![Community College of Philadelphia logo]

Meeting of the Board of Trustees, Thursday, June 6, 2024, 2:30 p.m. Isadore A. Shrager Boardroom, M2-1/Hybrid

AGENDA

(1) Executive Session I

(2) Meeting Called to Order

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

- Update on the Governor's Plan for Higher Education

- Enrollment Update

- Finalize Slate for Election of Board Officers

- Update on Board of Trustees Transitions

- Update on Strategic Plan

(3) Introduction of New Trustees

(4) Recognition of Service for Exiting Trustee Ronald Bradley

(5) Public Comment

(6) Report of the President

(a) Governor's Plan for Higher Education

(b) Municipal College Update

(c) Enrollment Update

(d) Update on Catto

(e) Update on Strategic Planning

(f) Workforce Events:

- Google

- Toyota T/TEN

- Jr. STEM Academy

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

(7) Student Outcomes Committee, May 2, 2024

5.2.24 Student Outcomes Committee Minutes

(8) Business Affairs Committee, May 15, 2024

    5.15.24 Business Affairs Committee Minutes

(9) Workforce Subcommittee, May 22, 2024

    5.22.24 Workforce Subcommittee Minutes

(10) Consent Agenda

    (a) Faculty Promotions

    (b) Proceedings and Minutes of Decisions and Resolutions, Meeting of May 2, 2024

        5.2.24 Board Proceedings

        Attachment A - Enrollment Update 5.2.24

        5.2.24 Minutes of Decisions and Resolutions

    (c) Gifts and Grants

        Record of Grants & Gifts FY24 (6.6.24)

    (d) Theater Associate in Arts Program Review

    (e) Digital Medical Imaging Associate in Applied Science Program Review

    (f) Construction for Winnet Project

    (g) Bonnell Skylights

    (h) Grant Thornton Amendments

(11) Report of the Chair

    (a) Finalize Slate for Election of Board Officers

    (b) Nurses Pinning and Academic Awards Ceremonies

    (c) Reminder: Black and Gold Gala, June 13, 2024

    (c) Summer Executive Committee Meetings

    (e) ACCT 2024 Leadership Congress, October 23-26, 2024 Seattle, Washington

(12) Old Business

(13) New Business

(14) Special Board of Trustees Meeting: Monday, June 24, 2024, 9:00 a.m. Isadore A. Shrager Boardroom, M2-1/Hybrid

    Regularly Scheduled Board of Trustees Meeting: Thursday, September 5, 2024, 2:30 p.m. Isadore A. Shrager Boardroom, M2-1/Hybrid

Committee Meetings

    • Student Outcomes, Thursday, June 6, 2024 – 12:30 p.m. Library and Learning Commons, L1-13 Hybrid

• Audit Committee, Monday, June 17, 2024 – 9:30 am. Isadore A. Shrager Boardroom, M2-1/Hybrid

• Combined Meeting of the Business Affairs Committee and the Board of Trustees, Monday, June 24, 2024 - 9:00 a.m. Isadore A. Shrager Boardroom, M2-1/Hybrid

Upcoming Events

• Black and Gold Gala, Thursday, June 13, 2024 – 6:30 p.m. Vie by Cescaphe, 600 North Broad Street

• ACCT 2024 Leadership Congress, October 23-26, 2024, Sheraton Hotel, Seattle, Washington

June 2024 Calendar of Events.pdf

(15) Executive Session II

The Board will convene in Executive Session to discuss personnel and legal matters. The Board will not return following the Executive Session.

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

MEETING MINUTES

**Thursday, May 2, 2024
12:30 p.m.
Hybrid**

**Zoom
&
Library Learning Commons, L1-13
1700 Spring Garden Street
Philadelphia, PA 19130**

Presiding:	Ms. Chekemma Fulmore-Townsend
Committee Members:	Ms. Mindy Posoff, Mr. Patrick Clancy, Ms. Morgan Cephas
Board Participants:	Mr. Harold Epps
College Members:	Dr. Donald Generals, Dr. Alycia Marshall, Dr. Mellissia Zanjani, Dr. David Thomas, Dr. Danielle Liautaud-Watkins, Dr. Vance Gray, Dr. Shannon Rooney, Dr. Darren Lipscomb
Guests:	Dr. Judith Gay, Consultant to the Board of Trustees
Dr. Vishal Shah, Dean of Math, Science and Health Careers
Rebecca Peterson, Diagnostic Medical Imaging Program Director, Curriculum Coordinator, Associate Professor
Dr. Amy Birge-Caracappa, Director of Assessment
Dr. Lisa Sanders, Dean of Liberal Studies
Quinn Eli, Theater Curriculum Coordinator
Dr. Massah Nuni, English Department Head and Assistant Professor
Derrick Johnson, Second-year DMI Student
Francesca Marunouchi, Second-year DMI Student

I. Public Session

(a) Introductions   (I)

(b) Approval of the Minutes April 4, 2024   (A)

   The meeting minutes of the April 4th meeting were not discussed.

(c) Digital Medical Imaging Associate in Applied Science Program Review   (A)

Dr. Marshall opened the presentation by sharing that the community, former and current students, and the Joint Review Committee on Education in Radiologic Technology (JRCERT)

accreditors of the DMI program held CCP in high regard. Dr. Marshall stated that during the JRCERT site visit in January, one of the reviewers shared that he had participated in over 200 site visits and he wished all the students were like CCP students. Rebecca Peterson, Diagnostic Medical Imaging Program Director, Curriculum Coordinator, and Associate Professor shared an overview of the program and APR. The program is a two-year radiography program (X-ray program) that trains students to be entry level X-ray Technologists. During their studies, they have a combination of classroom laboratory and clinical experiences. Upon completion of the program, the students take a national certification examination in radiography. The program parallels the six total standards for the JRCERT. There are 35 total objectives that must be met for the College to maintain accreditation. The College's accreditation outcome is currently pending and will be completed in June or July following the JRCERT Board of Directors review of the College's self-study and site visit report.

Dr. Amy Birge-Caracappa, Director of Assessment, shared key findings and began by explaining that the program operates on a cohort model and had a major curriculum revision in 2019. There is a 100% credentialing exam pass rate and job placement rate. The program quickly recovered after COVID-19; its courses require hands-on learning. Other program strengths are attributed to a strong advisory committee and systematic and comprehensive assessments. The average enrollment in the program between Spring 2019 and Fall 2023 was 36.8. The program enrolls a smaller average proportion of full-time students (24.4%) than the College overall (30.4%). Between Fall 2018 and Fall 2022, 76.2% of DMI students returned to the same program compared to the College overall, which was 35.1%.

- Ms. Peterson explained that many students coming into the program have already completed the eight general education courses required for the degree. However, students are not always considered full-time throughout the duration of the program because they have those courses already completed.

Dr. Amy Birge-Caracappa highlighted some of the racial disparities within the DMI program. There are a disproportionately high percentage of white females (39.9%) compared to the College average (14.3%) and a disproportionately lower percentage of Black females (9%) compared to the College average (30.4%). The disparity is a systemic issue that the program director is addressing, and it exemplifies the need for a data-driven, inclusive process aimed at finding and closing equity gaps in all select programs at CCP with similar issues. The average percentage of students who identify as Asian females in the program (10.1%) is also higher than the College average (5.9%).

Ms. Peterson introduced two students, Derrick Johnson and Francesca Marunouchi, to provide a student perspective. Both Mr. Johnson and Ms. Marunouchi will be completing their studies at the end of the summer 2024 semester.

- Derrick Johnson stated that the words "care," "pride" and "excellence" best expressed his experience as a student in the DMI program and his studies overall at CCP. He appreciates the dedication and time that the professors spend teaching, and training students ensuring that they are ready to go into the field as Radiologic Technologists.

- Francesca Marunouchi, is the DMI student club President, and the Class of 2024 representative, shared that she chose the program because of the 100% pass rate and 100% job placement rate within six months of graduating. Ms. Marunouchi currently has a job interview set up. As a student, she had the opportunity to gain real-life

experience at a level-one trauma hospital. She is also appreciative of the support received from her professors, clinical instructors, and the program director. Her clinical site is Penn Presbyterian Medical Center.

- Trustee Epps asked about the pay rate. Ms. Peterson explained that the average salary is about $70,000/year to start but varies depending on shift differentials and the need for x-ray technicians to work around the clock. There are different pay rates for morning, afternoon, overnight, or weekends.

- Trustee Posoff asked Ms. Marunouchi if she looked at other schools, particularly when out in the field. How does she feel about what she learned compared to what others have learned in their programs at their institutions? Ms. Marunouchi stated that she chose the College due to its 100% pass rate and the affordability. She was happy to be assigned to the Penn Presbyterian site because of the hands-on training and learning on the job she is gaining. She is confident that once she receives her certification, she will be successful.

- Trustee Epps asked if there was an alumni affinity group for the DMI program. He explained that alumni affinity scholarships can be funded by people within an industry cluster.

- Trustee Fulmore-Townsend expressed that she was pleased to hear from students directly. She also congratulated the dean, program director, and faculty on program recovery post COVID, particularly the degrees awarded, and exceeding pre-COVID levels for three years in a row.

- Ms. Peterson shared that the job market is promising for DMI program graduates.

- Trustee Epps asked how much more technology can play in this field. Ms. Peterson explained that AI wouldn't be able to take over because a technologist is needed to properly position the patient's body.

Ms. Peterson presented a video of a former DMI student, and current clinical instructor, John Lewis, who has worked at Pennsylvania Hospital since the year 2000. He began his career as a staff technologist, then moved into a supervisory role. As a graduate of the College's DMI program, he described the curriculum as an organized pathway that allows students to grow. He has hired CCP students over the last seven years because of his confidence in their skills.

- Trustee Epps asked what could be done to close the disparity gap between the current state and the demographics of the city in the DMI industry. Given the precedent future demand, what steps could be taken to improve the dynamics?

- Dr. Vishal Shah, Dean of Math, Science and Health Careers, explained that the field of x-ray technicians currently consists of 73% white, 10%, Hispanic, 6% Asian, and 5% Black. In spite of the transparency provided for the program at the entrance level dictated by the accreditation agency, there are barriers that may be preventing certain demographics of students from gaining admission to the program. To alleviate this challenge, the Math Science and Health Careers division has set up a task force to determine what can be done as a division and as an institution to address racial equity gaps across all of their selective admission programs. The coordinators on the task

force are working together to see where the changes can be made before prospective students apply.

- Trustee Posoff asked if one of the barriers is awareness.

- Trustee Epps referred to the data, and stated that a message could be marketed that says e.g. 'If you follow these instructions, we can guarantee you since $65,000 a year.'

- Both Dr. Shah and Ms. Peterson responded that the program receives approximately 200 applications each year, however the program only has 24 seats, which is limited based on clinical affiliates, clinical capacity, and program capacity. The College's DMI program is a competency-based curriculum that cannot exist without a clinical component. To meet proper supervision requirements, there are a limited number of clinical spaces. The College has 13 clinical sites which each have a different capacity of the number of students that can be scheduled at any given time within the radiology department.

- Both Trustee Epps and Trustee Posoff asked how large the current market is for DMI in the city.

- Dr. Shah stated that the College's DMI program produces 21% of the market share of all technology in the area.

- Ms. Peterson informed the Board that the College's competitor programs in the city are Holy Family University, Thomas Jefferson University, Einstein Medical Center, and St. Christopher's Hospital for Children. The College shares clinical sites with Thomas Jefferson at the Methodist, and Bryn Mawr hospital sites. The Children's Hospital of Philadelphia site is shared with students from Holy Family University. Ms. Peterson stated the College's lab has a capacity of 24 students, but could possibly accommodate four or five more students.

- President Generals explained the purpose of developing the Health Science Building is to expand awareness about some of the clinical fields, which could hopefully address the lack of diversity in the health field.

- Ms. Peterson informed the Board that intake process pages have been created for all healthcare programs in the past five years as an applicant's guide. The DMI faculty visits entry-level classes in the Health Care Pathway, and the Allied Health classes to ensure students are aware of the College's programs. The department also has events for middle-school and high-school students to visit labs.

JRCERT requires College programs to have a five-year pass rate average of 100%. Ms. Peterson confirmed that CCP has had 100% pass rates for 20 years. Competing institutions do not. There are over 600 accredited radiography programs nationally, and the majority don't have a five-year exam pass rate of 100%.

Ms. Peterson informed the Board of recent lab renovation projects that began as a result of JRCERT's requirement of having an energized lab with real equipment on campus. The planning began in 2018, and it was completed in the early spring semester of 2021. The updated lab unit

has portable X-ray machines, two X-ray rooms, ClearTouch panels, digital technology, and a ceiling-mounted unit which is similar to what the students use in larger hospital settings. The classroom space has 24 computers, which allows us to start registry exam prep from day one. Students become used to what it's going to be like to take the registry exam, which is computerized.

- Trustee Epps asked about the cost of the lab renovation. Dean Shah informed him that the cost was about $500,000, with nearly $300,000 worth of Perkins Grant-funded items added since for continued innovation. Trustee Epps asked if there was institutional partnership money invested in the renovation project. Ms. Peterson informed him that there wasn't partnership money invested other than Perkins that she was aware of.

Ms. Peterson shared with the Board a few of the self-study recommendations, such as webpage redesign, adding two new mobile units, and an increase in interdisciplinary training. Moving forward, they will explore offering post-primary proficiency certificate programs in bone densitometry, cardiac interventional radiography, computed tomography, magnetic resonance imaging, mammography, vascular interventional radiography, and vascular sonography.

- Trustee Epps stated there should be a contingency plan. Trustee Fulmore agreed, adding that there should be a timeline which includes exploring, development and enrollment.

- Dr. Generals stated that the timeline would be three to five years if the timeline includes building. If not, the timeline would not be as expansive because we wouldn't have the room, and a significant investment would not be needed to bring in new faculty to go along with the program. The actual pipeline into the funding for the new building would begin next year, designs would take another year, and building out of the programs would probably take another year afterwards. The vision is a simulated hospital, where students can be put in an environment where they can work across disciplines and directly apply what they are learning in a hospital setting.

   Trustee Epps suggested that there would need to be partners in the journey who are going to help ensure the programs' long-term sustainability.
- Dr. Generals stated that the hospital leaders, with whom he has had conversations, have informed him of their interest.

d) Theater Associate in Arts Program Review   (A)

Dr. Marshall opened the discussion by stating that the Theater Associate in Arts program is strong and has bounced back since the pandemic, under the leadership of Quinn Eli, Theater Curriculum Coordinator. The curriculum takes an interdisciplinary approach to train theater students, providing learning experiences across disciplines and to develop holistic skill sets, from business and technology to music and the arts.

Mr. Eli informed the Board of how proud he is of the work students have done on the school's latest performance, *Glass Slippers*. He shared that the College offers a theater program to give students a wide variety of academic and pre-professional opportunities in the performing arts. The College offers studio classes and the state-of-the-art Black Box Theater to provide theatrical

experiences and support a meaningful, well-rounded education. He further explained that the College offers a range of different experiences, some of which are very much geared toward the sort of theoretical issues that come up in the history of performing arts. The program also takes a practical approach so students can leave the program and go directly into the workplace, working in theaters either in front of the stage or behind the stage. This is a program that reflects how hard-hit live theater was during the COVID-19 pandemic. Although the program saw a dip in enrollment as a result of the pandemic, enrollment has gone up since Fall 2022. This is commensurate with enrollment gains at the College.

Dr. Birge-Caracappa explained that there are two proficiency certificates associated with the theater program. One is the acting proficiency certificate, the other technical. The average enrollment for the theater program and the two proficiency certificates between Spring 2019 and Fall 2023 was 49 students. On average, the theater program enrolls a larger average proportion of full-time students (40.6%) than the College overall (30.4%). From Spring 2019 to Fall 2023, theater and its proficiency certificates enrolled a comparable proportion of students identifying as Black females (30.8%) as the College overall (30.4%), and a higher proportion of students identifying as Black males (24.4%) than the College overall (12.5%). Theater also enrolled a larger proportion of students under 30 years of age (86.4%) than the College average (74%). Over the period studied, the Theater program awarded 41 AA degrees and 24 Proficiency Certificates. Over the period studied, 51.9% of Theater AA program graduates transferred to another institution, which is lower than the College average for AA programs (60.8%).

Mr. Eli shared some of the next steps taken as a result of the advice received following the 2019 annual review. One step was to begin offering course sections at different times of the day, particularly late afternoon and evening to address student concerns. Mr. Eli explained that this has made a difference. The change might also result in a change of the profile of the average theater student. Another program review response update is the program has actively engaged with other programs in the Creative Arts pathway as well as Architecture, Design, and Construction (ADC) programs, especially with the Black Box theater as a venue. The College's ADC program was consulted on scenic design for the most recent production. The entire music landscape for the production was developed by music students. Mr. Quinn stated that he is pleased with the department's membership and Creative Arts Pathways because of the collaborative opportunities. Last year, the College collaborated with Bryn Mawr on the *Medea* production. The department is currently in talks with Haverford College and Arcadia about potential future partnerships. The program is currently pursuing transfer agreements with Swarthmore College because of the culture and experiences offered, which could potentially work well with CCP's curriculum. Last semester, local theater makers of color were invited to talk to the College's students about what they do to ensure that students can really envision for themselves a place in the theater or performing arts industry. Students are also given the opportunity to interact with playwrights, which helps them to develop the language and vocabulary to talk about theatre.

For the department's latest production, *Glass Slippers*, students received a holistic sense of what it means to be a part of a production. Students from ENGL 142 (Rehearsal & Performance) and 141 (Technical Theater) worked hand-in-hand. There were over 250 audience members in attendance. There were nearly a dozen local theater professionals in attendance, including two producers expressing an interest in pursuing a collaboration. All technical aspects of each performance (lighting, sound, stage management) were overseen by students, which is unprecedented for a production of this scale and reflects our theater program's commitment to

professional development and career preparedness. Eli emphasized that students having full responsibility for lighting, sound and stage management is highly unusual. As a result, he is working to identify theaters around town where students can receive even more experience in these areas.

Some of the program's next steps are to develop relationships with Arcadia and Swarthmore. Mr. Eli would also like to conduct an assessment of the Black Box to help it become a cultural hub at the College.

- Trustee Fulmore-Townsend asked Mr. Eli about his relationship with local theaters in the city and how he is working with them on potential fellowship offers.

- Mr. Eli has professionally been working in theater in the city for 20 years and has relationships with many theaters. His strongest relationships are with the Drake Theater (Simpatico Theatre, Azuka Theatre). He has also invited stage managers from Philadelphia theaters as speakers for classes. Mr. Eli also likes to connect students with smaller theaters that are developing new plays.

- Trustee Fulmore-Townsend asked about Mr. Eli's relationships with high school students, such as the Philadelphia Young Playwrights (PYP), to engage students in literacy and to give them social and emotional skills.

- Mr. Eli informed the Board that the Executive Director of Philadelphia Young Playwrights, LaNeshe Miller-White, was on campus last week. He has also been in contact with PYP in regards to developing a reading series on campus at CCP for high school students so they can watch their plays performed by CCP students. The collaboration can also help high school students envision themselves on CCP's campus.

- Dr. Lisa Sanders, Dean of Liberal Studies, informed the Board that Mr. Eli is a Pulitzer Prize nominee for a play he wrote last year, *In Common*.

- Mr. Eli informed the Board that the *Glass Slippers* production has been recorded.

- Mr. Eli feels that a strong budget and resources are needed to revive the Black Box Theater because it could potentially be profitable for the school.

Trustee-Fulmore Townsend recommended the approval of both the Digital Medical Imaging Associate in Applied Science Program and the Theater Associate in Arts Program for another 5 years. Trustee Posoff seconded. All were in favor. The meeting adjourned.

HYBRID MEETING OF THE BUSINESS AFFAIRS COMMITTEE
OF THE BOARD OF TRUSTEES
Community College of Philadelphia Wednesday,
May 15, 2024 – 9:00 A.M.

Present for the Business Affairs Committee: Mr. Michael Soileau, (co-presiding and via zoom), Ms. Mindy Posoff (co-presiding and via zoom), Mr. Jeremiah White (via zoom), Mr. Harold Epps (via zoom), Mr. Rob Dubow (via zoom), and Ms. Dominique Ward (via zoom)

Present for the Administration: Dr. Donald Generals, Dr. Shannon Rooney, Mr. Jacob Eapen, Ms. Jasmine Sessoms (via zoom), Dr. Mellissia Zanjani, Dr. Danielle Liautaud-Watkins, Ms. Carolyn Flynn, Esq., Dr. David Thomas (via zoom), Mr. Derrick Sawyer, Mr. Gim Lim, Mr. John Wiggins, Ms. Marsia Henley, Dr. Darren Lipscomb, Mr. Vijay Sonty, and Mr. Bill Bromley

Guests: Dr. Judith Gay, Vice President Emerita (via zoom), and Ms. Kate McGlinchey, City of Philadelphia (via zoom)

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

Mr. Soileau called the meeting to order at 9:05 A.M. Mr. Soileau highlighted the agenda items, and asked Mr. Eapen to proceed with item one.

AGENDA
BUSINESS AFFAIRS COMMITTEE
PUBLIC SESSION

(1) Network Assessment and Vulnerability Study (Information Item)

Discussion: Mr. Sonty stated that in January through February of this year we commissioned AccessIT Group to perform an audit of our network and investigate how the network is architected, how devices are connected, how the network is performing, and how safe the network is.

Mr. Sonty also stated that at the completion of the study, a detailed report was presented with details of the potential risks and liabilities discovered within our network (See attachment B). The technical assessment included findings, observations, and recommendations. The goal of this assessment was to provide clear, actionable data about the quality and success of CCP's current security measures. The report offers insights into the potential impact of security threats across the organization, giving the network security team the information needed to manage risks effectively.

The key steps include:

1. Developing a comprehensive asset map
2. Identifying security threats and vulnerabilities
3. Prioritizing risks according to severity

4. Developing security controls in response to risks
5. Documenting the results and creating a remediation plan

The Network Team has successfully mitigated all the critical, high, and medium findings presented in the study.

Mr. Sonty explained the several layers for minimizing security threats and the minimum-security standards of cyber liability.

(2) Construction for Winnet Project (Action Item)

Discussion: Mr. Eapen stated that the Winnet project includes the expansion, renovation and modernization of the existing 8,000 sq. ft. Student Services Space on the Winnet Building first floor to accommodate the needs of KEYS and One Stop programs. The old cafeteria will be designed to accommodate offices for diverse programs and student gatherings. The need met by this project is space for KEYS, Women's Center, Career Connections, MarcDavid LGBTQ, and the Office of Collegiate Recovery.

Mr. Eapen stated that the College issued RFP #10206 on April 6, 2024 via Penn Bid. The Prebid meeting was held April 12, 2024 and 5 bidders attended. The College received 8 responses. Below are the lowest responsible bidder fees by trade. See Attachment C.

- Torino Construction (General Construction) $1,602,660
- Royalty Construction (Fire Protection, HVAC, Plumbing, Electrical) $1,302,570

                        Grand Total: $2,905,230

Ms. Henley reported that Torino Construction is 50% female-owned and has six (6) employees, none of whom are minority. Royalty Construction is an MBE firm based out of Pennsauken, NJ and they are 100% minority owned.

In response to Mr. Epps' questions about the time for bidders to respond to the RFP and distribution, Ms. Henley stated that it was posted on PennBid on April 5, 2024 and the pre-bid was April 12, 2024. Bids were due on April 30, 2024. Mr. Epps commented that the bid response was wide but not deep in diversity of Philadelphia based companies and requested to resume DEI Committee meetings.

Mr. Dubow requested additional information about the split between RACP funding and the Capital Budget.

Recommendation: Staff request that the Business Affairs Committee recommend to the full Board to award Torino Construction (General Construction) in the amount of $1,602,660, and Royalty Construction (Fire Protection, HVAC, Plumbing, Electrical) in the amount of $1,302,570 for a total of $2,905,230. These funds will be paid from RACP funding and the Capital Budget.

Action: Mr. Dubow moved and Mr. White seconded the motion to enter into a contract with Torino Construction for $1,602,660 and Royalty Construction in the amount of

$1,302,570 for a grand total of $2,905,230. The funds from this contract will be from RACP and the Capital Budget. The motion passed unanimously.

(3)   Bonnell Skylights (Action Item)

Mr. Eapen stated that staff seeks approval for construction for replacement of the skylight system in Bonnell. The project includes the demolition and installation of a new skylight system over the lobby of Bonnell that connects to the Mint Building. The existing skylight is original to the building, showing signs of age and has reached its useful life. Mr. Soileau asked if it was just one skylight. Mr. Wiggins responded the skylight goes from 16th Street (Mint Building) to 17th Street (Bonnell Building).

The College issued RFP #10205 on May 7, 2024 via Penn Bid. The Pre-bid meeting was held March 28, 2024 and 6 bidders attended. The College received 2 responses. GMI Construction was the lowest bidder. See Attachment D.

Ms. Henley provided demographic information for GMI Construction, and stated that GMI Construction has a total of 25 employees of which 40% are underrepresented minorities.

Staff request that the Business Affairs Committee recommend to the full Board to award GMI Construction in the amount of $1,191,000 for General Construction. The Bonnell Skylight Project will be paid from RACP funding and the Capital Budget.

Action: Mr. White moved and Mr. Dubow seconded the motion that the Business Affairs Committee recommend to the Board of Trustees to award GMI Construction in the amount of $1,191,000 for the Bonnell Skylight project. The motion passed unanimously.

NOTE: Ms. Posoff joined the meeting after the action regarding the Bonnell skylights. Mr. Soileau left the meeting after this action, and Ms. Posoff resumed the meeting as Chair.

(4)   Grant Thornton (Action Item)

Mr. Eapen stated that in March 2024, Grant Thornton announced that they are partnering with New Mountain Capital, LLC, a New York based investment firm. Angelica Roiz, the partner for Grant Thornton, informed the College that there will be no changes in how they service the College.

New Mountain Capital will allow Grant Thornton to better position the firm to scale and make targeted investments in talent, technology, and infrastructure. The transaction is expected to close before June 30, 2024.

After the closing of the transaction between Grant Thornton and New Mountain Capital, there will be two separate firms. Grant Thornton Advisors LLC will provide business advisory and non-attest services. Grant Thornton LLP, which CCP contracts with, will continue to provide attest (audit) services except they will have a new investor partner, New Mountain Capital. CCP does not have a contract or arrangement with Grant Thornton Advisors for tax services.

The amendment of the term will allow assigning our tax services to their new affiliate, Grant

Thornton Advisors, LLC.

Mr. White asked what happens in 2025 regarding audit services. Mr. Eapen responded that the Audit Committee may recommend a one-year extension or request an RPF. Mr. White asked how many years has CCP been with Grant Thornton? Mr. Gim replied that Grant Thornton has been with CCP for 10 years. Mr. White asked if there will be a change in partners? Mr. Gim replied that Brian Page was the initial partner, and Ms. Angelica Rioz has succeeded Mr. Page.

Staff requests that the Business Affairs Committee recommend to the full Board to approve the Grant Thornton amendments.

Action: Mr. White moved and Mr. Dubow seconded the motion that the Business Affairs Committee recommend to the Board of Trustees to approve the Grant Thornton amendments. The motion passed unanimously.

NOTE: The Business Affairs Committee then briefly recessed the meeting for an Executive Session. The meeting resumed at 10:22am. The Executive Session was to discuss a legal settlement and labor negotiations matters.
Ms. Posoff then requested Ms. Flynn to present the next motions.

(5) Amend Agenda (Action Item)

Ms. Flynn requested that the Committee amends the agenda to include an action item related to a settlement payment to McGoldrick Electric, Inc.

Action: Ms. Ward moved and Ms. Posoff seconded the motion that the Business Affairs Committee amend the agenda as requested. The motion passed unanimously.

(6) McGoldrick Electric Settlement Payments (Action Item)

Staff requested that the Business Affairs Committee recommend to the for Board to approve the settlements payments of $204,840 for the CATC project and $202,944 for the Learning & Library Commons project to McGoldrick Electric, Inc.

Action: Ms. Ward moved and Ms. Posoff seconded the motion that the Business Affairs Committee recommend to the Board of Trustees to approve the settlements payments of $204,840 for the CATC project and $202,944 for the Learning & Library Commons project to McGoldrick Electric, Inc. The motion passed unanimously.

(7) Next Meeting – Combined Business Affairs and the Board of Trustees (Information Item)

The next combined meeting of the Business Affairs Committee and the Board of Trustees is scheduled for Monday, June 24, 2024 at 9:00 A.M.

Ms. Ward moved to adjourn the Business Affairs Committee meeting and Ms. Posoff seconded that motion. The motion passed unanimously.

JE/tn

c: Mr. Michael Soileau
         Dr. Donald Generals
         Mr. Gim Lim
         Ms. Marsia Henley
         Mr. Derrick Sawyer
         Mr. John Wiggins
         Ms. Carolyn Flynn, Esq.
         Dr. Judith Gay, Vice President Emerita

	ATTACHMENT A **FUNDING FOR ACTION ITEMS**		
	MEETING OF THE BUSINESS AFFAIRS COMMITTEE OF THE BOARD OF TRUSTEES		
	AGENDA: May 15, 2024		
Agenda No.	**Vendor/Consultant**	**Amount**	**Source**
2	Torino Construction	$1,602,659	Capital Budget & RACP
2	Royalty Construction	$ 1,302,570	Capital Budget & RACP
3	GMI Construction	$ 1,191,000	Capital Budget & RACP

ATTACHMENT B

Network Assessment and
Vulnerability Study

Network Vulnerability Technical Assessment

Findings and Remediation Report

COMMUNITY COLLEGE OF PHILADELPHIA

RISE FROM WITHIN

External Vulnerability & Penetration Test

Methodology

- Network mapping and reconnaissance

- Identification and validation of vulnerabilities

- Identification of vulnerabilities that could be used to obtain further access

Vulnerabilities by Severity

Urgent   Critical   High   Medium   Low   Informational

RISE FROM WITHIN
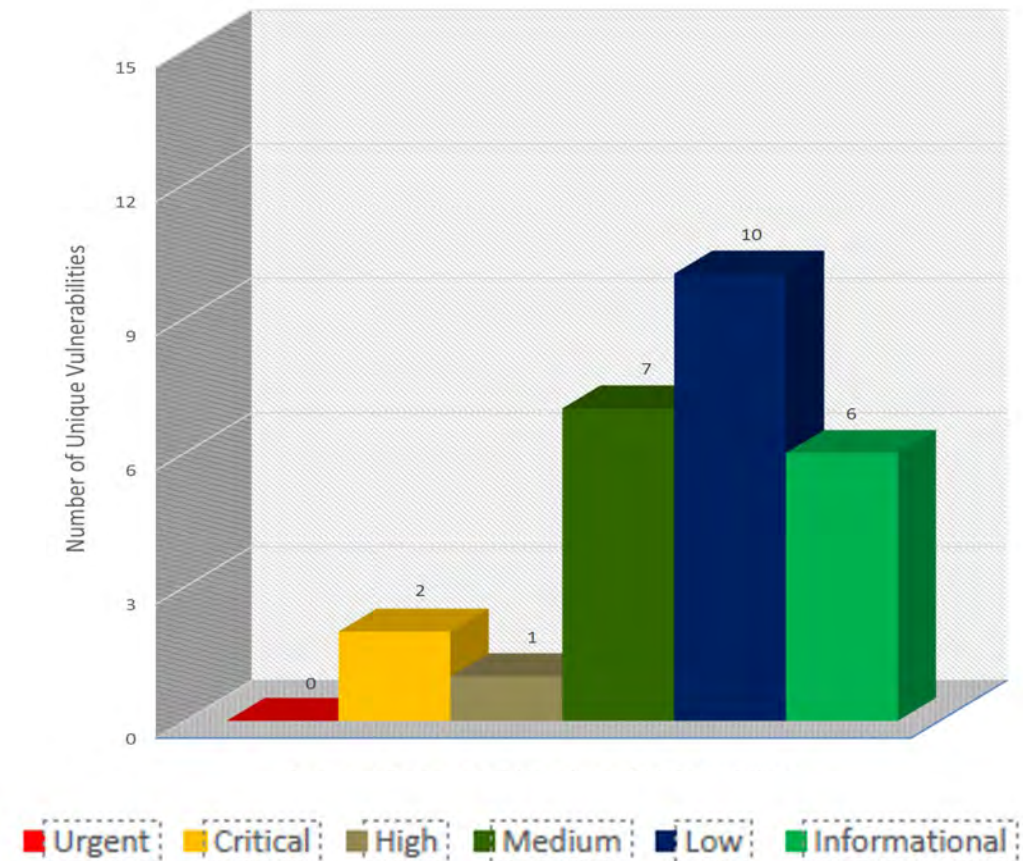
Security Threat Risk Factor Definitions

Urgent Risk – Level 5

Level 5 vulnerabilities provide remote intruders with remote root or remote administrator capabilities. With this level of vulnerability, intruders can compromise the entire host.

Critical Risk – Level 4

Level 4 vulnerabilities give intruders partial access to file-systems (for example, full read access without full write access). Vulnerabilities that expose highly sensitive information also qualify as level 4 vulnerabilities.

High Risk – Level 3

Level 3 vulnerabilities provide intruders with access to specific information stored on the host, including security settings. This level of vulnerability could result in potential misuse of the host by intruders.

Medium Risk- Level 2

Level 2 vulnerabilities expose some sensitive information from the host, such as precise versions of services. With this information, intruders could research potential attacks to try against a host.

Low Risk – Level 1

Level 1 vulnerabilities are those noted which alone have no immediate threat and need to be coupled with other higher severity issues to be part of an actual attack vector.

RISE FROM WITHIN

	Task Name	Status	Health	Start Date	End Date	Assigned To	Description/Remediation	% Complete
1	☐ AccessIT Vulnerability Assessment							
2	☐ Vulnerability Scan							
3	☐ CRITICAL findings/Items	Complete	🟢	01/04/24	01/15/24			100%
4	☐ Migrate Listserv Server O/S	Complete	🟢	01/04/24	01/15/24	Ferdinand Talabis	Obsolete Version of Microsoft Windows Server 2012	100%
5	Build new Windows 2022 server VM & Migrate softwre	Complete	🟢	01/04/24	01/15/24	Ferdinand Talabis	Windows2022 Server installed and Listserv software migrated over to new server and tested.	100%
6	☐ Alertus Application with Default Credentials	Complete	🟢	01/04/24	01/15/24	Ed Crosbee	The Alertus Console application is using the default credentials of admin/admin. This would allow anyone to log in to access the application/s and potentially take complete control.	100%
7	Change Default Credentials In Alertus Application	Complete	🟢	01/04/24	01/15/24	Ferdinand Talabis	Changed the default credentials in the Alertus application for the management console..	100%
8	Set Firewall rule blocking access to management port	Complete	🟢	01/04/24	01/15/24	Ed Crosbee	Created a firewall rule on the external firewalls blocking management port access to the Alertus management console.	100%
9	☐ HIGH findings/Items	Complete	🟢	01/04/24	01/15/24	Ed Crosbee		100%
10	☐ JAMF Server Vulnerabilities:	Complete	🟢	01/04/24	01/15/24	Ed Crosbee	Web server vulnerabilities in JAMF application used for managing Mac's.	100%
11	Browsable Web Directory	Complete	🟢	01/04/24	01/15/24	Ferdinand Talabis	Disabled Apache web services on the JAMF server and shutdown the firewall rule allowing server access. JAMF cloud is being used for Mac management now, so server services are obsolete.	100%
12	☐ Medium findings/Items	Complete	🟢	01/04/24				100%
13	☐ CRC Server Vulnerabilities:	Complete	🟢	03/20/24	04/07/24	Joe Polich	IIS web server vulnerabilities in the CRC application.	100%
14	Microsoft IIS ISAPI Services are Enabled	Complete	🟢	03/20/24	04/07/24	Joe Polich	Disabled all unused mappings in IIS. These include the extensions for IDA, IDC, IDQ, HTR, HTW, and PRINTER.	100%
15	ASP.NET Debug Enabled in IIS	Complete	🟢	03/20/24	04/07/24	Joe Polich	Disabled debug mode in IIS for CRC by setting the debug=false in the Web.config file for each application on the IIS server.	100%
16	ASP.NET Detailed Error Message Information Leak in IIS	Complete	🟢	03/20/24	04/07/24	Joe Polich	Disabled detailed ASP.NET error messages by modifying the servers Web.config file. Followed support article http://support.microsoft.com/kb/306355 for detailed instructions.	100%
17	TLS Server Supports TLS version 1.0 on CRC Server	Complete	🟢	03/20/24	04/19/24	Joe Polich	Disable insecure TLS/SSL protocol support in IIS. Configured the web server to require clients to use TLS version 1.2 using Authenticated Encryption with Associated Data (AEAD) capable ciphers. Added - Djdk.tls.client.protocols=TLSv1.2 to the Server Startup.	100%
18	Faculty Web Server - FTP Supports Clear Text Authentication	Complete	🟢	01/04/24	02/01/24	Ed Crosbee	This server is used by several faculty members for uploading syllabus and information for course work. No sensitive information is being transferred, so this is an acceptable risk.	100%
19	JAMF Server -Potential Apache HTTPD Multiple Vulnerabilities. CVE-2021-39275, CVE-2022-22720,CVE-2022-31813,CVE-2020-11984	Complete	🟢	01/04/24	03/19/24	Ferdinand Talabis	Disabled Apache services and shutdown firewall rule which allows remote management access to the server. server access. JAMF cloud is being used for Mac management now, so on-prem services could be disabled.	100%
20	Comcast Routing Switch Used For Internet Connectivity To FirstLight ISP - Unencrypted Telnet Server is enabled by default.	Complete	🟢	02/02/24	02/08/24	Ed Crosbee	Disabled telnet protocol for all VTY lines, and made SSH the default transport protocol for those lines. This is used for remote management access to the switch.	100%
21	Path Web Server - TLS Server Supports TLS version 1.0	Complete	🟢	02/26/24	02/26/24	Ed Crosbee	TLS is used for secure communication between end user devices/applications and web servers. Older versions of TLS (1.0 & 1.1) have vulnerabilities associated with their use and have been disabled on the server..	100%
22	Labstats Gateway Server - TLS Server Supports TLS version 1.0	Complete	🟢	02/26/24	02/26/24	Ed Crosbee	TLS is used for secure communication between end user devices/applications and web servers. Older versions of TLS (1.0 & 1.1) have vulnerabilities associated with their use and have been disabled on the server.	100%
23	RDP Server - TLS Server Supports TLS version 1.0	Complete	🟢	02/26/24	02/26/24	Ed Crosbee	TLS is used for secure communication between end user devices/applications and web servers. Older versions of TLS (1.0 & 1.1) have vulnerabilities associated with their use and have been disabled on the server.	100%
24	Moveitdmz Server - TLS Server Supports TLS version 1.0	Complete	🟢	02/26/24	02/26/24	Ed Crosbee	TLS is used for secure communication between end user devices/applications and web servers. Older versions of TLS (1.0 & 1.1) have vulnerabilities associated with their use and have been disabled on the server.	100%
25								

Notes & Supplemental Information

STOP

Over the next year there is a **69%** CHANCE you could be HACKED!

80% of all cyber crime attacks originate from Russia, China and North Korea

77% of small businesses **don't** regularly back up important data

75% of the health care industry has been infected with malware.*

73% of US citizens have fallen victim to some form of cyber crime

64% of companies have experienced web-based attacks

61% of malicious websites are genuine sites that have been compromised

Social Media Users

50% Haven't changed their password in the *last year*

20% Have *never* changed their password

GLOBALLY: COST PER PERSON 6 MONTHS*

$123 FIXING Malware ATTACKS

$441 LOST to Cyber CRIME

$271 PAYING RANSOMS to remove malware

Cyber Liability
Minimum Security Standards

Multi-factor authentication

MFA implemented for all remote access, and also for all access to privileged accounts, even on internal access.

Privileged Access Management (PAM)

A Privileged Access Management tool in place to manage privileged accounts, and Local Administrative rights granted only on a temporary basis.

Endpoint Detection & Response

EDR rolled out on all servers and endpoints capable of carrying an EDR agent.

Asset Management

Inventory of the environment using a tool for Asset Management.

Awareness & Phishing training

Awareness training provided to all employees, with phishing simulation campaigns for employees in exposed situations.

Segmentation

The environment should be segmented to prevent an attacker from being able to access the entire environment.

Backup procedures

Offline backups or alternative solutions that makes it impossible to delete existing backups.

Active monitoring

The environment must be monitored by a Security Operations Center (SOC), either internal or external, on a 24/7 basis.
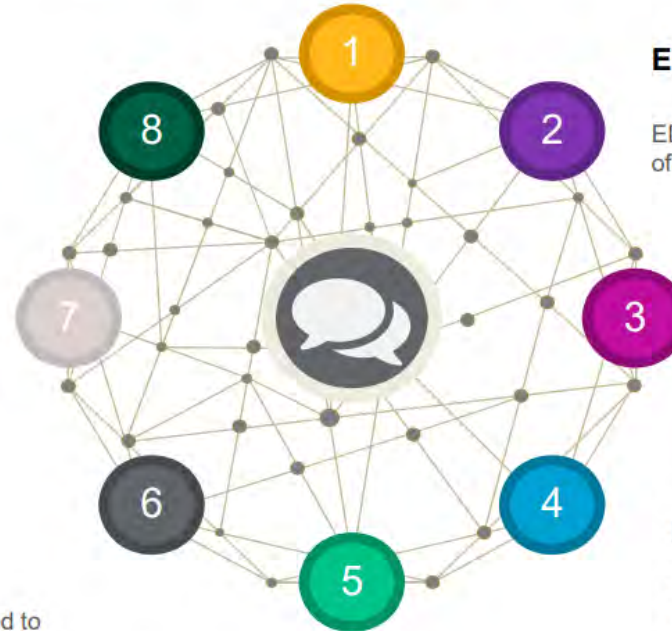
Cyber Liability
Minimum Security Standards

MULTIFACTOR AUTHENTICATION (MFA)

Insurers are looking for insureds to utilize MFA to secure:

- Email
- Remote Network Access
- Privileged User Accounts
- Virtual Desktop Instances (VDI)
- Cloud resources including Office365

REMOTE DESKTOP PROTOCOL

RDP is a dominant attack vector for ransomware. Recommendations to secure RDP include:

- VPN
- Encryption
- RDP Gateway
- Complex Passwords
- Multi-Factor Authentication
- Restrict access via a firewall
- Enable Restricted Admin Mode

ADDITIONAL SAFEGUARDS INCLUDE:

- Network Segmentation
- Domain Admin / Service Account management
- PAM (Privileged access management)
- Regular cybersecurity awareness & phishing training
- If using O365, Microsoft Defender for cloud-based protections
- Minimize the number of Local Administrator Accounts & ensure each is unique
- Patching cadence / policy
- End-point detection and response (EDR) practices
- SIEM – event monitoring and log management

BACK-UP POLICIES

Properly secured back-ups reduce the severity of Ransomware losses. Recommendations include:

- Encrypting backups
- Segregating backups; physically stored offsite and offline, immutability
- Regularly performing full and incremental backups of data
- Regular testing of backups for data integrity and restorability
- Annual testing of Business Continuity / Disaster Recovery / Incident Response Plans
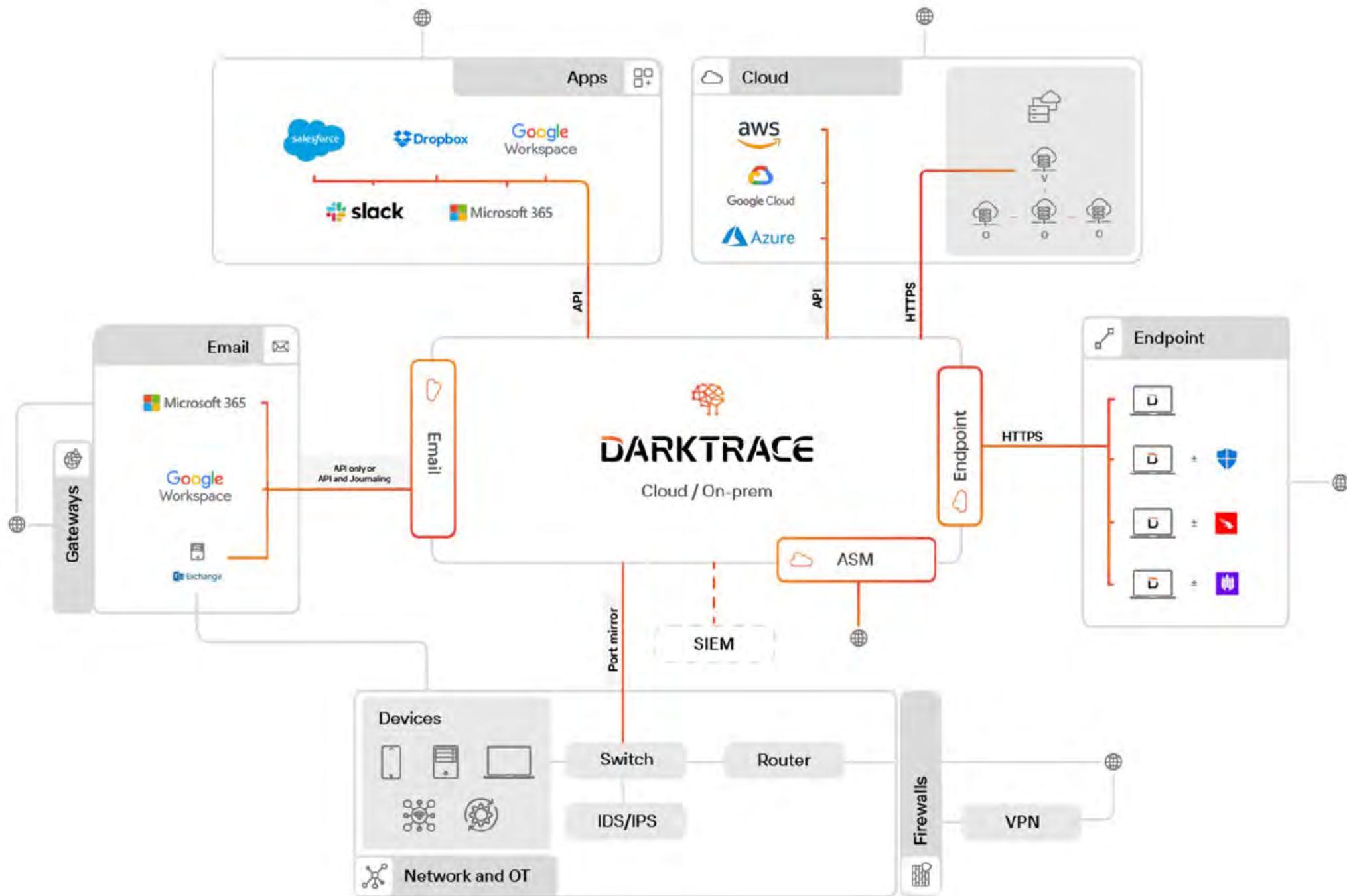
Cloud　　Apps　　Email　　Endpoint　　Network　　Zero Trust

Organizations now need to *continuously* and *consistently* validate/act on their Cyber Security Risks

Validate | Remediate | Repeat

ATTACHMENT C

Construction for Winnet Project Bids

Status	TORRADO	BEDWELL	EPGUIDI	JJB	HYDE	TORINO	ROYALTY	SMITH
	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost
General Construction								
Basket Total	$ 1,998,400.00	$ 2,342,479.00	$ 1,687,539.00	$ -	$ -	$ 1,602,659.00	$ -	$ 1,818,000.00
Fire Protection								
Basket Total	$ -	$ -	$ -	$ -	$ -	$ -	$ 78,625.00	$ -
Plumbing Construction								
Basket Total	$ -	$ -	$ -	$ 222,000.00	$ -	$ -	$ 174,001.00	$ -
HVAC Construction								
Basket Total	$ -	$ -	$ -	$ 396,000.00	$ -	$ -	$ 173,897.00	$ -
Electrical Construction								
Basket Total	$ -	$ -	$ -	$ -	$ 1,276,600.00	$ -	$ 876,047.00	$ -
Grand Total	$ 1,998,400.00	$ 2,342,479.00	$ 1,687,539.00	$ 618,000.00	$ 1,276,600.00	$ 1,602,659.00	$ 1,302,570.00	$ 1,818,000.00

ATTACHMENT D

Bonnell Skylights Bids

Status	Description	Unit of Measure	Quantity Required	GMI		Crystal Structures	
				Unit Price	Total Cost	Unit Price	Total Cost
Base Bid Pricing							
Success: All values provided	General Requirements (Other)	LS	1	$ 0.00	$ 0.00	$ -	$ -
Success: All values provided	Contractors Contingency	LS	1	$ 0.00	$ 0.00	$ -	$ -
Success: All values provided	Permits and Inspection Fees	LS	1	$ 0.00	$ 0.00	$ -	$ -
Success: All values provided	Insurance	LS	1	$ 23,820.00	$ 23,820.00	$ -	$ -
Success: All values provided	General Contractor's Fee (OH+P)	LS	1	$ 0.00	$ 0.00	$ -	$ -
Success: All values provided	Atrium Cleaning	LS	1	$ 10,000.00	$ 10,000.00	$ -	$ -
Success: All values provided	Selective Demolition	LS	1	$ 86,932.00	$ 86,932.00	$ -	$ -
Success: All values provided	Metals	LS	1	$ 15,000.00	$ 15,000.00	$ -	$ -
Success: All values provided	Wood and Plastics	LS	1	$ 0.00	$ 0.00	$ -	$ -
Success: All values provided	Thermal and Moisture Protection	LS	1	$ 12,200.00	$ 12,200.00	$ -	$ -
Success: All values provided	Metal Framed Skylights	LS	1	$ 1,043,048.00	$ 1,043,048.00	$ 258,900.00	$ 258,900.00
Success: All values provided	Glazing	LS	1	$ 0.00	$ 0.00	$ -	$ -
Basket Total					**$ 1,191,000.00**		$ 258,900.00
Grand Total					**$ 1,191,000.00**		$ 258,900.00
						*Crystal Structures did not submit the required documentation or give	

Community College of Philadelphia
Workforce Subcommittee Meeting

May 22, 2024 (3:00-4:00pm)
Room C3-5 (Hybrid)
Minutes

Present: Ms. Sheila Ireland, Presiding: Dr. Donald Generals, Dr. Alycia Marshall, Dr. Vance Gray, Ms. Stephanie Austin-Johnson, Mr. Pat Clancy, Mr. Jacob Eapen, Mr. Harold Epps, Dr. Judith Gay, Ms. Kris Henk, Dr. Danielle Liautaud-Watkins, Dr. Darren Lipscomb, Ms. Theresa Neal, Ms. Mindy Posoff, Dr. Linda Powell, Mr. Derrick Sawyer, Ms. Jasmine Sessoms, Dr. April Voltz, Ms. Ayanna Washington, Dr. Mellissia Zanjani

Opening Remarks:

Chair Sheila Ireland called the meeting to order and asked for approval of the minutes from the previous Workforce Subcommittee meeting on February 21, 2024. The Minutes were approved.

CATC Comprehensive Review of Enrollment & Revenue (Years 1-5)

Ms. Ayanna Washington led, presentation of the CATC Comprehensive Review, supported by Mr. Derrick Sawyer, and Dr. Vance Gray (included in the packet). The presentation included:

1. Highlights from CATC - two years
2. Enrollment Outcomes for both Credit and Credit Free
3. Recruitment Outreach Efforts
4. CATC Revenue and Projections
5. Proposed Opportunity for Growth

Ms. Ayanna Washington began speaking of the Transportation Technology Program for the 22-23 fiscal year. We had 66 unduplicated students enrolled in our programs at CATC. We had 104 for our 23-24 fiscal year and unduplicated students enrolled totaling 131.

Chair Ireland asked for confirmation that we had 131 students that took at least one class. Mr. Harold Epps asked the question, "What is the CATC capacity for student enrollments?" Ms. Ayanna Washington explained via the presentation being displayed which showed the capacity for the day, week and full capacity if we want to run a program. Overall, our highest capacity days are Mondays and Tuesdays (see attached presentation chart).

Chair Ireland asked "If Mondays and Tuesdays are our highest days, why was Friday showing we were at 90%?" Ms. Ayanna Washington explained that in 22-23 it was 90% because at that time we only had use of a few rooms. Chair Ireland also asked "What are the maximum number of seats available at the CATC?" Ms. Ayanna Washington stated it was upwards of 600 seats depending on the class. Schedulable classrooms could include:

1. General classes
2. Automotive classes
3. Workforce Development classes

Chair Ireland, as well as Mr. Harold Epps and Ms. Mindy Posoff wanted to know what the utilization rate for CATC is in order to calculate the return on investment for CATC.

Ms. Ayanna Washington stated that there were 619 student enrollments for FY2023 and 721 enrollments for FY2024. The presentation charted the enrollments by Program. Ms. Washington stated that continued partnership between Enrollment Management, Academic and Student Success, herself and Instructor David Poe (Advanced Manufacturing) for example; who is well connected with the Navy Pipeline, may increase enrollments in the welding program.

Chair Ireland stated looking at the numbers, capacity is running somewhere between 60-64% two years in. Electro-Mechanical is running around 34% capacity. Where are business decisions being made?

Dr. Generals spoke to the return on investments, reference, stating that our business model, for the Community College, specifically for CATC rolls out over 5 years. The environment that we are in; trying to enroll learners, incumbent workers, corporate industries, and others to get into these heavy manufacturing programs (in-demand programs/occupations), our ability to growing enrollment significantly is going to take time.

Mr. Pat Clancy asked if there was a completion column? Ayanna Washington indicated that there was a slide to address the question coming up in the presentation shortly.

Chair Ireland asked about the plans for the Computer Support Specialist. Dr. Vance Gray responded saying that he plans to continue to run that program, but to do it in a different outreach and recruitment effort. We have had one successful cohort which is ending in June. This class had 7 students and was bumped up to 14. This program was added to Philadelphia Works ITA.

Dr. Dave Thomas stated that we have several programs that are operating out of CATC that are grant funded programs. Those grants cover the cost of operations. Chair Ireland redirected the discussion to the point that was at hand, and indicated that our conversation was about return on investment and the college's assertion that the low enrollment numbers in "school to work programs" and other areas were spurious, with a singular focus on the costs of the program being covered.

Dr. Vance Gray stated that we saw an increase between 2023 and 2024. There was a 16.4% increase in the number of seats that were occupied. We also went from 619 to 721 seats/enrollments.

Dr. Generals stated that we are working with Industry Partners primarily at the Navy Yard and companies connected to the Navy Yard with regard to Advanced Manufacturing, to working to drive the population into these programs.

Advanced Manufacturing encompasses:
1. Welding
2. CNC
3. Electrical Mechanics

Mr. Harold Epps asked if we have Corporate Partners in this area. Dr. Gray responded saying we are currently working with Rhodes Ind., Philadelphia Shipyard, Holtec, and other manufacturing partners who are connected to the Navy Talent Pipeline efforts, including BlueForge. We will be receiving $2.6 million from the Navy over the next 18 months.

Mr. Derrick Sawyer spoke about Revenue & Expense at CATC via a Power Point presentation (included in the packet).

Chair Ireland asked if there was a way to align expenses and revenue reporting. Mr. Derrick Sawyer stated that there is a way to align, but we would have to internally realign the way that we use internal processes.

Mr. Harold Epps asked why is there such a dramatic increase in the salary and wages line from the original assumption. Mr. Derrick Sawyer stated that the original assumption had just the bare minimum staff. When CATC opened they realized what staff were actually needed; as well as the salary increases.

Dr. Vance Gray spoke about workforce assumptions and 3-year Projections via the PowerPoint presentation (included in the packet). Dr. Gray stated that we may not see CATC at a breakeven point for as many as seven years beyond the 5-year current projection. Dr. Gray reiterated Dr. General's point that CATC is two years into its current plan, and that it will take time to grow the student base at the new center.

Meeting adjourned 4:01pm

Next meeting is scheduled for August 21, 2024, 3:00pm – 4:00pm, CBI C2-5.

CATC Updates

Presenters:
Dr. Vance Gray
Derrick Sawyer
Ayanna Washington

COMMUNITY
COLLEGE OF
PHILADELPHIA

RISE FROM WITHIN   1

Today's Presentation

- Highlights of CATC's first 2-Years
  - Enrollment Outcomes (Credit and Credit-Free)
  - Recruitment Outreach Efforts
- CATC Revenue and Expenses Including 3-Year Projections and Assumptions
- Student Employment Highlights
- Proposed opportunities for growth at CATC

RISE FROM WITHIN 2

Transportation Technology Programs
Enrollment Outcomes FY 22-23 and FY23-24

Unduplicated Enrollment Totals of Transportation Technology Students at CATC
FY 2023 and FY 2024

Unduplicated - 2022-2023: 66
Unduplicated -2023-2024: 104
Unduplicated Grand Total: 131
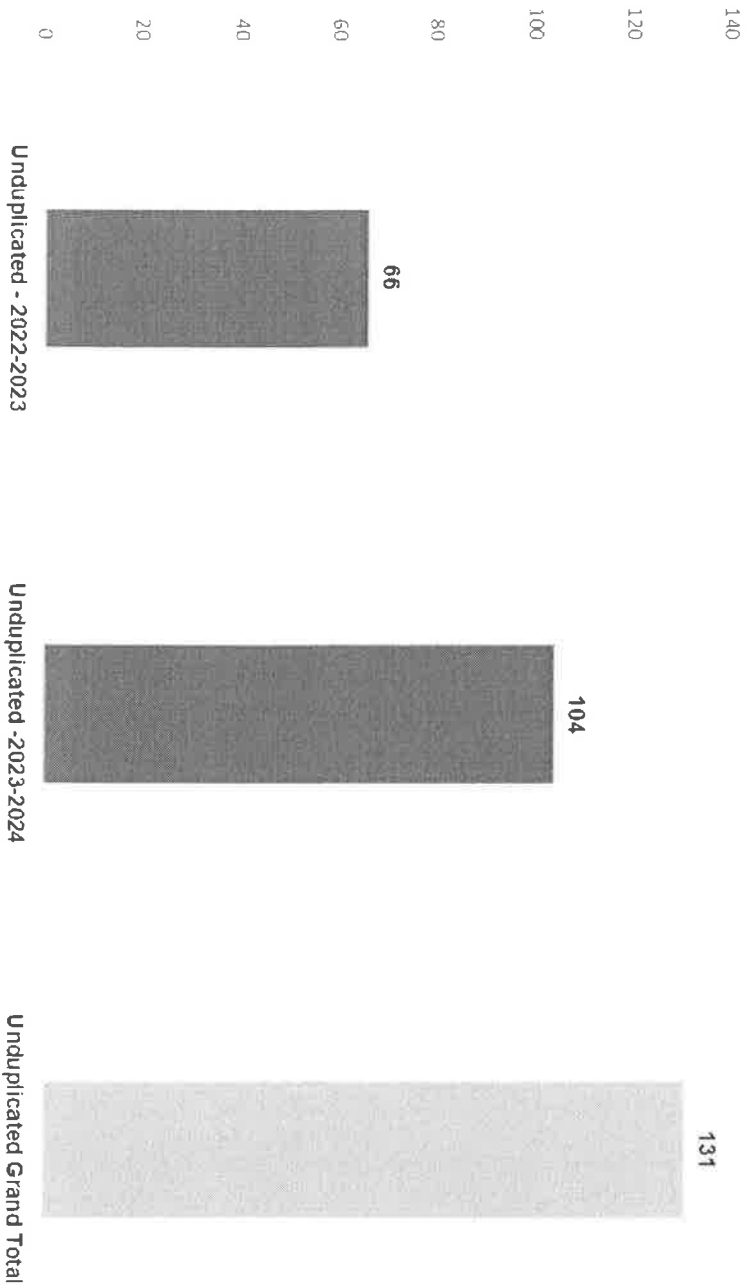
Note: Counts within a column are unduplicated but may be duplicated across columns. For example, a student may have been enrolled at CATC in Fiscal Year 2022-2023 as well as 2023-2024 but they would only be counted once in the "unduplicated grand total" column. Majors included were provided by the Executive Director of CATC via email on 5/14.

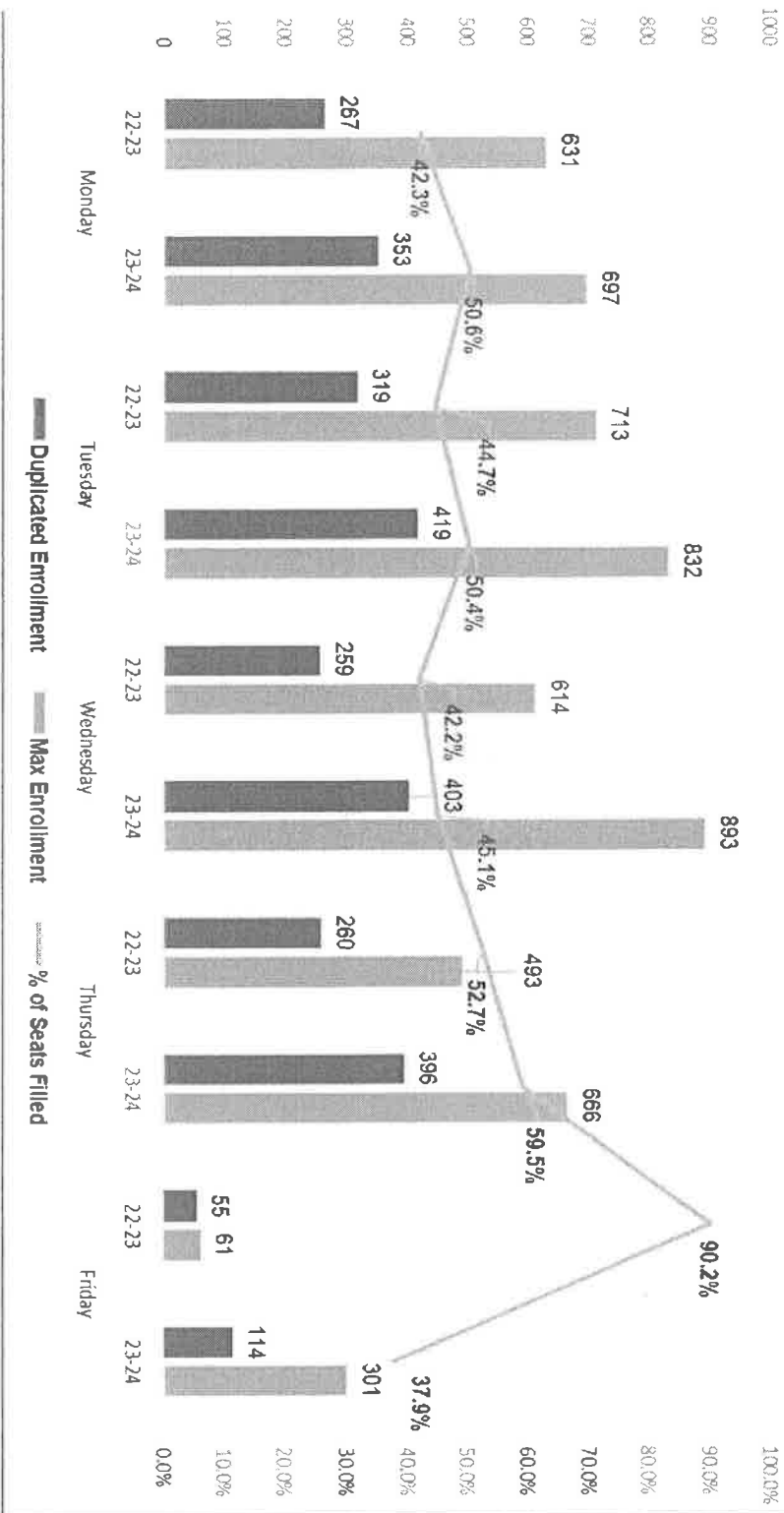*Prepared by Institutional Research on 5/14/2024.*

RISE FROM WITHIN 3

Comparison of FY 23 and FY24
Credit Classes by Day % of Seats Filled

Credit Courses Duplicated Enrollment and % of Seats Filled
FY 23 and FY 24

Monday
- 22-23: Duplicated Enrollment 267, Max Enrollment 631, 42.3%
- 23-24: Duplicated Enrollment 353, Max Enrollment 697, 50.6%

Tuesday
- 22-23: Duplicated Enrollment 319, Max Enrollment 713, 44.7%
- 23-24: Duplicated Enrollment 419, Max Enrollment 832, 50.4%

Wednesday
- 22-23: Duplicated Enrollment 259, Max Enrollment 614, 42.2%
- 23-24: Duplicated Enrollment 403, Max Enrollment 893, 45.1%

Thursday
- 22-23: Duplicated Enrollment 260, Max Enrollment 493, 52.7%
- 23-24: Duplicated Enrollment 396, Max Enrollment 666, 59.5%

Friday
- 22-23: Duplicated Enrollment 55, Max Enrollment 61, 90.2%
- 23-24: Duplicated Enrollment 114, Max Enrollment 301, 37.9%

Legend:
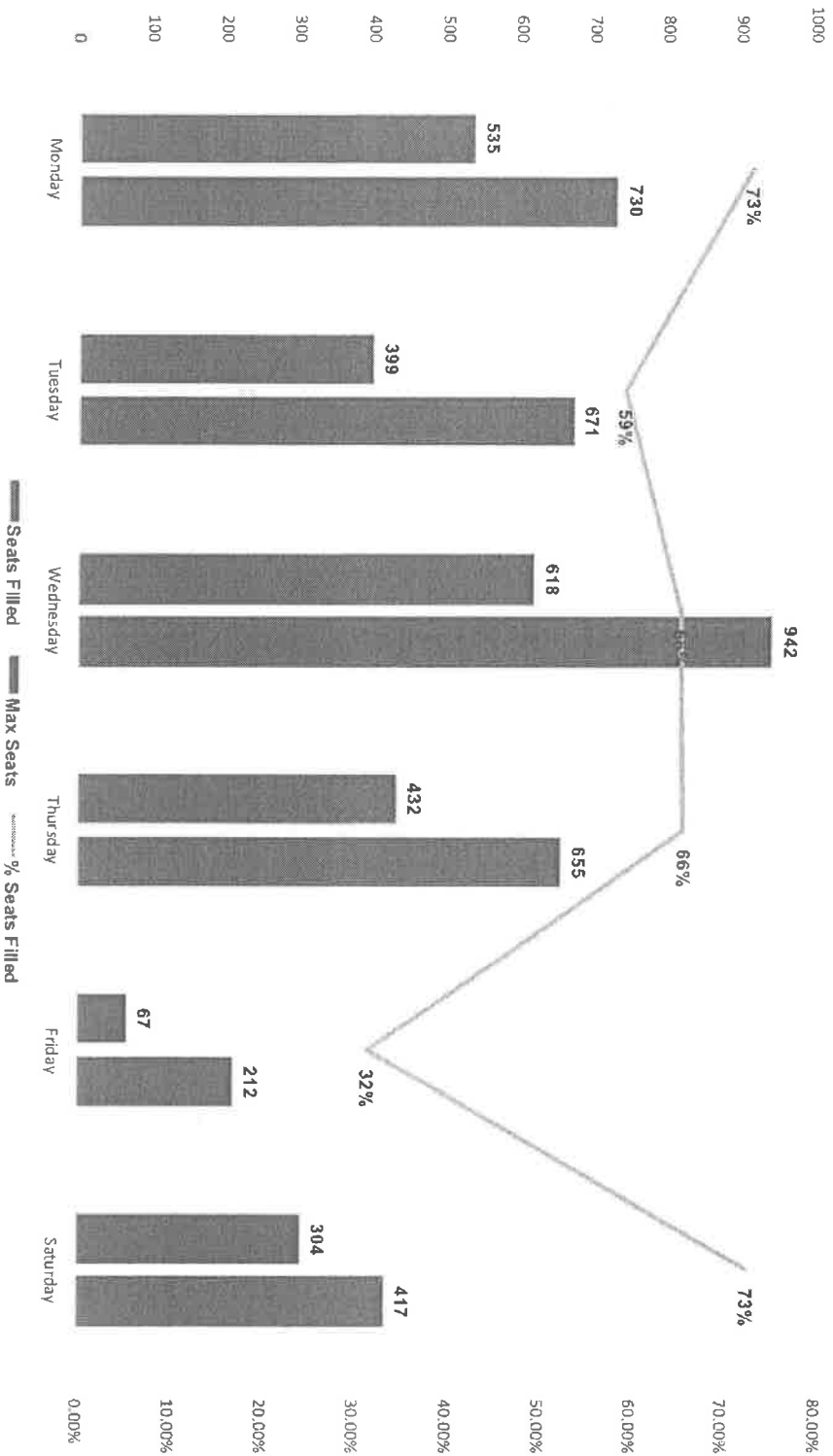- Duplicated Enrollment
- Max Enrollment
- % of Seats Filled

Note: Data includes all courses that are housed in the Banner system and held at CATC during the denoted fiscal years. The totals reflected are duplicated headcount and reflect the sum of all enrollments for courses meeting on a specific day. % of Seats Filled is the duplicated enrollment divided by the max enrollment.

Provided by Institutional Research on 5/20/2024.

RISE FROM WITHIN 4

FY 23 - Credit Free Enrollment Outcomes by % of Seats Filled and Day of the Week

FY 23 Credit Free Enrollment Outcomes by Seat and Day of the Week

Legend:
- Seats Filled
- Max Seats
- % Seats Filled

Day	Seats Filled	Max Seats	% Seats Filled
Monday	535	730	73%
Tuesday	399	671	59%
Wednesday	618	942	66%
Thursday	432	655	66%
Friday	67	212	32%
Saturday	304	417	73%

Note: Data includes all courses that are house in the DestinyOne system and held at CATC during 2022-2023 Fiscal Year. Seats Filled and Max Seats are the sum of all enrollments for courses meeting on a specific day. % of Seats Filled is the census enrollment divided by the max enrollment.

Provided by Institutional Research on 5/20/2024.

5

Credit Free Program Enrollment at CATC – FY 23
by Course, Classroom, Enrollment and Total % of Seats Filled

Course Title	Classroom	Total Seats	Total Enrollment	Fill %
American Heart Association BLS CPR Certification	357	32	17	53.1%
American Red Cross BLS CPR Certification	357	20	15	75.0%
CNC Precision Machining	145	20	5	25.0%
Computer Support Specialist Technician	349	15	9	60.0%
Critical Thinking Skills (Grants)	245	25	2	8.0%
Electro-Mechanical Technology Micropathway Part 1	351	15	12	80.0%
Electro-Mechanical: Applied Hydraulics, Pneumatics, and Hydrostatics (Grants)	351	10	4	40.0%
Electro-Mechanical: Electricity 1 (Grants)	351	20	4	20.0%
Electro-Mechanical: Foundations of Industry 4.0 (Grants)	351	15	3	20.0%
Electro-Mechanical: Intro To Mechatronics (Grants)	351	20	4	20.0%
Electro-Mechanical: Mechanisms 1 (Grants)	351	10	4	40.0%
Emissions Inspector Certification (EIC)	351	138	130	94.2%
Emissions Inspector Re-Test	141	68	20	29.4%
Gas Metal Arc Welding (MIG)	249	10	6	60.0%
Intro to Welding (Grants)	249	16	7	43.8%
National Entry-Level Dental Assistant Program with Externship	353	24	21	87.5%
Nurse Aide Training Program	363	30	22	73.3%
Nurse Aide Training Program (CT)	363	10	10	100.0%
Occupational Safety/Health Adm (Grants)	245	20	17	85.0%
Pharmacy Technician Training with Externship	355	32	22	68.8%
Safety Inspection Mech Test	141	127	47	37.0%
Safety Inspection Mechanic Training Certification	141	161	141	87.6%
Special Topics in Welding (CT)	249	10	5	50.0%
Sterile Processing Technician	355	80	76	95.0%
Welding	249	8	6	75.0%
Welding (CT)	249	8	8	100.0%
Working in Teams (Grants)	249	25	2	8.0%
Total		969	501	51.7%

6

FY 23 and FY 24 Comparison of Credit-Free Programs
Count of Course Sections, Enrollment & Total Seats by Classroom

FY 23

Course/Program	Bldg. & Room	Count of Course Section Titles by Classroom for FY 23	Total Seats	Total Enrollment
CNC Precision Machining	CATC 145	1	20	5
Working in Teams/Critical Thinking (grant)	CATC 243	2	35	9
Safety (47)/Emissions (68) Testing	CATC 245	4	195	67
Welding	CATC 251	4	42	27
Safety (141) & Emissions (130) Certification	CATC 261	12	299	271
OSHA	CATC 341B	1	30	17
Comp Support Technician	CATC 345	1	15	9
Electro-Mechanical/IMM	CATC 351	6	90	31
Dental Assistant	CATC 353	1	24	21
Sterile Processing (80), Pharm Tech (32), CPR (20)	CATC 355	3	147	113
Nurse Aide Training (32) /CPR (17)	CATC 361	3	72	49
Total	13 Classrooms	47	969	619

FY 24

Course/Program	Bldg. & Room	Count of Course Section Titles by Classroom for FY 24	Total Seats	Total Enrollment
Safety Inspect & Emissions Cert.	CATC 141	10	410	336
CNC Precision Machining (includes contracted class)	CATC 145	2	40	12
Contract Training / Grant	CATC 243	3	150	62
Safety/Emissions Testing	CATC 245	5	80	68
Welding	CATC 249	6	48	25
Welding Lab	CATC 251	6	48	18
Comp Support Technician	CATC 349	2	30	13
Electro-Mechanical/IMM	CATC 351	1	120	34
Dental Assistant	CATC 353	2	49	35
Sterile Processing (32), Pharm Tech (23), Clinical Medical Assistant (8)	CATC 355	4	81	63
Sterile Processing Refresher (7) /CPR (21)	CATC 357	2	50	28
Nurse Aide Training	CATC 361	4	48	27
Total	13 Classrooms	47	1194	721

7

FY 23 Credit-Free Classes Fill Rate%, Enrollment and Max Enrollment Opportunities

FY 23 Credit-Free Classes - Fill Rate% Enrollment and Max Enrollment Outcomes
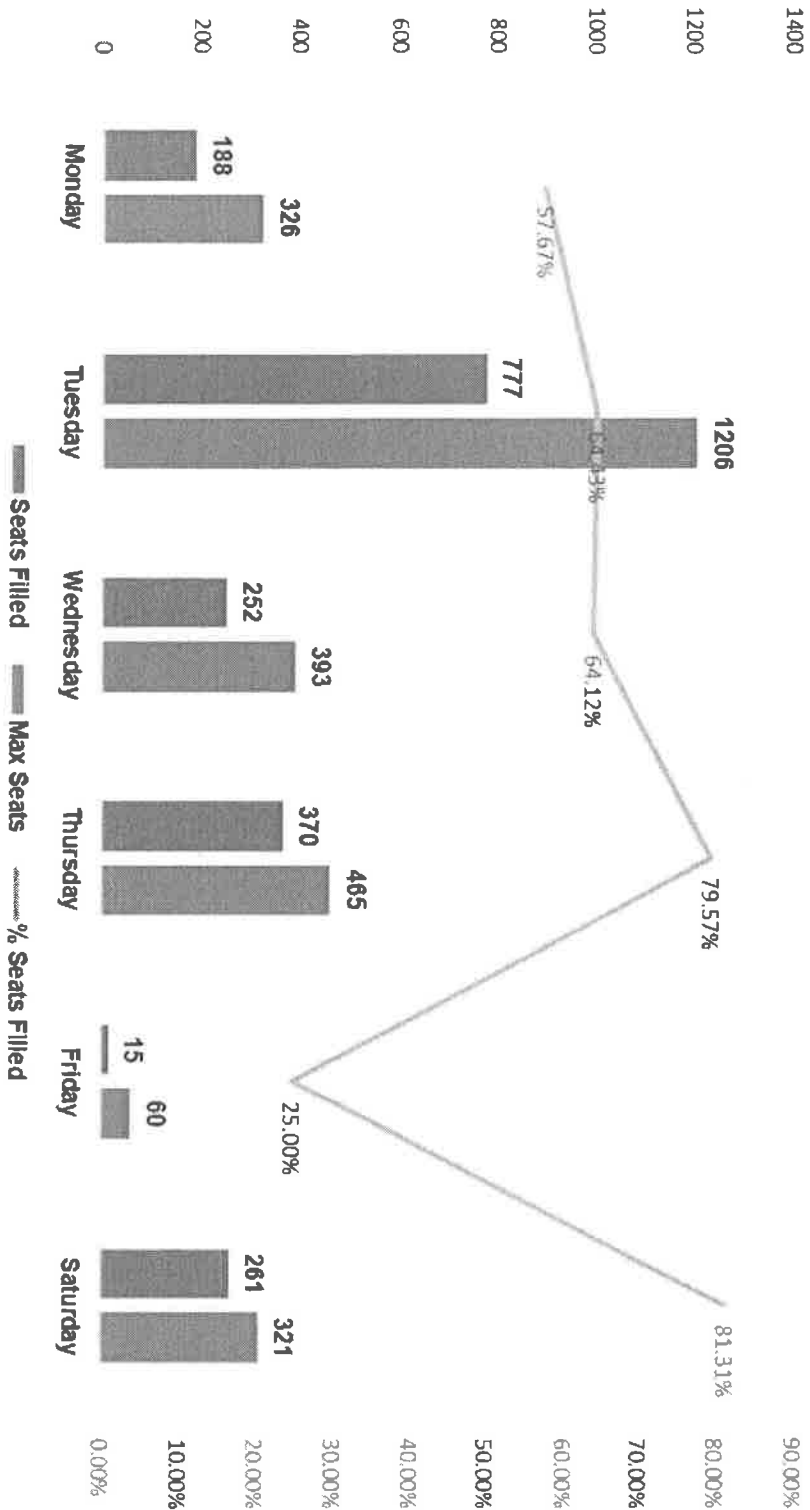

Legend: Total Seats — Total Enrollment — Fill %

Chart data:

Category	Total Seats	Total Enrollment	Fill %
ADVM	162	48	29.6%
COMP	15	9	60.0%
HEAL	196	157	80.1%
MANG	50	2	4.0%
OSHA	20	17	85.0%
PHAR	32	22	68.8%
TRAN	494	246	49.8%
Total	969	501	51.7%
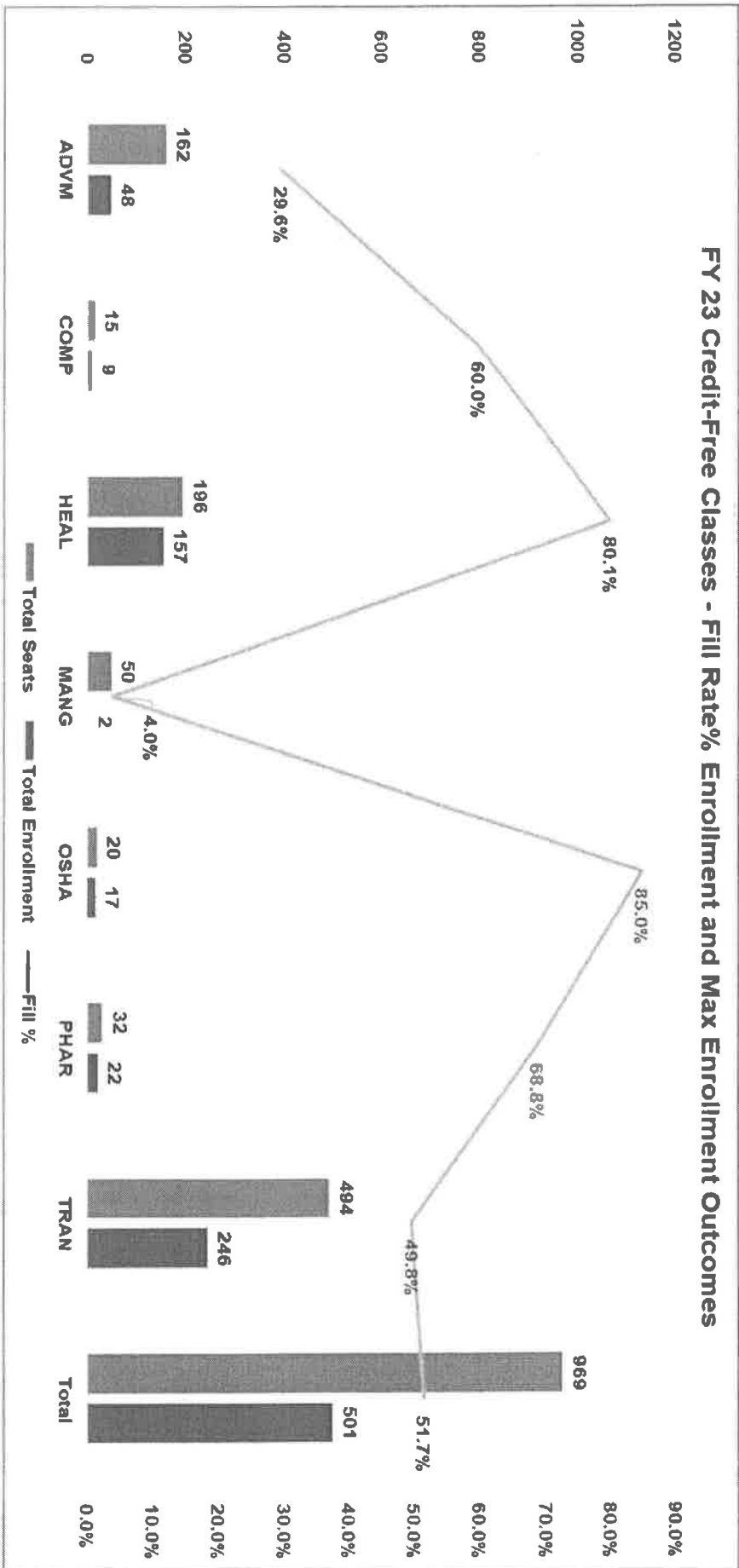
FY 24 - Credit Free Enrollment Outcomes by % of Seats Filled and Day of the Week

Credit Free Enrollment Outcomes by Seat and Day of the Week

Day	Seats Filled	Max Seats	% Seats Filled
Monday	188	326	57.67%
Tuesday	777	1206	64.43%
Wednesday	252	393	64.12%
Thursday	370	465	79.57%
Friday	15	60	25.00%
Saturday	261	321	81.31%

Legend: Seats Filled · Max Seats · % Seats Filled

Note: Data includes all courses that are housed in the DestinyOne system and held at CATC during 2023-2024. Seats Filled and Max Seats are the sum of all enrollments for courses meeting on a specific day. % of Seats Filled is the census enrollment divided by the max enrollment.

Provided by Institutional Research on 5/20/2024.

RISE FROM WITHIN 9

Credit Free Program Enrollment at CATC – FY 24
by Course, Classroom, Enrollment and Total % of Seats Filled

Course Title	Classroom	Total Seats	Total Enrollment	Fill %
Advanced Manufacturing Core Math Skills: Geometry and Algebra (CT)	249	15	5	33.3%
Advanced Manufacturing: CNC Precision Machining Part 1 (CT)	145	10	5	50.0%
Critical Thinking (CT)	245	15	5	33.3%
Electro-Mechanical Technology Technician Program: Tech Skills Part 1 (CT)	351	20	6	30.0%
Interpersonal Communication (Grants)	249	10	6	60.0%
CNC Precision Machining	145	12	7	58.3%
Problem Solving (Grants)	249	20	7	35.0%
Resume Development & Interview Preparation (Grants)	249	20	7	35.0%
Sterile Processing Technician Refresher	355	20	7	35.0%
Welding for Pre-Apprentices (Grants)	249	30	7	23.3%
Clinical Medical Assisting	355	16	8	50.0%
Working in Teams (Grants)	253	10	8	80.0%
Critical Thinking Skills (Grants)	253	50	9	18.0%
Shop Math - Occupational Tech (Grants)	249	20	9	45.0%
Computer Support Specialist Technician	349	15	13	86.7%
Emissions Inspector Re-Test	141	90	18	20.0%
The Professional Supervisor (CT)	253	25	18	72.0%
Customer Service Skills (CT)	253	25	20	80.0%
Problem Solving (CT)	253	25	20	80.0%
Pharmacy Technician Training with Externship	355	32	23	71.9%
American Red Cross BLS CPR Certification	357	30	25	83.3%
Welding	249	32	26	81.3%
Nurse Aide Training Program	363	47	27	57.4%
Sterile Processing Technician	355	33	32	97.0%
National Entry-Level Dental Assistant Program with Externship	353	49	35	71.4%
Safety Inspection Mech Test	141	113	41	36.3%
Safety Inspection Mechanic Training Certification	141	190	163	85.8%
Emissions Inspector Certification (EIC)	141	220	164	74.5%
Total		1,194	532	44.6%

FY 24 Credit-Free Classes - Fill Rate%, Enrollment and Max Enrollment Opportunities

FY 24 - Credit-Free Fill Rate %, Enrollment and Max Seat Opportunities

Legend:
- Total Seats
- Total Enrollment
- Fill %

Category	Total Seats	Total Enrollment	Fill %
ADVM	104	51	49.0%
COMP	15	13	86.7%
HEAL	195	129	66.2%
MANG	200	35	17.5%
PHAR	32	23	71.9%
TECN	35	14	40.0%
TRAN	613	267	43.6%
Total	1,194	532	44.6%

Seat axis: 0, 200, 400, 600, 800, 1000, 1200, 1400

Fill % axis: 0.0%, 10.0%, 20.0%, 30.0%, 40.0%, 50.0%, 60.0%, 70.0%, 80.0%, 90.0%, 100.0%
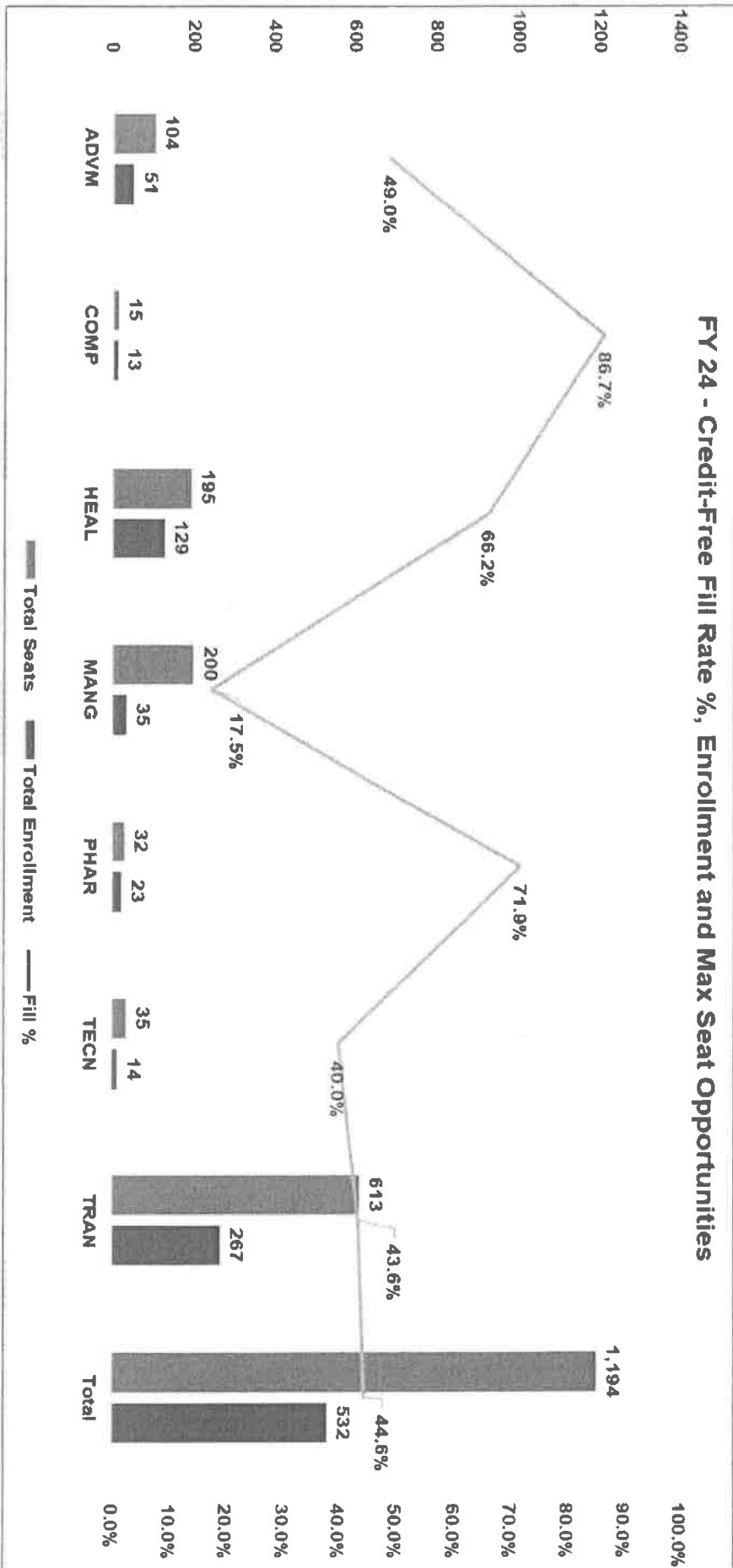
COMMUNITY COLLEGE OF PHILADELPHIA

CATC Revenue and Expenses Summary
Including 3-Year Projections

	ORIG Plan Start Year	FY22-23 FINAL	FY23-24 ACTUAL/EST	FY24-25 EST PROPOSED	FY 25-26 PROJECTION	FY 26-27 PROJECTION	ORIG Plan 5th Year
REVENUES							
redit Programs	$ 288,700	$ 450,531	$ 599,175	$ 617,150	$ 638,751	$ 664,301	$ 523,400
on-Credit Programs	$ 890,200	$ 470,047	$ 536,350	$ 832,148	$ 873,755	$ 917,443	$ 1,322,000
ontract Training	$ -	$ 85,314	$ 91,057	$ 375,163	$ 431,437	$ 496,153	$ -
ommunity Education Programs	$ -	$ 15,411	$ 68,006	$ 69,026	$ 70,061	$ 71,112	$ -
OTAL REVENUE	$ 1,178,900	$ 1,021,303	$ 1,294,588	$ 1,893,487	$ 2,014,004	$ 2,149,008	$ 1,845,400
xpenses (Fund 100290 - Workforce)		$ 383,834	483,729	532,102	558,707	569,881	
xpenses (Grants)		$ 15,411	68,006	69,026	70,061	71,112	
XPENSES (Fund 100001 - perating)							
Salaries & Wages	$ 604,000	$ 645,014	$ 896,240	$ 1,018,812	$ 1,069,752	$ 1,123,240	$ 933,400
Benefits	$ 241,600	$ 258,006	$ 358,496	$ 407,525	$ 427,901	$ 449,296	
All Other Expenses	$ 763,700	$ 469,692	$ 560,782	$ 571,355	$ 588,495	$ 647,345	$ 842,000
OTAL EXPENSES*	$ 1,609,300	$ 1,771,957	$ 2,367,253	$ 2,598,819	$ 2,714,917	$ 2,860,874	$ 1,775,400
ET	$ (430,400)	$ (750,654)	$ (1,072,665)	$ (705,332)	$ (700,913)	$ (711,866)	$ 70,000

Workforce Development Assumptions
Three-Year Projections

Credit Classes:
Improve Revenues by 3%, .3.5% and 4% over the
3 years by adding GEN EDs and Improving Open
Enrollment Offerings for Evening/Weekend
programming. It also assumes 35, 41, and 46
additional credit students taking 1 course each
year at the CATC.

Non-Credit:
We added Aseptic Training each year at $43,980
in years 3-5. As well as increased welding
$225,000 each year from the Navy expansion.
Overall, a 5% increase in revenue for non-credit
for expanded opportunities each year.

Corporate College/Contract Training:
The assumption here is that we will grow
contract training efforts at the CATC by 10%,
and then 15% in years 4-5.

Costs:
Salaries & Wages - Increases in Year 4 to 5%
Benefits - increase of 7% then 6%
Other Costs - 9% then 10% years 4-5

Welding and CNC Machining
PA Talent Pipeline and Ready-to-Weld Hiring Outcomes

Welding Student Hires

Rhoads Industries:

1. Nyderah Sasportas (Ready to Weld)

Holtec International:

1. Camyra Sawyer
2. Richard Tlatelpa
3. Jadein Melendez (Ready to Weld)

Philly Shipyard:

1. Maryn Cahalan
2. Keely Hooper
3. Robert Reisdorfer
4. Kenz Pereira

CNC Program Hires — *(Spring Cohort completion date is 6/18/2024)*

American Wire Works

1. Joshua Carter

Shoemaker Company

1. Javier Flores

Note: Hiring outcomes reflect students enrolled from FY 23 and FY 24 in our Advanced Manufacturing Program

40 students completed our Welding Program during **FY 23 (14) and FY 24 (26)**

12 Students completed our CNC Program during **FY 23 (5) and FY 24 (7)**

All employers are part of the PA Talent Pipeline Initiative

14

Questions
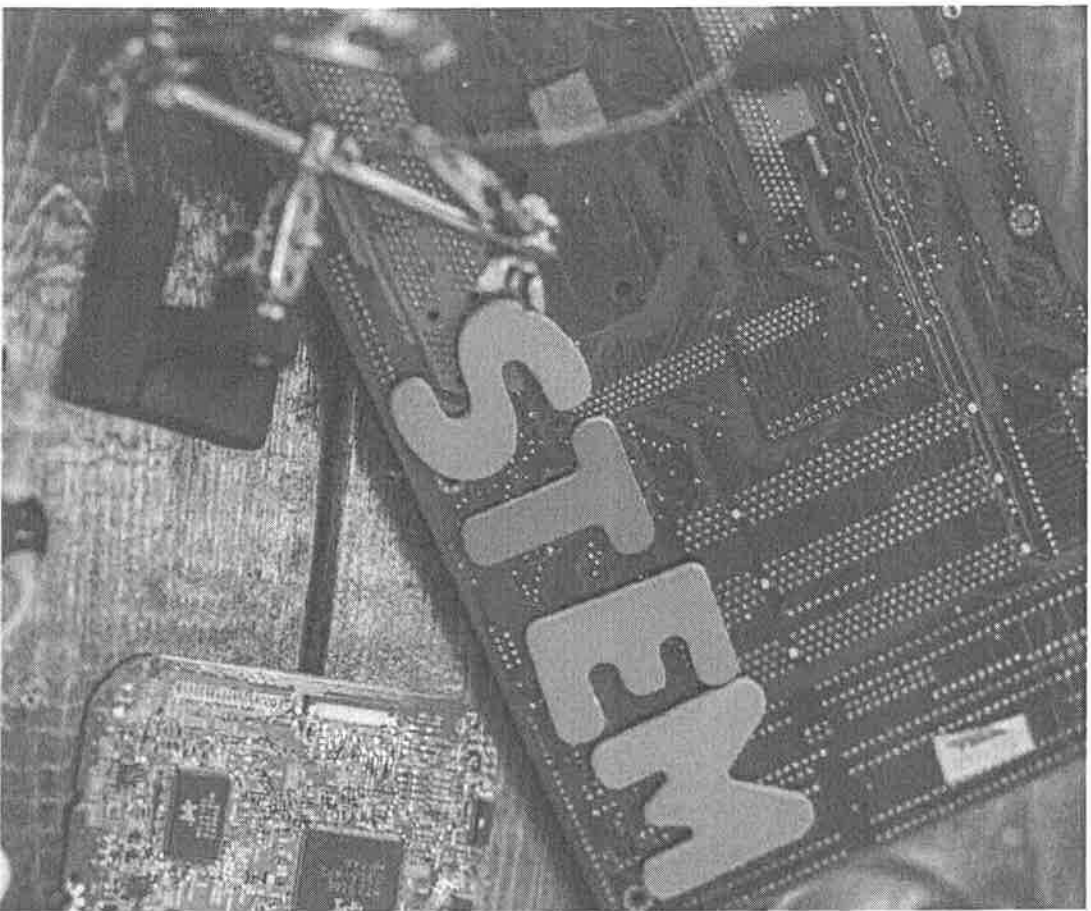
Jr. STEM Academy

Division of Strategic Initiatives & Community Engagement (SICE)

David E. Thomas, Vice President, SICE

Stephanie Austin-Johnson, Director, Pre-College STEM Programs

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COMMUNITY COLLEGE OF PHILADELPHIA

Jr. STEM Academy Mission

The mission of the Jr. STEM Academy is to create specialized STEM summer and out-of-school-time (OST) educational and career programs for Philadelphia's K-12 students and schools to establish the Community College of Philadelphia (CCP) as a top choice post-secondary destination for K-12 students and families.

Jr. STEM Academy Pipeline/Pathway

Jr. STEM
Academy

Advance at
College
(dual enrollment)

CCP
Matriculation

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Key Highlights

- STEAM Saturday's program
- CERN virtual field trip
- Partnerships with K-12 schools (Boys Latin Charter, Add B. Anderson)
- Three new Summer 2024 camp offerings
- EITC funding
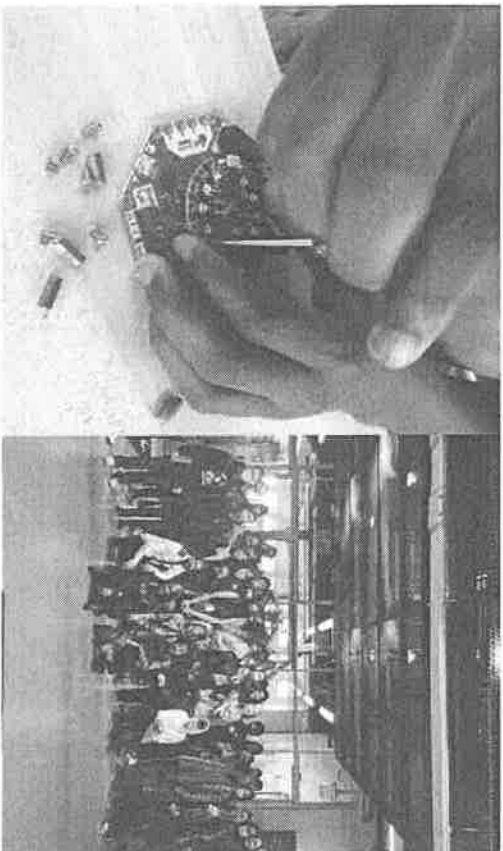
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Jr. STEM Academy Program Program Goals

GOAL	ACTIVITY EXAMPLES	OUTCOME
To increase early access to STEM careers and post-secondary pathways for under-represented populations	School partnership programs highlighting engineering and medical careers for minority males and females.	• Majority of students served identify as males of color • Increased # of programs offered on-site
To increase awareness of STEM and CTE related career options	Partnership programs with TRIO Upward Bound Programs at CATC	• Increased awareness of and exposure to CATC STEM-related programs to local high school students in college and career readiness programs
To increase cross-generational awareness of Community College of Philadelphia programs serving the K-12 community.	Jr. STEM Academy newsletter and parent information sessions	• Increased outreach from parents and school partners from all sections of the City regarding Jr. STEM Academy programming.

Performance by the Numbers

Jr. STEM Academy participants/students overwhelmingly identify as African-American and male. Participants/students served are mostly in 6th grade (29.1%), 8th grade (23.4%), and 9th grade (23.4%). After participation in Jr. STEM Academy programming, high school-aged students expressed interest in taking part in additional STEM/CTE programs. Thus far in FY24, we have served **158** students.

Performance by the Numbers

Female
31.6%

Male
68.4%

Caucasian
6.8%

Biracial
3.1%

LatinX
12.3%

Non-Disclosed
9.3%

Asian
9.3%

Arab/Middle Eastern
0.6%

African-American
58.6%

10th
1.3%

9th
23.4%

12th
1.3%

8th
23.4%

5th
4.4%

7th
17.1%

6th
29.1%
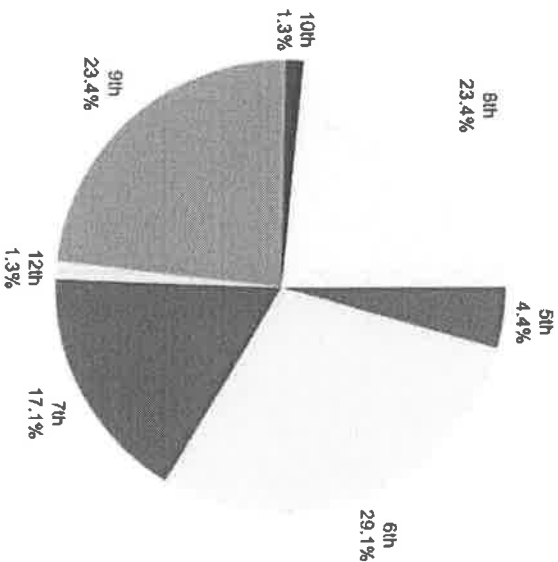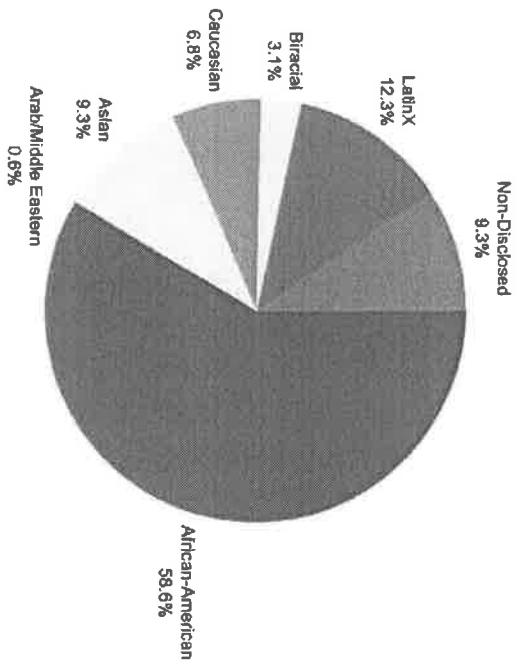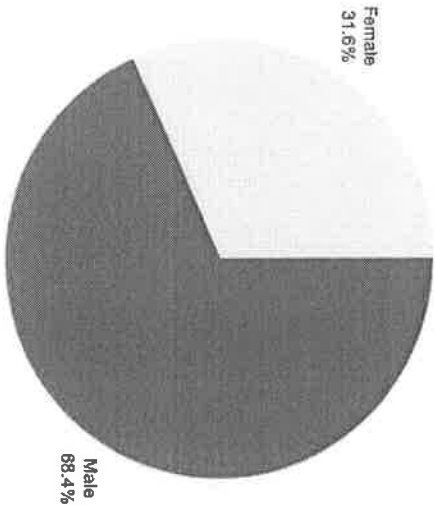
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Special Program Funding

Jr. STEM Academy's operation is funded by College operational dollars as well as additional/special funding sources such as camp fees (direct revenue), private funds, service contract funds, federal PBI (Predominantly Black Institution) funds, and EITC funds.

*FY24 revenue for summer camps has been received but is not yet reflected in this report.

Contracted Services
6.4%

Revenue*
5.8%

EITC
15.4%

Charitable Gifts
72.3%

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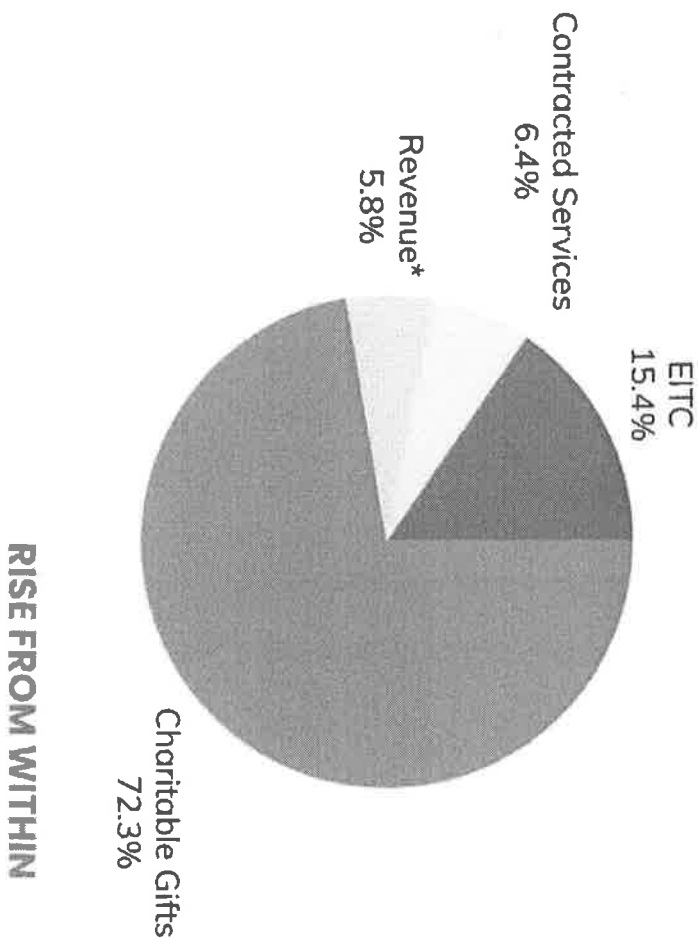
2024-2025 Programs Timeline

ACTIVITY	June	July	Aug	September	October	November	December	January	February	March	April	May
Jr. STEM Teacher Institute												
Jr. STEM Summer Camps		▮										
Jr. STEM Academy Chapters			▮									
STEAM Saturdays Program				▮		▮						▮
Jr. STEM Showcase						▮			▮			▮

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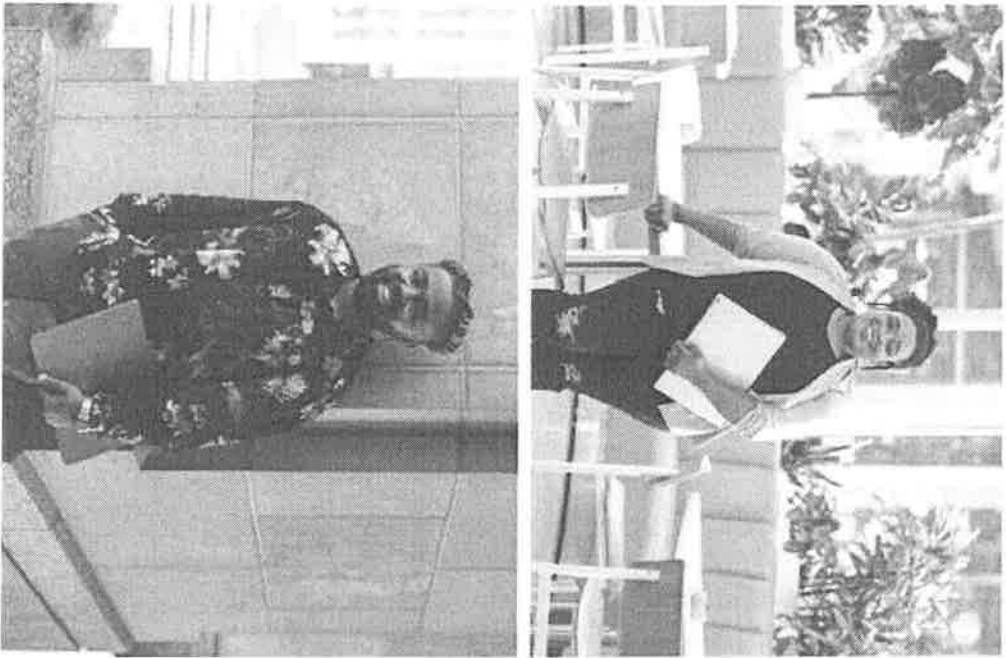
Google Career Certificates

"Google Career Certificates help prepare students for the workforce"

Alycia Marshall, Ph.D., Provost and Vice President for Academic and Student Success

Vance Gray, PhD., Associate Provost, Academic Affairs & Workforce Development

"Of all of the implementations, CCP was the most efficient, and fastest..." - Winton Steward, Google

Google Career Certificates

Flowchart: Rep. Morgan Cephas & Google Meeting → Meeting with Dr. Generals and CCP Team with Google → Concept Discussions with CCP ITS and Internal Stakeholders → ITS Banner Team Build & Testing → Banner Coursera and LTI Integration Team Meetings → Integration Testing & Live Links → Student-User Testing → Marketing Recruitment Development → Launch
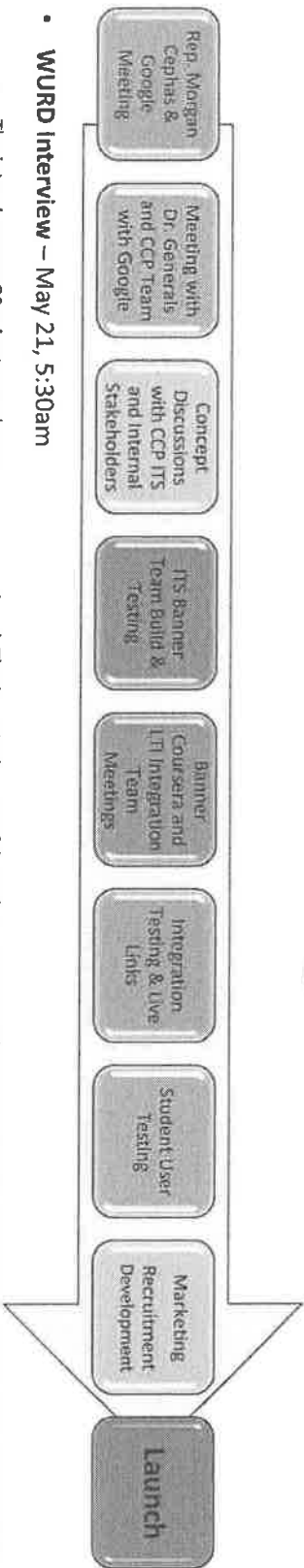
- **WURD Interview – May 21, 5:30am**

  - The interview was 30 **minutes** and was very conversational. The host Andrea Lawful-Sanders, was incredible at keeping the conversation moving, **live** and recorded **both video** and **audio.**

- **Google Launch:** Dwight Evans, United States representative, Morgan B. Cephas, Pennsylvania state representative Dr. Donald Guy Generals, president, Community College of Philadelphia; Winton Steward, Midwest head of Government Affairs and Public Policy, Google; Dr. Vance Gray, associate provost, Academic Affairs and Workforce Development, Community College of Philadelphia; Jaquayvius Coleman, Community College of Philadelphia graduate, Google Career Certificates graduate

- Google and the Community College of Philly partner for workforce development program

  NBC10

  Google and Community College of Philadelphia have partnered up on a workforce development program that organizers said will help students learn skills they need to attain high-paying jobs.

- Coverage of this announcement also appeared on *6abc, CBS3, The Philadelphia Tribune, KYW Newsradio, MSN News, Technical.ly* and the *Grow with Google blog.*

Google Career Certificates

- In addition to the Google Career Certificates, all CCP students will have access to Google AI Essentials — an online course that teaches foundational AI skills, AI best practices and how to use AI responsibly, no degree or previous experience required.

- Students who participate in the Google Career Certificate program have access to our employer consortium of more than 150 companies — including greater Pennsylvania-based companies like Expedient, SAP, Project Management Institute, CMI Media Group, and of course, Google — that commit to considering Google Career Certificate graduates for relevant roles. More than 250,000 people have graduated from the Google Career Certificate program in the U.S. and 75% of graduates report positive career outcomes (new job, promotion, or raise) within six months of certificate completion.

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Next Steps

Google Career Certificates

- Continuous Improvement of the Student Experience for "Pilot" Cohort
- Engagement with Employer Partners:
  - Pennsylvania-based companies like Expedient, SAP, Project Management Institute, CMI Media Group, and of course, Google
- Grow Awareness, Interest, Excitement and Enrollment by working with Google and internal partners to develop a robust recruitment and marketing plan

Google Certifications		
Course	22 Enrollments	48 Interest Forms
		32 Registrations
Cybersecurity	10	(2 in progress) 12
IT Support	2	(3 in progress) 5
Digital Marketing & E-Commerce	3	(2 in progress) 5
Data Analytics	7	(3 in progress) 10

Commercial Drivers License (CDL Training)

- Northeast Regional Center (NERC)
- 700+ Jobs in the Philadelphia Region (Indeed)
  - $50,000 – $150,000 Entry-Level Jobs

- **This four-week program provides the optimal balance between classroom learning and behind the wheel, on the road training to prepare students for the Commercial Driver's License (CDL) Class A exam.**

- Class A CDL licenses are issued to adults who are 18 or older who have demonstrated their qualifications to operate any combination of vehicles with a gross combination weight rating of 26,001 pounds or more, provided the gross vehicle weight rating of the vehicle or vehicles being towed is in excess of 10,000 pounds.
  - **46 students on an interest list**
  - **$5,000 tuition**
  - **Potentially adding to the ITA listing with Philadelphia Works**

- April 12th, *approved by the Federal Motor Carrier Safety Administration* as a CDL Training Site. This designation allows us to deliver training as an educational provider, and it qualifies us to be eligible for federal grants that support CDL student tuition.
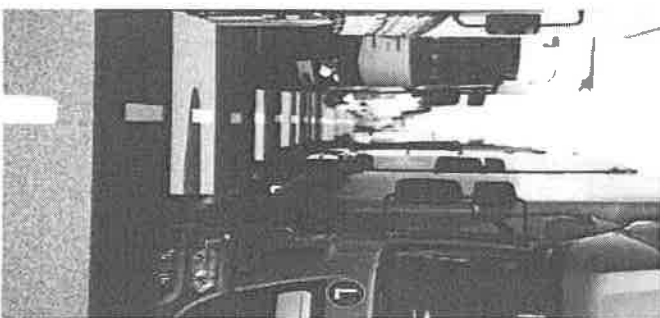
RISE FROM WITHIN

Commercial Drivers License (CDL Training)

- Contracted with Liberty Coca Cola to train 16 employees
  - 4 cohorts of 4 employees each
  - New Employees with job skills for other jobs duties – we provided the CDL Skills
  - Ancora was contracted to teach our classes

- Engaged with Logistics and Transportation Industry Partnership to work with other employers - this IP was discontinued and is in the process of a restart through PWI.

- Other area community colleges also work with Ancora to provide this training
  - UPS is a potential source of sending employees for open enrollment (they won't pay on behalf of their students, so we can't contract with them, but employees can use their tuition benefits to take this class.)
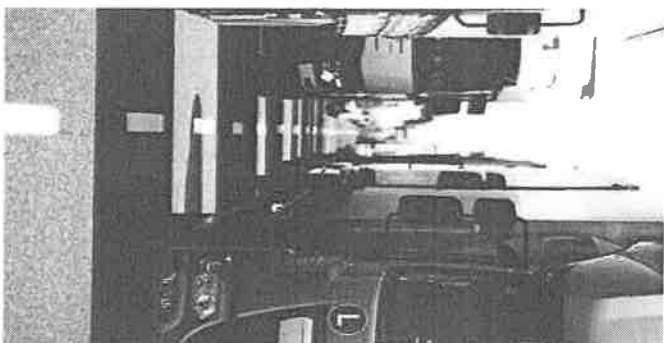
RISE FROM WITHIN

COMMUNITY COLLEGE OF PHILADELPHIA
Proceedings of the Meeting of the Board of Trustees
Thursday, May 2, 2024 – 3:00 p.m.
Isadore A. Shrager Boardroom, Room M2-1/Hybrid

Present: Mr. Harold T. Epps, presiding: Ms. Ajeenah Amir, Mr. Ronald Bradley, Representative Morgan Cephas, Mr. Pat Clancy, Mr. Rob Dubow, Ms. Chekemma Fulmore-Townsend, Ms. Sheila Ireland, Ms. Mindy Posoff, Mr. Michael Soileau, Mrs. Dominique Ward, Mr. Jeremiah White, Dr. Donald Generals, Ms. Josephine Di Gregorio, Mr. Eapen, Dr. David Thomas, Dr. Danielle Liautaud-Watkins, Dr. Mellissia Zanjani, Ms. Jasmine Sessoms, Dr. Shannon Rooney, Dr. Alycia Marshall, and Ms. Carolyn Flynn

(1)   Executive Session

The Executive Session was devoted to a discussion of legal matters.

(2)   Meeting Called to Order

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

(3)   Public Comment

The following individuals provided Public Comment at the May 2, 2024 Board meeting:

- Nwenna Gates, Federation, Adjunct/VL Unit Co-Chair, stated that the adjunct faculty do not have a living wage and discussed why the administration and Board of Trustees need to meet the demands in the bargaining proposals by the Federation.

- Marissa Johnson-Valenzuela, Associate Professor, English, spoke on the need to make a living wage for a family of one parent and one child and the impact of inflation and rising costs on faculty, staff, and students.

- Elayna Hannon, Administrative Assistant at the College, spoke about the importance of the College working to ratify the union contract that supports living wages for all professors and staff so that all can do their best to help students.

- Junior Brainard, Assistant Professor, English and Federation Co-President, spoke on the ongoing contract negotiations, living wages, and the impact of inflation and rising costs.

- Bianca Mejia-Sosa, student, spoke about the need for childcare at the College for student parents as well as having a student representative on the Board of Trustees.

- Avery Lucas, student, spoke about the College providing SEPTA TransPasses for students and faculty and having a student representative on the Board of Trustees.

- Elizabeth Dalianis, a full-time faculty in Allied Health, spoke about the bargaining proposals, her support for the negotiation team, living wage for faculty and staff, the impact of inflation and rising costs, and tangible commitments to diversity, equity, and inclusion.

- Jeran Aldarondo-Morales, student, spoke about access to public transportation, and the cost of replacing a College ID.

- Piseitta Freeman, employee, spoke about harassment by administrators and bullying in the workplace.

- Frank Scales, student and incoming Student Government Association President, spoke on student representation on the Board of Trustees and SEPTA TransPasses.

- Abdul AlHourani, student, spoke on the need of student representation on the Board of Trustees.

- Quy Danh, student, decided not to give a public comment.

- Jaritsa Hernandez-Orsini, student and incoming Student Government Association Vice President, spoke on the lack of student presence on the Board of Trustees.

- Dave Hansen, student, spoke on the need for student representation on the Board of Trustees.

On behalf of the Board of Trustees, Mr. Epps thanked everyone for their comments. He stated that the comments have been heard and recorded.

(4)   Report of the President

(a)   Update on the Governor's Plan for Higher Education

Dr. Generals stated that he did not have any additional news to report regarding the Governor's Plan for Higher Education. He stated that another meeting has been scheduled to discuss the proposal.   Dr. Generals stated that the community college presidents met with the Governor on April 29, 2024 in Harrisburg and that the Governor is still looking to establish a system with community colleges and the PASSHE schools.

Dr. Generals reported that he had met with Secretary of Education Khalil Munin and Deputy Secretary Kate Shaw on April 22, 2024 regarding his concerns for the Governor's blueprint.

Representative Cephas stated that Governor Shapiro has a proposal on the table to increase the minimum wage for Pennsylvania to $15.00 per hour over the next 3 years.

Dr. Generals reported that Lobby Day in Harrisburg took place on April 29, 2024. He stated that a number of students made the trip to Harrisburg to advocate on behalf of the College. Dr. Generals stated that it was a very successful day. Dr. Generals thanked Representative Cephas for welcoming the students and for her advocacy.

(b)   Enrollment

Dr. Rooney provided highlights of spring, summer I, and summer II enrollment for years 2020 to 2024 (**Attachment A**). She stated that the numbers for returning and new students look good. Dr. Rooney provided a preview for fall enrollment. She stated that overall, head count is up 8% and credit count is up 14%. Dr. Rooney stated that the improvement in enrollment is due to the work done by Drs. Lipscomb and Marshall's staff, as well as reconceiving of open enrollment events, and enhanced international recruitment.

At the request of Dr. Rooney, Dr. Lipscomb reported that 155 international students are enrolled at the College. He stated that staff are working hard in targeting Vietnamese students.

Regarding graduation, Dr. Lipscomb reported that 1,667 total degrees were conferred at the 2024 graduation. He stated that the final number of graduates will be available in August, as a few students are waiting for their grades. Dr. Lipscomb stated that 1000 graduates were scheduled to walk at graduation on May 4, 2024.

Dr. Rooney provided a summary of activities on the Brand Launch held on April 11, 2024. She stated that over 500 guests were on campus for the festivities. Dr. Rooney stated that the launch was very successful. Dr. Rooney reviewed earned media for the event as well as digital boards, neighborhood posters and billboards, posters on SEPTA vehicles and in Dilworth Park.

(c)   <u>Foundation Report</u>

Dr. Zanjani called attention to the Report on Grants and Gifts which was included in the Board materials for the meeting. She stated that the report reflects the period of July 1, 2023 – March 31, 2024. Dr. Zanjani stated that for public/governmental fundraising, $1,281,219 has been raised from public sources. For private/philanthropic fundraising, a total of $2,578,024 has been raised versus $2,833,244 at this time last year.

Regarding the Comprehensive Major Gifts campaign, Dr. Zanjani reported that staff are working diligently to identify, ascertain interest, and secure potential multi-million-dollar donors. She stated that the next two-thirds of the campaign is to engage Board members, board volunteers, and others as we move toward the public phase of the campaign.

Dr. Waller reported that as of April 30, 2024, $411,614 has been raised for the Black and Gold Gala. She stated that the $411,614 is 55% toward the goal of $750,000. Dr. Waller encouraged members of the Board to commit their sponsorship or purchase tickets for the Gala.

Dr. Waller reported that on May 8, 2024, the Alumni Association will host a spring alumni reception. New graduates from the Class of 2024 will be invited to attend.

Dr. Waller stated that the friendly competition between the two boards continues. As of April 30, 2024, 45% of the Foundation Board of Directors and 50% of the Board of Trustees have made a gift. She stated that she looked forward to connecting with members of the Board to achieve 100% participation.

(5)   <u>Student Outcomes Committee</u>

Ms. Fulmore-Townsend reported that the Student Outcomes Committee met on April 4, 2024. Ms. Fulmore-Townsend congratulated the Art Department on the opening of the student art exhibition on April 4, 2024 in the Rotunda. She stated that the exhibition is a testament to the high quality of instruction that our students receive.

Ms. Fulmore-Townsend reported that the Committee reviewed the American Sign Language/English Interpreting A.A.S. Academic Program Review. She stated that the program has experienced several challenges due to COVID-19. She stated that it is important to see that the program has rebounded. Ms. Fulmore-Townsend stated that there have been several efforts to support student success and improve outcomes regarding graduation and transfer. Ms. Fulmore-Townsend stated that the faculty in the program are very experienced and provide excellent teaching and support for students. She stated that the program is not designed for transfer but that the College has articulation agreements with St. Joseph's University and Bloomsburg University and that they graduate higher than others. Ms. Fulmore-Townsend reiterated that the faculty are doing really great things in the classroom to help students succeed.   Ms. Fulmore-Townsend stated that the Committee approved the American Sign

Language/English Interpreting A.A.S. Program Review for five years. This item is part of the Consent Agenda for Board approval.

Mr. Epps stated that he was encouraged by the report and progress of the program.

(6) Business Affairs Committee

Mr. Soileau stated that the Business Affairs Committee met on April 1 and 17, 2024. He stated that the Committee acted on several items, which are part of the Consent Agenda for Board approval.

(7) Consent Agenda

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

(a) Proceedings and Minutes of Decisions and Resolutions
      Meeting of April 4, 2024
(b) Gifts and Grants
(c) American Sign Language/English Interpreting A.A.S. Program
(d) Contract with Cozen & O'Connor for Lobbying Services
(e) CI Solutions: Enclosed Glazed Wall Systems for Winnet S1SW Project
(f) Design for Winnet Renovation Project
(g) Continuation of Appointment of O&S Associates, Inc, as
      Expert Engineering Consultant for the CATC
(h) Resolution: Release of Transcripts to Students with Outstanding
      Balances Owed to the College

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

(8) Report of the Chair

(8a) Black and Gold Gala

Mr. Epps encouraged members of the Board to purchase sponsorships or tickets for the June 13, 2024 Black and Gold Gala.

(8b) Board Transitions

Mr. Epps stated that with the departure of Mr. Soileau and Mr. Bradley, we have notified Mayor Parker that we need immediate attention to the vacancies so that the Board can continue to have a quorum. Mr. Epps stated that there are four terms that are expiring on June 30, 2024 and with Mr. Soileau's departure, there will be a total of 5. He stated that members of

the Board whose terms expire on June 30, 2024 will serve until they are reappointed or replaced.

(9)   Old Business

There was no old business discussed.

(10)   New Business

There was no new business discussed.

(11)   Next Meeting

The next meeting of the Board of Trustees is scheduled for Thursday, June 6, 2024 at 2:30 p.m. in the Isadore A. Shrager Boardroom. The meeting will be hybrid.

The meeting adjourned at 4:20 p.m.

(12)   Executive Session

The Board reconvened in Executive Session to discuss personnel matters.

Trustees update

Enrollment, Graduation,
Brand recap

May 2, 2024

RISE FROM WITHIN

Spring enrollment highlights

- Head count up 4%

- Credit count up 5%

- Outpacing 3% growth in projections

- F1 students up (155)

New Students

-24% -9% 39% -1%

1,786 — Spring 2020
1,350 — Spring 2021
1,230 — Spring 2022
1,708 — Spring 2023
1,691 — Spring 2024

Returning Students

-17% -15% 0% 5%

13,004 — Spring 2020
10,844 — Spring 2021
9,197 — Spring 2022
9,215 — Spring 2023
9,706 — Spring 2024

COMMUNITY COLLEGE of PHILADELPHIA

RISE FROM WITHIN
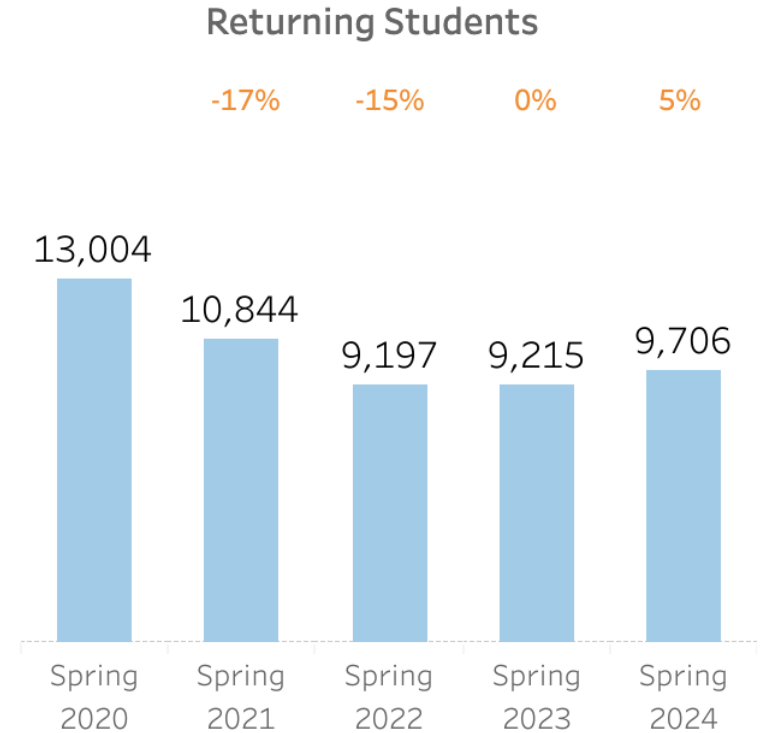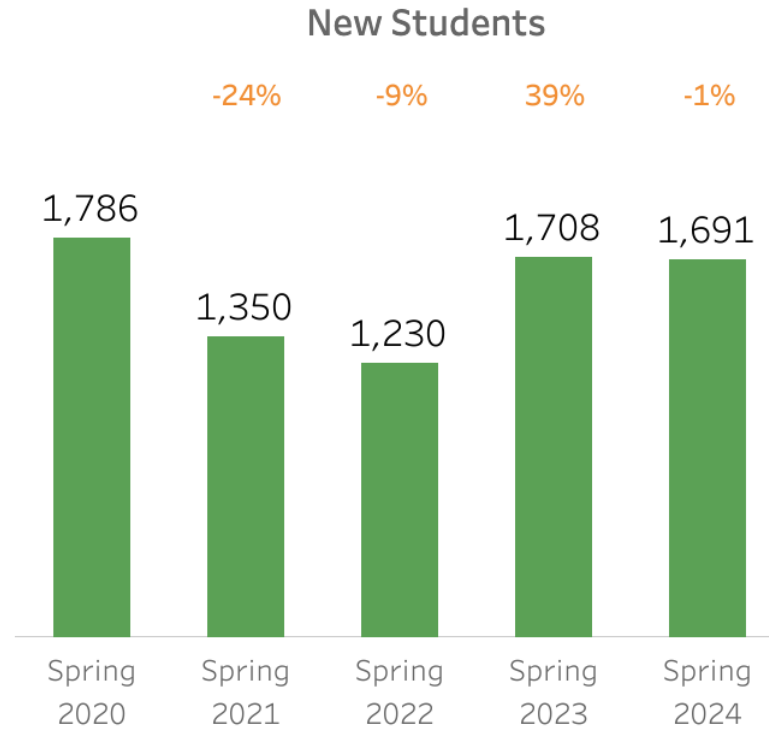
Summer I enrollment highlights

- Head count up 11%

- Credit count up 13%

- Outpacing 3% growth in projections

New Students

| 40% | -9% | -2% | 47% |

| 319 | 446 | 404 | 395 | 580 |

Summer 2020 | Summer 2021 | Summer 2022 | Summer 2023 | Summer 2024

Returning Students

| 0% | -18% | 4% | 6% |

| 3,560 | 3,567 | 2,935 | 3,066 | 3,247 |

Summer 2020 | Summer 2021 | Summer 2022 | Summer 2023 | Summer 2024

COMMUNITY COLLEGE OF PHILADELPHIA

RISE FROM WITHIN
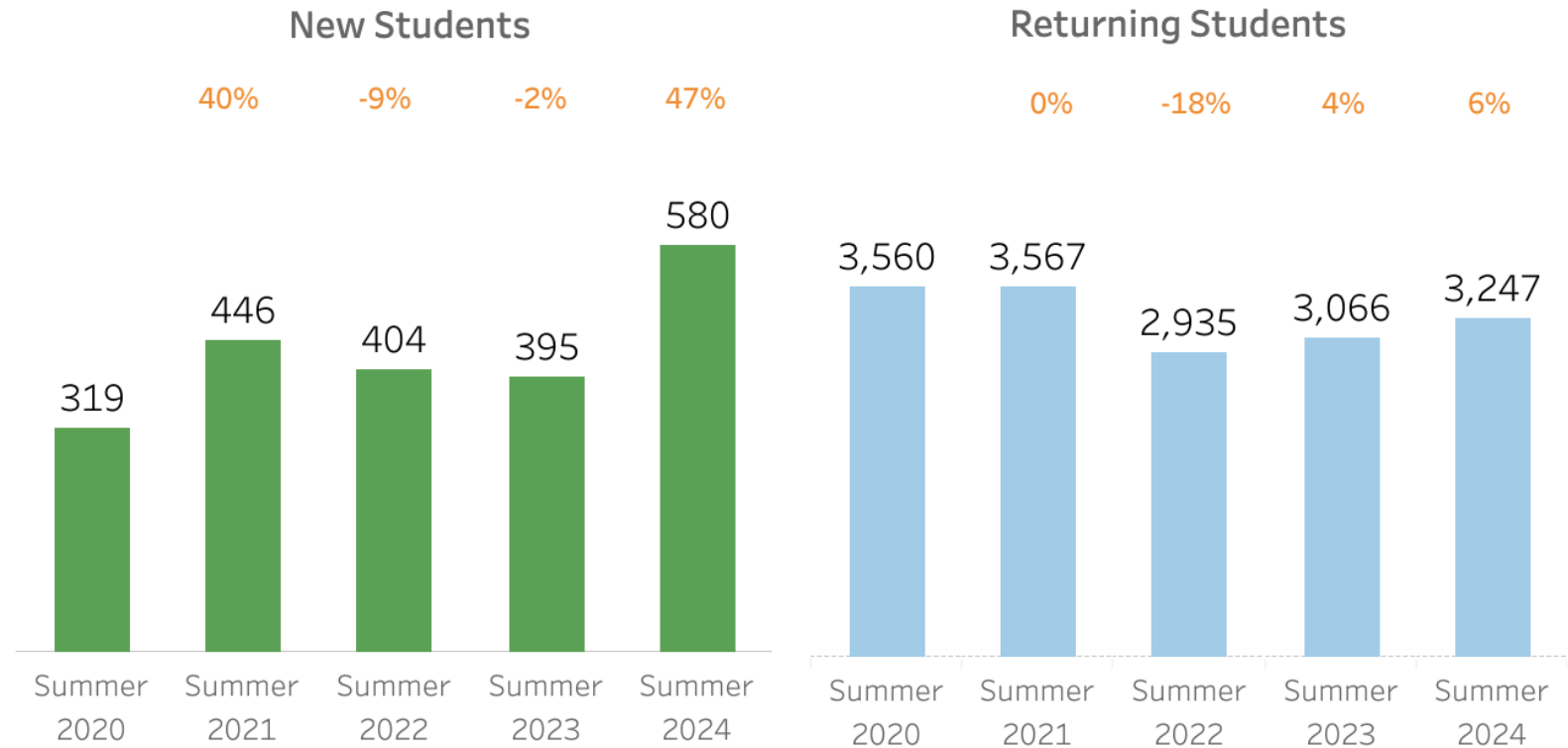
Summer II enrollment highlights

- Head count up 14%

- Credit count up 20%

- Outpacing 3% growth in projections

New Students

| 50% | -22% | 5% | 86% |

435

284

222

234

189

| Summer 2020 | Summer 2021 | Summer 2022 | Summer 2023 | Summer 2024 |

Returning Students

| -14% | -9% | 7% | 6% |

2,456

2,105

1,920

2,054

2,177

| Summer 2020 | Summer 2021 | Summer 2022 | Summer 2023 | Summer 2024 |

RISE FROM WITHIN
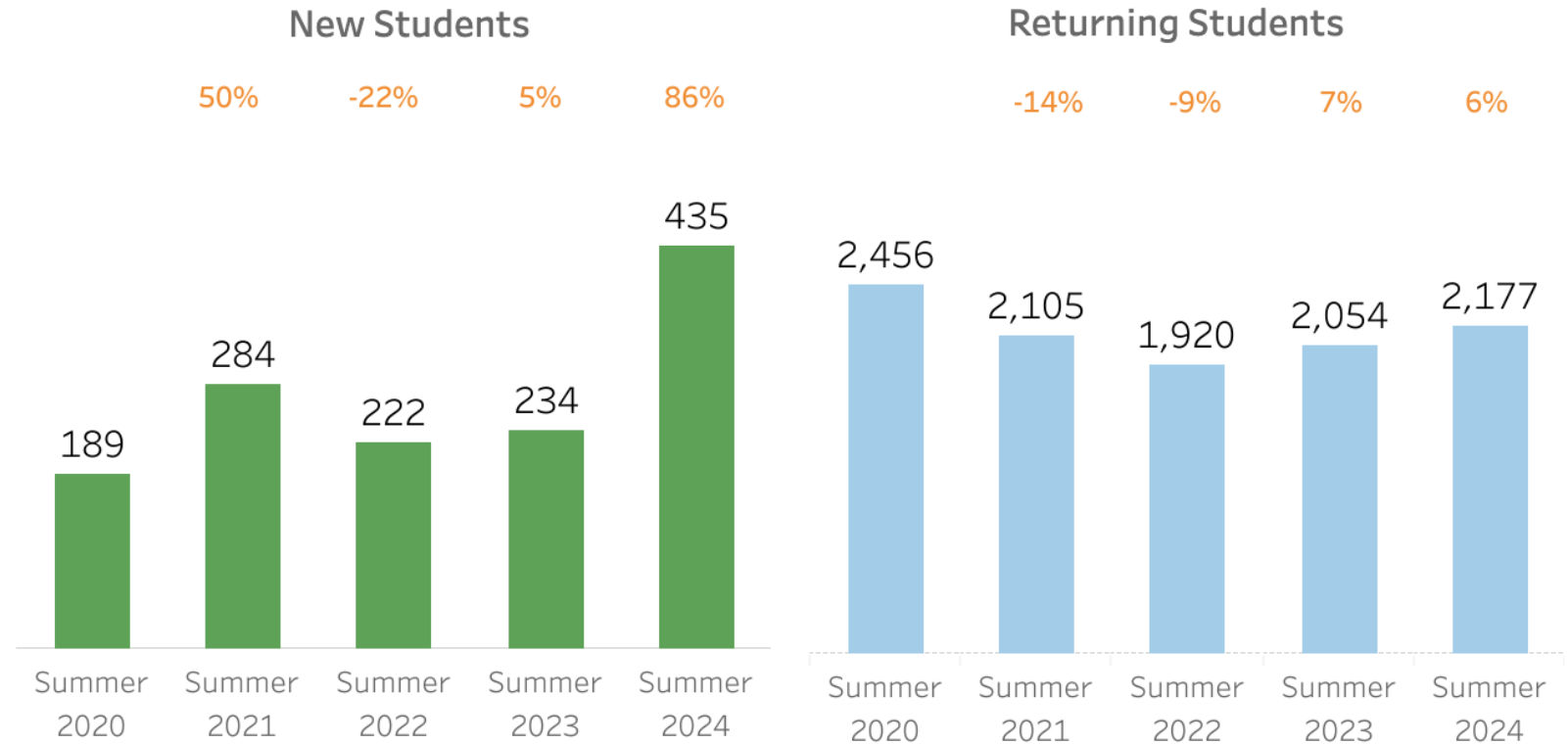
Fall enrollment preview

- Overall head count up 8%

- Overall credit count up 14%

- Reconceived open enrollment events

- Enhanced international recruitment

2024 Graduation

- 1,657 total degrees conferred or in progress
  - Fall 2023 and Winter 2024
    - 434 - Fall 2023 graduates
    - 21 - Winter 2024 graduates
  - Spring/Summer 2024 prospective graduates
    - 990 - Spring 2024 prospective graduates
    - 212 - Summer 2024 prospective graduates
      - Summer applications for graduation will remain open through the start of July

RISE FROM WITHIN

Graduation trends

Graduates by Degree Type
Division: All
Major: All
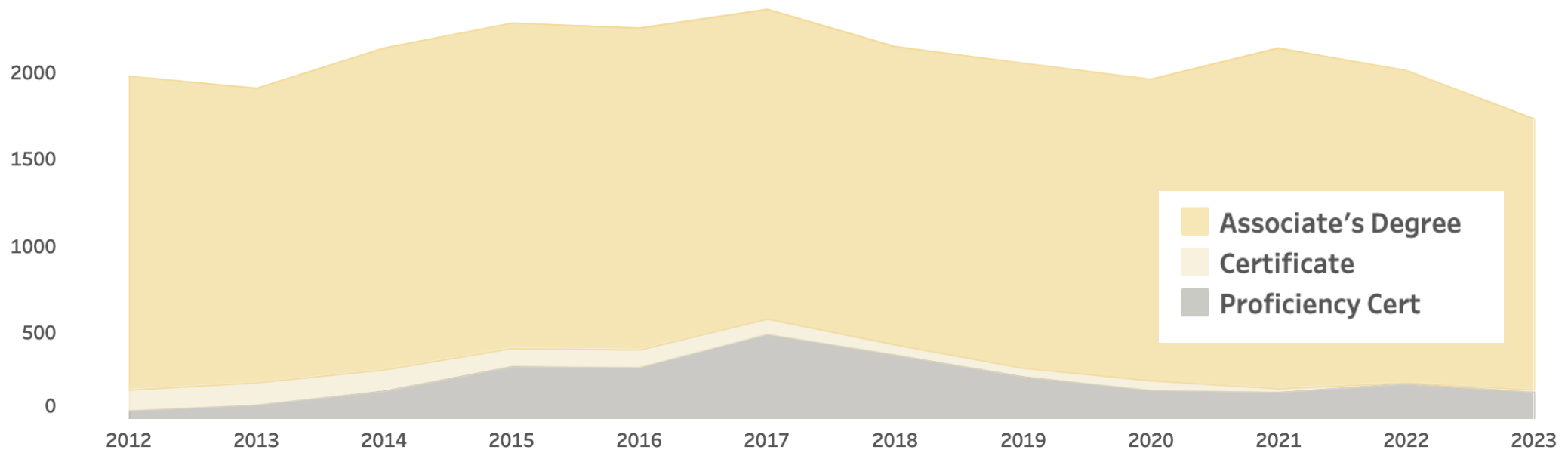
RISE FROM WITHIN

4.11.24

- Welcomed over 500 guests to campus
- Hosted more than a dozen alumni businesses
- Regional center activations followed

COMMUNITY COLLEGE OF PHILADELPHIA

RISE FROM WITHIN

Earned media

COMMUNITY COLLEGE of **PHILADELPHIA**

whyy.org
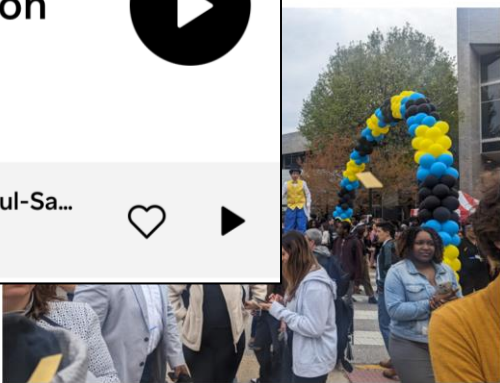
Listen Live • All Things Con

PENNSYLVANIA EDUCATION

Community College of Philadelphia unveils new logo, colors and tagline for rebrand

"The rebrand is an attempt to distinguish CCP
...igher education in
...sident Donald Guy

...24

Community College of Philadelphia unveiled a new

The Source w/ Andrea Lawful-Sanders | Eboni Ferguson & Dr. Shannon Rooney - 4.10.24

WURD Radio

The Source w/ Andrea Lawful-Sa...
WURD Radio

PHILADELPHIA BUSINESS JOURNAL

Penn LPS Online   Learn more

Education

Community College of Philadelphia unveils bold rebrand to 'turbocharge' enrollment growth

RISE FROM WITHIN

COMMUNITY COLLEGE OF PHILADELPHIA
www.ccp.edu

Image: Community College of Philadelphia

The tagline in the Community College of Philadelphia's

The Inquirer

EDUCATION

Community College of Philadelphia announces rebranding campaign to attract and retain students: 'Rise from Within'

The ads will feature a big "P" to emphasize the Philadelphia in CCP.

Billboards

Two digital boards (95 and 76)

20 neighborhood posters

One I-95 billboard
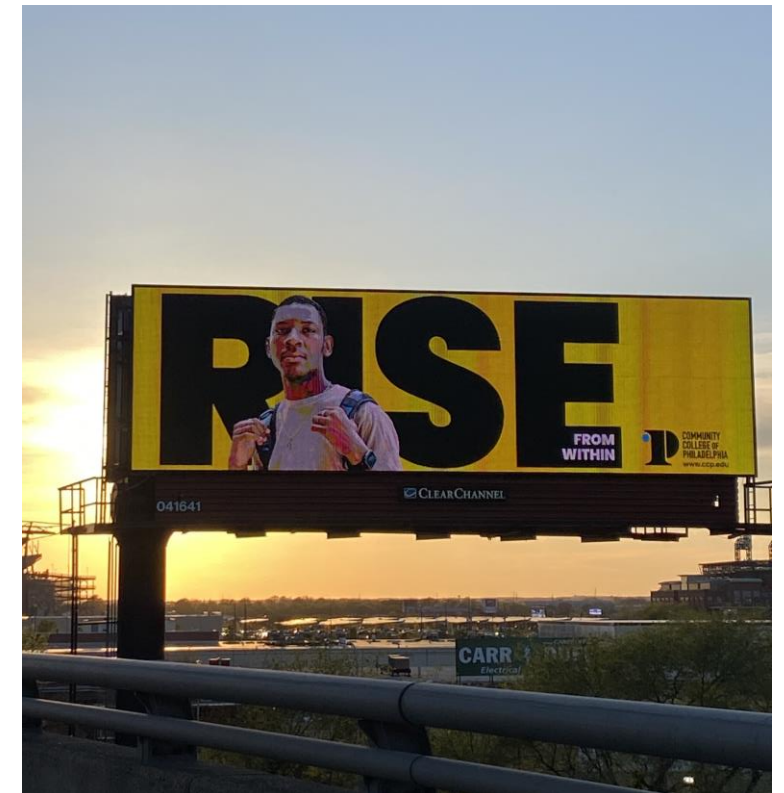
SEPTA
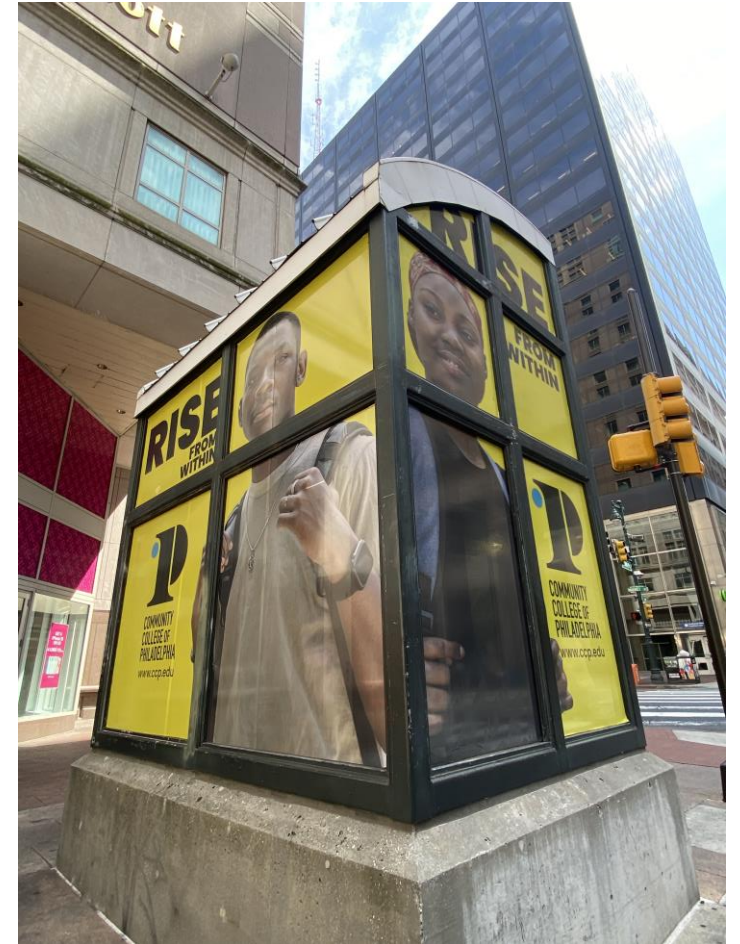
Market Street Elevator

Dilworth Park

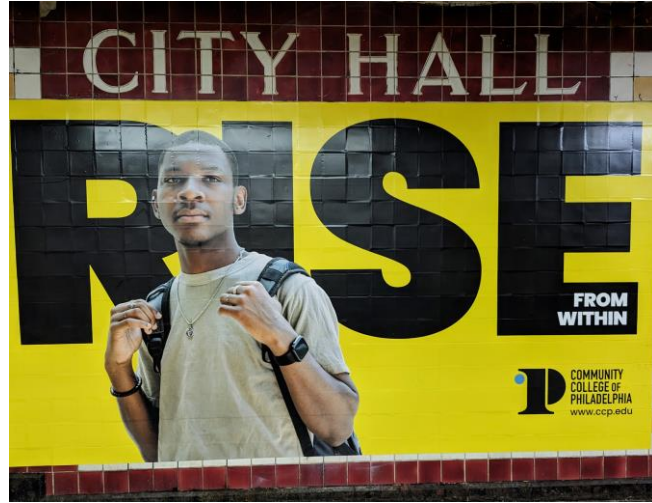Spring Garden Street Takeover

City Hall Station Domination

Bus Shelters

Digital Urban Panels

Bus Sides

Social influencer campaigns
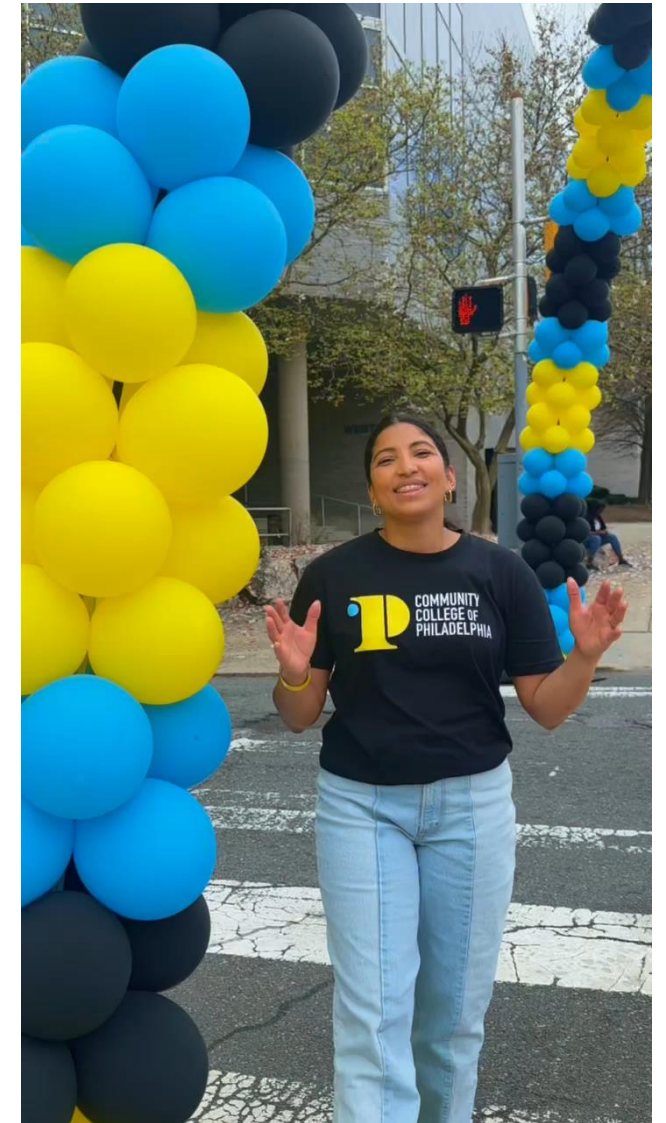
Cassandra Foley

Social Reach

329.5K ⓘ 138K FOLLOWERS   ♪ 191.5K FOLLOWERS

COMMUNITY COLLEGE OF PHILADELPHIA

RISE FROM WITHIN

Social influencer campaigns

Christian Crosby

Social Reach

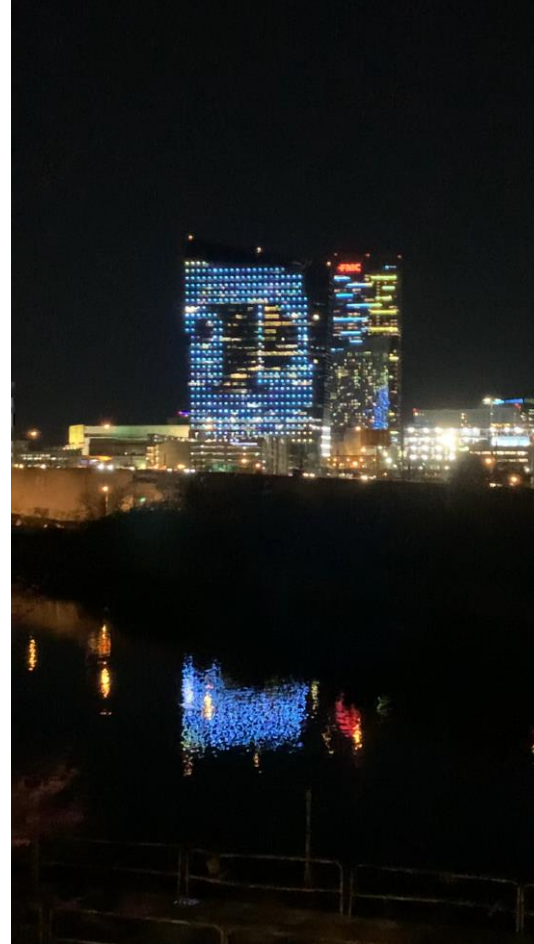232K 168.8K FOLLOWERS 63.2K FOLLOWERS

TOTAL CONNECTIONS

RISE FROM WITHIN

CCP Citywide

COMMUNITY COLLEGE OF PHILADELPHIA
Meeting of the Board of Trustees
Thursday, May 2, 2024 – 3:00 p.m.
Isadore A. Shrager Boardroom, Room M2-1/Hybrid
MINUTES OF DECISIONS AND RESOLUTIONS

Present: Mr. Harold T. Epps, presiding: Ms. Ajeenah Amir, Mr. Ronald Bradley, Representative Morgan Cephas, Mr. Pat Clancy, Mr. Rob Dubow, Ms. Chekemma Fulmore-Townsend, Ms. Sheila Ireland, Ms. Mindy Posoff, Mr. Michael Soileau, Mrs. Dominique Ward, Mr. Jeremiah White, Dr. Donald Generals, Ms. Josephine Di Gregorio, Mr. Eapen, Dr. David Thomas, Dr. Danielle Liautaud-Watkins, Dr. Mellissia Zanjani, Ms. Jasmine Sessoms, Dr. Shannon Rooney, Dr. Alycia Marshall, and Ms. Carolyn Flynn

(1)   Executive Session

The Executive Session was devoted to a discussion of legal matters.

(2)   Meeting Called to Order

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

(3)   Public Comment

Faculty, staff, and students provided Public Comment at the May 2, 2024 Board meeting.

(4)   Report of the President

(a)   Update on the Governor's Plan for Higher Education

Dr. Generals provided an update on the Governor's Plan for Higher Education in Pennsylvania.

Lobby Day in Harrisburg took place on April 29, 2024. A number of students and staff made the trip to Harrisburg to advocate on behalf of the College.

(b)   Enrollment

The Board was provided with highlights of spring, summer I, and summer II enrollment for years 2020 to 2024. The Board was also provided a preview of enrollment for fall.

The Board was provided with a summary of activities on the Brand Launch held on April 11, 2024.

(c)   Foundation Report

The Board was provided with an update of the following Foundation activities:

- The status of public/governmental fundraising as well private/philanthropic fundraising for period of July 1, 2023 through March 31, 2024.

- The status of the Comprehensive Major Gifts campaign. Staff are working diligently to identify, ascertain interest, and secure potential multi-million-dollar donors.

- The Black and Gold Gala which is scheduled for Thursday, June 13, 2024 at Vie. As of April 30, 2024, $411,614 has been raised for the event, which is 55% toward the goal of $750,000.

- The Alumni Association will be hosting a spring alumni reception on May 8, 2024.

- The friendly competition between the two boards continues. As of April 30, 2024, 45% of the Foundation Board of Directors and 50% of the Board of Trustees have made a gift.

(5)   Student Outcomes Committee

The Student Outcomes Committee met on April 4, 2024. Ms. Fulmore-Townsend congratulated the Art Department on the opening of the student art exhibition on April 4, 2024 in the Rotunda.

The Student Outcomes Committee reviewed the American Sign Language/English Interpreting A.A.S. Academic Program Review. The Committee approved the program for five years. This item is part of the Consent Agenda for Board approval.

(6)   Business Affairs Committee

The Business Affairs Committee met on April 1 and 17, 2024. The Committee acted on several items, which are part of the Consent Agenda for Board approval.

(7)   Consent Agenda

The Board approved the following Consent Agenda:

(a) Proceedings and Minutes of Decisions and Resolutions
   Meeting of April 4, 2024
(b) Gifts and Grants
(c) American Sign Language/English Interpreting A.A.S. Program
(d) Contract with Cozen & O'Connor for Lobbying Services
(e) CI Solutions: Enclosed Glazed Wall Systems for Winnet S1SW Project
(f) Design for Winnet Renovation Project
(g) Continuation of Appointment of O&S Associates, Inc, as
   Expert Engineering Consultant for the CATC
(h) Resolution: Release of Transcripts to Students with Outstanding
   Balances Owed to the College

(8)   Report of the Chair

(8a)   Black and Gold Gala

Members of the Board were encouraged to purchase sponsorships or tickets for the June 13, 2024 Black and Gold Gala.

(8b)   Board Transitions

The Board was provided with an update on the status of Board members transitioning from the Board of Trustees.

(9)   Old Business

There was no old business discussed.

(10)   New Business

There was no new business discussed.

(11)   Next Meeting

The next meeting of the Board of Trustees is scheduled for Thursday, June 6, 2024 at 2:30 p.m. in the Isadore A. Shrager Boardroom. The meeting will be hybrid.

The meeting adjourned at 4:20 p.m.

(12)   Executive Session

The Board reconvened in Executive Session to discuss personnel matters.

Community College of Philadelphia
Meeting of the Board of Trustees
June 6, 2024
Office of Institutional Advancement
Record of Grants and Gifts FY24

Summary by Source:

	FY 2024		FY 2023	FY2024 and FY2023
Held by College	*since last report* 4/1/24 -4/30/24	**Fiscal Year To Date** 7/1/23 - 4/30/24	**Fiscal Year To Date** 7/1/22 - 4/30/23	**Variance** 7/1 - 4/30
Federal	$ 322,483	$ 1,607,452	$ 10,275,200	$ (8,667,748)
State	$ 2,725,888	$ 2,737,488	$ 3,440,873	$ (703,385)
Local / City	$ -	$ 16,928	$ -	$ 16,928
Total	$ 3,048,371	$ 4,361,868	$ 13,716,073	$ (9,354,205)
Held by Foundation (Cash-in-Hand)	*since last report* 4/1/24 -4/30/24	**Fiscal Year To Date** 7/1/23 - 4/30/24	**Fiscal Year To Date** 7/1/22 - 4/30/23	**Variance** 7/1 - 4/30
Corporation	$ 41,800	$ 337,385	$ 757,313	$ (419,928)
Foundation	$ 48,529	$ 2,213,010	$ 2,276,711	$ (63,701)
Individual	$ 39,007	$ 363,784	$ 359,920	$ 3,864
Organization	$ 6,300	$ 206,187	$ 292,838	$ (86,651)
Total	$ 135,636	$ 3,120,366	$ 3,686,782	$ (566,416)
TOTAL	$ 3,184,007	$ 7,482,234	$ 17,402,855	$ (9,920,621)

Gifts In-Kind	*since last report* 4/1/24 -4/30/24	**Fiscal Year To Date** 7/1/23 - 4/30/24	**Fiscal Year To Date** 7/1/22 - 4/30/23	**Variance** 7/1 - 4/30
TOTAL	$ -	$ 10,885	$ 27,657	$ (16,772)

PUBLIC / GOVERNMENT SUMMARY (posted 4/1/24 – 4/30/24 since May 2024 meeting)

- The Pennsylvania Department of Education awarded the College a grant for $2,725,888 for "Perkins Local Plan 2023-2024."

- The Pennsylvania Department of Education, via a sub agreement with Bryn Mawr College, awarded the College $11,600 for "Centering Black Studies in (as) Teacher Certification: Building Partnership Between Community College of Philadelphia Black Studies and Bryn Mawr/Haverford Education Programs." .

PRIVATE / PHILANTHROPIC SUMMARY (posted 4/1/24 – 4/30/24 since May 2024 meeting)

- M& B Paul, Inc., (d/b/a Central City Toyota and Ardmore Toyota) awarded $10,000 as part of a $100,000 pledge to the naming of the Ground Floor Lobby of the College's Career and Advanced Technology Center.

- The Julian A. and Lois G. Brodsky Foundation awarded $25,000, and the Neubauer Family Foundation awarded $15,000, to the FY24 Black & Gold Gala.

June 2024 Calendar of Events

June 3
LSAMP Governing Board of Presidents
CATC 341
9:00a.m.-11:00a.m.

June 5
CATC Express Enrollment
CATC 140, 341
9:00a.m. – 3:00p.m.

June 10
Masterman Graduation
Athletics Center, GYM
10:00 a.m. – 12:00p.m.

June 12
NERC Express Enrollment
NERC Community Room
9:00a.m. – 3:00p.m.

Parkway Middle College Graduation
Bonnell Building, Large Auditorium
1:00pm-3:00pm

June 13
2024 Open Enrollment Event
Bonnell Building, Large Auditorium
9:00a.m.-3:00p.m

Gateway to College Graduation
Winnet Building, The Great Hall
5:00p.m.-7:00p.m.

June 20
KEYS Program Celebration
Pavilion Building, Klein Cube
12:00p.m.-3:00p.m.

Dental Hygiene Pinning Ceremony
Winnet Building, The Great Hall
6:00p.m.-8:00p.m.

June 24
2024 CME Summer Program
Winnet Building S2-03
8:00a.m.-5:00p.m. (All of June and July)

June 26
Respiratory Graduation
Pavilion Building, Klein Cube
5:30p.m.-7:30p.m.

Diagnostic Medical Imaging Pinning
Bonnell Lobby, Large Auditorium
5:30p.m.-7:00p.m.