and Process  
Governance

**RISE FROM WITHIN**



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# Setting a vision for AI Readiness

**Domain: Pedagogy & Curriculum**

Vision

Things we can do  
now

Adopt a  
framework for  
AI integration  
in Pedagogy &  
Curriculum

Collaborate  
with industry  
leaders for job  
specific  
competency  
expectations

Explore Skills  
Badges and  
Stackable  
Credentials

Streamline  
our curriculum  
development  
process

Develop  
faculty and  
student  
competencies

Begin  
redesigning  
assessments

**RISE FROM WITHIN**



# Curriculum integration

## Preparing for industry jobs

- Credit vs. Non-Credit
  - Type of credential
- Wide range of positions, including new fields
- How do we maintain relevant curriculum in rapidly changing industry?

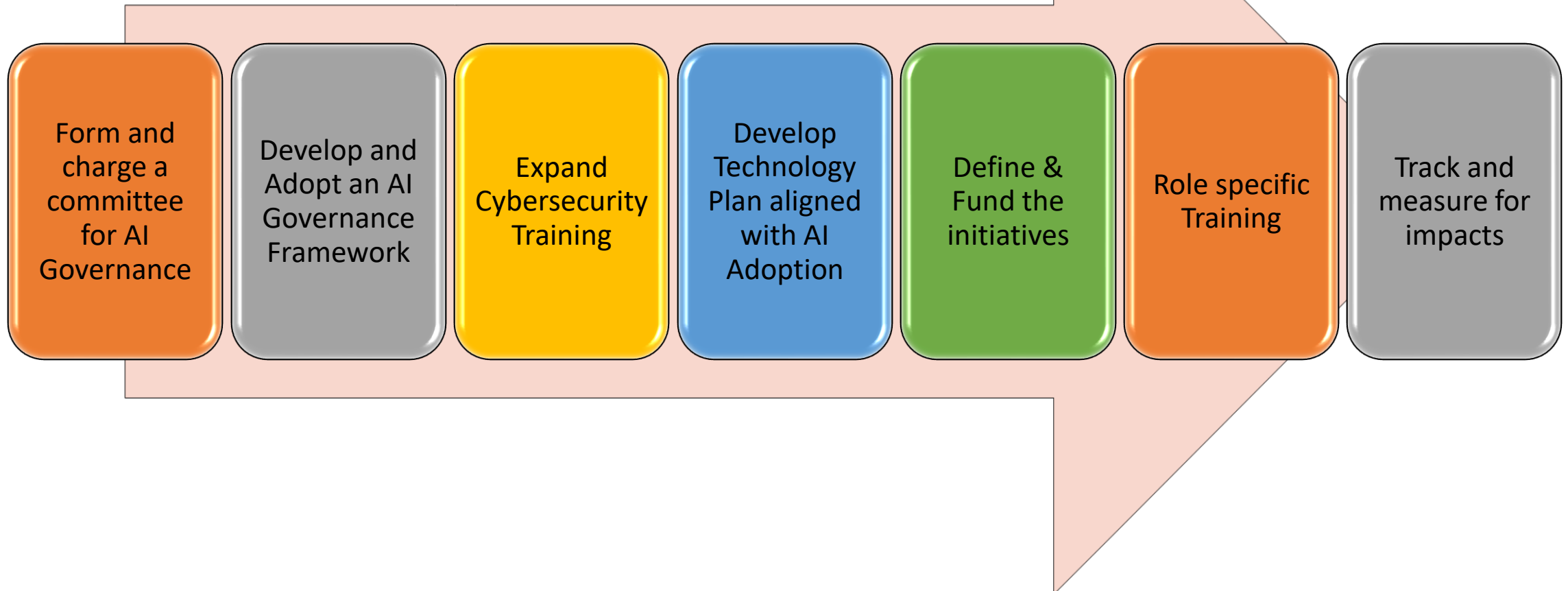
## Preparing the general workforce

- Choose delivery method
  - General education
  - At the program/course level
  - FYE courses



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# What's Next







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# Q&A

Artificial intelligence (AI) is rapidly transforming higher education by enhancing teaching, learning, and administrative efficiency. AI-powered tools can personalize learning experiences, offering adaptive content and real-time feedback tailored to each student's progress and learning style. Instructors can use AI for assessment, content creation, and identifying students who need extra support, while institutions benefit from predictive analytics to improve enrollment, retention, and resource management. Looking ahead, AI has the potential to make education more accessible, data-driven, and student-centered, empowering both educators and learners to focus on creativity, critical thinking, and collaboration.

**RISE FROM WITHIN**

## **ATTACHMENT C**

DeWitt Change Order (CBI)

# INVOICE

## Bill To



Community College of Philadelphia Attn: Mark  
Brown/Main Campus CBI Building  
1700 Spring Garden Street  
Philadelphia, PA  
(267) 216-7667

## DeWitt HVAC

8325 Stenton Avenue, Ste 2A  
Philadelphia, Pa 19150  
Phone: (267) 228-7355  
Email: dewitthvac@gmail.com  
Web: www.dewitthvac.com

Payment terms 30 Days  
Invoice # 1485  
Date 01/07/2026  
PO # Change Order / CBI Piping

## Description

## Total

---

Change Order / CBI Piping / Added Scope Materials	\$58,900.00
---	-------------

### Scope

- Replace piping on 2nd floor risers with new shut off valve for both supply & return
- Valve placement are installed downstream from existing shut off / balancing valve
- Replace piping on 3rd floor riser with new shut off valve for both supply & return
- Replace shut off valve on 1st floor for both supply & return
- Purchase 8 shut off valves & 4 balancing valves

Shut off Valves \$1750 per valve X 8 = 14,000

Balancing Valves \$1400 per valve X 4 = 5,600

Schedule 40 Piping (4 inch) & Clamps / Fittings

Insulation

Mark-up 15%

---

Additional Labor hours per floor Weekend / WeekdayRate	\$98,900.00
--	-------------

Hourly Rate is \$220.00

	QTY	Rate	Total
Foreman			
Regular hours	40	220	8800
Overtime hours	36	330	11880
Double time hours	8	440	3520
			=24,200

Journeyman

Regular hours	40	220	8800
Overtime hours	36	330	11880
Double time hours	8	440	3520
			=24,200

Journeyman

Regular hours	40	220	8800
Overtime hours	36	330	11880
Double time hours	8	440	3520
			=24,200

Apprentice

Regular hours	40	150	6000
Overtime hours	36	225	8100
Double time hours	8	300	2400
			=16,500

Carpentry

Lump sum =9,800

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Bonds 4% of project	\$20,130.51
Performance & Payment Bonds with 2 year warranty (4%)	
Discount to %3.75	

---



Scan to Pay Online

<b>Subtotal</b>	\$177,930.51
<b>Discount</b>	\$9,000.00
<b>Total</b>	<b>\$168,930.51</b>



By signing this document, the customer agrees to the services and conditions outlined in this document.

---

Community College of Philadelphia Attn: Mark  
Brown/Main Campus CBI Building

## **ATTACHMENT D**

### Capital Spending Spreadsheet

Building Group	New or C/O	Facility Projects	Initial Spending	Revised	Actual	Available budget
Bonnell	New	Bonnell HVAC Replacements	120,320	120,320	120,320	0
Bonnell	C/O	Enrollment Center- Enhancement	1,442,153	1,442,153	1,523,007	(80,853)
Bonnell	New	Roof Replacement	1,498,823	1,498,823	0	1,498,823
Bonnell	New	Xerox Digital Press Install	30,000	30,000	20,984	9,016
<b>Total Bonnell</b>			<b>3,091,296</b>	<b>3,091,296</b>	<b>1,664,311</b>	<b>1,426,986</b>
CBI	New	CBI BAS Replacements	115,000	115,000	262,858	(147,858)
CBI	New	Replace HVAC Piping	750,000	750,000	0	750,000
<b>Total CBI</b>			<b>865,000</b>	<b>865,000</b>	<b>262,858</b>	<b>602,143</b>
Mint	C/O	Mint Building Front Doors	953,250	953,250	1,003,150	(49,900)
Mint	New	Office upgrades	14,713	14,713	14,713	0
Mint	C/O	Mint Lighting		982,100	0	982,100
Mint	C/O	Office upgades/relocations from 1500 Spring Garden	1,144,216	1,144,216	1,103,933	40,283
<b>Total Mint</b>			<b>2,112,178</b>	<b>3,094,278</b>	<b>2,121,796</b>	<b>972,483</b>
NERC	New	HVAC Upgrade	607,384	1,000,000	205,289	794,711
NERC	C/O	Bridge repairs	300,000	300,000	296,305	3,695
<b>Total NERC</b>			<b>907,384</b>	<b>1,300,000</b>	<b>501,594</b>	<b>798,406</b>
Parking		Main garage -Phase IV & V	0	225,160	89,900	135,260
<b>Total Parking</b>			<b>0</b>	<b>225,160</b>	<b>89,900</b>	<b>135,260</b>
West	New	Intraoral xray unit	0	0	4,835	(4,835)
West	Complete	Simulation Lab for Nursing & Allied Health; Renovation of respiratory care Lab	396,020	396,020	572,704	(176,684)
<b>Total West</b>			<b>396,020</b>	<b>396,020</b>	<b>577,539</b>	<b>(181,519)</b>
WRC	C/O	CATC Parking Lot	600,000	367,600	0	367,600
WRC	New	CATC welding lab and WRC space - NWI Welding program	500,000	250,000	648,514	(398,514)
<b>Total West Regional Center</b>			<b>1,100,000</b>	<b>617,600</b>	<b>648,514</b>	<b>(30,914)</b>
Winnet	C/O	Old Cafeteria renovation to single stop office space, Keys, etc.,	1,417,280	1,242,080	879,080	363,000
Winnet	New	Technology upgrades in coffee house and student area	49,590	49,590	0	49,590
Winnet	New	Mechanical Systems Upgrade	33,985	33,985	0	33,985
<b>Total Winnet</b>			<b>1,500,856</b>	<b>1,325,656</b>	<b>879,080</b>	<b>446,576</b>
Various	C/O	Divisional Priorities	355,000	355,000	28,548	326,452
Various	New	Computers	2,500,000	2,500,000	0	2,500,000
Various	New	Emergency Repairs	0	95,145	95,145	0
Various	C/O	Miscellaneous (Contingencies)	256,326	318,905	532,170	(213,265)
Various	C/O	Multi Media auditorium	300,000	300,000	386,886	(86,886)
Various	C/O	Rebranding	247,952	247,952	87,616	160,336
Various	C/O	Furniture & Fittings	50,000	50,000	23,331	26,669
Various	New	Solar Panels (College portion)	500,000	500,000	0	500,000
Pavilion	New	CULA Classroom Technology Update	87,500	87,500	87,500	0
Pavilion	New	Install 2 hot water circuit pumps	11,338	11,338	11,338	0
Pavilion	New	Install Elevator Rm Heat Pump Condenser	14,943	14,943	14,943	0
<b>Total Various</b>			<b>4,323,059</b>	<b>4,480,782</b>	<b>1,267,476</b>	<b>3,213,306</b>
<b>GRAND TOTAL</b>			<b>14,295,793</b>	<b>15,395,793</b>	<b>8,013,067</b>	<b>7,382,726</b>
Report as of 12/19/2025						

## **ATTACHMENT E**

Resolution on Retirement Incentive

### **Resolution for a One-Time Retirement Incentive**

**WHEREAS**, the College administration recommends that the College offer on a one-time basis a retirement incentive to Full-time Faculty employees who as of August 31, 2026, will have attained fifteen (15) years of continuous full-time service and sixty-five (65) years of age, and to administrators, classified and confidential staff who as of June 30, 2026 will have attained fifteen (15) years of continuous full-time service and sixty-five (65) years of age;

**WHEREAS**, employees should not rely on this one-time retirement incentive being offered at any time in the future;

**NOW THEREFORE**, on this 14th day of January, 2026, the Business Affairs Committee and Executive Committee of the Board of Trustees hereby resolves and approves the college offering the following one-time retirement incentive:

The College will offer the following, on a one-time basis, separate and distinct from the retirement incentive provided in Article XIII, A., 11(a) in the Full-time Faculty Collective Bargaining Agreement: (a) full-time faculty member who, by the end of the 2025-2026 academic year (i.e. August 31, 2026), will reach sixty-five (65) years of age, with fifteen (15) years of full-time continuous service at the College (as a full-time faculty member, visiting lecturer, or as a classified, confidential, or administrative employee, including years on unpaid leave or on long-term disability), may give notice by March 15, 2026 to retire effective August 31, 2026; (b) the Board agrees to pay a retirement incentive to all such full-time faculty who elect this option; (c) the incentive will be 25% of the faculty member's full annual base salary, with an additional bonus of \$2,000 if the option is selected by February 15, 2026; (d) the College may request a postponement of a full-time faculty's retirement under the terms of this provision until after the end of the Fall 2026 semester if the retirement would unreasonably interfere with a specific College program; and

The College will offer the following, on a one-time basis, separate and distinct from the retirement incentive provided in Article XV, 5(a) in the Classified Collective Bargaining Agreement and/or any other retirement incentive available to administrators and confidential employees: (a) a full-time administrator, full-time confidential employee, or full-time classified employee who, by June 30, 2026 will reach sixty-five (65) years of age, with fifteen (15) years of full-time continuous service at the College (as a full-time faculty member, visiting lecturer, or as a classified, confidential, or administrative employee, including years on an approved unpaid leave or on long-term disability), may give notice by March 15, 2026 to retire no later than June 30, 2026 (provided however, the employee must attain sixty-five (65) years of age and fifteen (15) years of full-time service by his/her effective retirement date); (b) the Board agrees to pay a retirement incentive to all such employees who elect the option; (c) the incentive will be 25% of the Employee's full annualized base compensation, with an additional bonus of \$2,000 if the option is selected by February 15, 2026; (d) the College may request a postponement of an employee's retirement under the terms of this provision until December 31, 2026 if the retirement would unreasonably interfere with a specific College program.

Be it further resolved that all eligible employees are only eligible for one retirement incentive offer from the College and may not elect this One-Time Retirement Incentive if they have already elected any other retirement incentive offered by the College under the Collective Bargaining Agreement or otherwise.

Be it further resolved that the one-time retirement incentive offer will only be offered to employees in the Full-time Faculty Bargaining Unit and Classified Bargaining Unit upon execution of a Side Agreement with the Faculty & Staff Federation of the Community College of Philadelphia approving the same.

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Harold T. Epps, Chair

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Ajeenah Amir, Secretary

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Jacob Eapen, Treasurer

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Alycia Marshall, President