



Meeting of the Board of Trustees, Thursday, January 9, 2025, 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 January meeting in addition to routine matters are:

- Strategic Planning Update
- Enrollment Update
- Cheyney Project Update
- State Board of Education Meeting Update

### (3) Public Comment

### (4) Report of the President

- (a) Update on Strategic Planning
- (b) Update on Enrollment
- (c) Cheyney Project Update
- (d) State Board of Education Meeting Update
- (e) Foundation Report (Dr. Mellissia Zanjani and Dr. Ellyn Jo Waller)

### (5) Student Outcomes Committee, November 7, 2024

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### (6) Combined Meeting of Business Affairs and Executive Committees November 20, 2024

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### (7) Consent Agenda

#### (a) Proceedings and Minutes of Decisions and Resolutions, Meeting of November 7, 2024

11.7.24 Board of Trustees Proceedings 55

11.7.24 Board of Trustees Minutes of Decisions and Resolutions 63

#### (b) Grants and Gifts

Record of Grants & Gifts FY25 (1.9.25) 66

(c) Biology Associate of Science and Biological Sciences Associate in Arts Program Reviews

(d) Contract with Ellucian Professional Services for Banner ERP Operational Support

(e) Renewal of Trion/MMA Contract

(f) Contract with Alexander Perry, Inc. (MBE) for Design for Welcome Center and Enrollment Project

(g) McGoldrick Change Orders

(h) Bylaws Revisions to Add Student Representative

## **(8) Report of the Chair**

(a) ACCT National Legislative Summit, February 9-12, 2025 Marriott Marquis, Washington, DC

## **(9) Old Business**

## **(10) New Business**

## **(11) Next Meeting**

The next meeting of the Board of Trustees is scheduled for Thursday, February 6, 2025, at 2:30 p.m. in the Isadore A. Shrager Boardroom, M2-1/Hybrid.

## **Committee Meetings**

- Student Outcomes Committee, Thursday, January 9, 2025, 12:30 p.m. Library & Learning Commons, L1-13/Hybrid
- Business Affairs Committee, Wednesday, January 15, 2025, 9:00 a.m. – Isadore A. Shrager Boardroom, M2-1/Hybrid
- Workforce Subcommittee, Wednesday, January 29, 2025, 3:00 p.m. – Center for Business and Industry, C3-5/Hybrid

## **Upcoming Events**

- Professional Development Week, January 6-8, 2025
  - Opening Session, Tuesday, January 7, 2025, Program: 9:00 a.m. – Winnet Building, Great Hall, S2-19
  - 42nd Martin Luther King, Jr. Awards and Benefit Luncheon, Monday, January 20, 2025, 12:00 Noon, Ballroom, Sheraton Hotel Downtown, 17th and Race Street
  - Black History Month Kickoff Luncheon, Tuesday, February 4, 2025, 11:30 a.m. – Winnet Building, Great Hall, S2-19
  - African Liberation Flag Raising, Wednesday, February 5, 2025, 11:00 a.m. Bonnell Circle
  - ACCT National Legislative Summit, February 9-

12, 2025, Marriott Marquis, Washington, DC

- Sophomore Night: Men's Basketball, Thursday, February 13, 2025, CCP vs Luzerne – 6:00 p.m. College Athletics Center (Gym)

- Sophomore Night: Women's Basketball, Tuesday, February 18, 2025, CCP vs Atlantic Cape – 5:00 p.m. College Athletics Center (Gym)

- Achieving the Dream Conference, February 18-21, 2025, Philadelphia Marriott Downtown, 1201 Market Street

- A Conversation About the Life and Legacy of Malcom X, Thursday, February 20, 2025, 12:00 noon – Winnet Building Lobby

- Law and Society Week, February 24-27, 2025

  - Opening Session: Monday, February 24, 2025, 9:30 a.m. – Center for Business and Industry, 1723 Callowhill Street, C2-28

  - Black History " Did you Know?" Displays and Movies: February 25-26, 2025, 11:00 a.m. – 2:00 p.m. Winnet Building Lobby

  - Calendar of Events for January and February 2025

Calendar of Events for January and February 2025

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**(12) Executive Session II (if needed)**

# STUDENT OUTCOMES COMMITTEE OF THE BOARD OF TRUSTEES

## MEETING MINUTES

Thursday, November 7, 2024

12:30 p.m.

Hybrid

&

Library, L1-13

1700 Spring Garden St.

Philadelphia, PA 19130

- Presiding:** Ms. Chekemma Fulmore-Townsend
- Committee Members:** Ms. Sheila Ireland, Mr. Patrick Clancy, Ms. Rosalyn McPherson, Carol Jenkins, Pastor Jonathan Mason
- Board Participants:** Mr. Harold Epps
- College Members:** Dr. Donald Generals, Dr. Alycia Marshall, Dr. Mellissia Zanjani, Dr. Shannon Rooney, Dr. Linda Powell, Mary Berman
- Guests:** Dr. Judith Gay, Consultant to the Board of Trustees  
Ms. Mindy Posoff  
Dr. Vishal Shah, Dean of Math, Science and Health Careers  
Joseph Noyes, Assistant Professor of Biology, Department Head of Biology  
Dr. Jennifer Tront, Assistant Department Chair of Biology and Associate Professor  
Dr. Amy Birge-Caracappa, Director of Assessment

### I. Public Session

#### (a) Approval of the Minutes September 5, 2024

(A)

Trustee Fulmore-Townsend asked for a motion to approve the minutes of the September 5<sup>th</sup> meeting. Patrick Clancy motioned to approve the minutes, and Trustee McPherson seconded the motion. All members voted in favor of the motion, and the minutes were approved unanimously.

Trustee Fulmore-Townsend initiated the meeting with a cordial welcome to Pastor Jonathan Mason and Carol Jenkins, both newly appointed trustees and incoming members to the Committee. Her welcome underscored these newcomers' vital role in the institution's governance. She particularly emphasized the importance of their active engagement in the proceedings through questioning and making informed recommendations, thus contributing significantly to strategic decision-making. She summarized the role of the trustees on this Committee: They are integral to the decision-making process concerning the academic offerings

provided by the College. Following the presentation of APRs (Academic Program Reviews), programs are approved for five years. There may also be times when the Committee does not move forward on programs. Programs are sometimes approved for fewer than five years, and program updates are sometimes requested.

Trustee Fulmore-Townsend also informed the Committee that the Board might be having a virtual retreat meeting in December and that the discussion around the strategic plan's KPIs would happen later.

**(b) Biology Associate of Science and Biological Sciences Associate in Arts APR's (A)**

Dr. Marshall opened the discussion providing an overview of the Biology department's academic offerings, which consist of two distinct degree programs: the Associate of Arts (AA) in Biological Sciences, and the Associate of Science (AS) in Biology. The Biological Sciences AA is new; it was introduced to broaden access and increase participation among underrepresented scientific groups. To meet these objectives, the program aims to break down traditional academic barriers, such as by removing math prerequisites. Both curricula focus on experiential learning, and the department builds industry partnerships that provide students with practical, employment-oriented workforce experiences. The department, formerly led by Dr. Linda Powell, features dedicated faculty that serve as a model for faculty engagement outside the classroom through grant activities, research, and connecting students to real-world experiences.

The department noted a significant rise in enrollment figures for both programs, reflecting heightened interest and engagement. From 2020 to 2024, enrollment has risen from the mid-100s to over 400 combined across both programs.

Dean of Math, Science, and Health Careers Dr. Vishal Shah; Department Chair of Biology Joe Noyes; and Assistant Department Chair of Biology and Associate Professor Dr. Jennifer Tront introduced themselves to the Board. Dean Shah emphasized that the Biology department is one of the most engaged departments in his division, and said that the department seems to have found what it takes to achieve the goals of enrollment growth and student success.

Mr. Noyes explained to the Board the department's progress over the last five years for both programs. He shared that the AA in Biological Sciences was created in the last five years to address access issues and barriers to entering the AS in Biology. The AS in Biology is a selective program that students can enter only if they are MATH 162 (Precalculus II) ready, which has been a common barrier for many students. The AA in Biological Sciences was developed to resolve this issue since this is not a prerequisite for the AA. Students can enroll in the program and have a mentor to help them develop their skills for later entering the AS in Biology.

After completing their degree, AA in Biological Sciences students can enter the workforce or transfer into the AS in Biology program, where they can finish their coursework and later attend a four-year institution. Additionally, some students come to the College to pursue a post-baccalaureate degree in Biology so they can enter physicians' assistant programs and medical school, because CCP offers a higher-level Biology curriculum.

Trustee Clancy asked whether a student switching from the AA degree to the AS degree would transition into a three-year program. Mr. Noyes explained that it would depend on the students' math and English placement levels, as well as the Biology courses they took in high school. For example, if they completed a Biology course in high school, they could enroll in the program's non-major Biology or BIOL 106 (General Biology I) course to prepare for the more rigorous BIOL 123 (Principles of Biology I) course. Ultimately, it all depends on their entry point into the program to avoid extending their time. The department also wants to ensure that students entering the AS in Biology are well prepared, as it is a challenging curriculum.

Mr. Noyes discussed the scheduling efficiency of both programs. The department aims to design courses that align with students' needs, resulting in typically full classes. Although the pandemic impacted the programs' enrollment numbers, those numbers have recovered. The AA in Biological Sciences is the fastest-growing program at the College, boasting an astonishing 1000% increase in enrollment since its introduction, highlighting the program's appeal and effectiveness. Notably, this program attracts a higher ratio of full-time students than the College average, reflecting the program's robust design and relevance. This program is focused on thoroughly preparing students for successful transfers to four-year colleges or immediate workforce entry, facilitating diverse career opportunities.

Trustee Clancy asked how many students transfer into the AS in Biology program from the AA in Biological Sciences program. Mr. Noyes informed the Board that most students do transfer.

Trustee Jenkins inquired about the reasons behind the efficiency and scheduling. Mr. Noyes explained that it is due to the popularity of the program. The courses offered in the program are required for many of the Allied Health Programs. For example, Anatomy and Physiology I and Anatomy and Physiology II courses always fill up because these are also requirements for many of our healthcare programs.

Dr. Amy Birge-Caracappa expressed that she enjoyed working with Dr. Powell on creating the AA in Biological Sciences program. She presented some data: On average, Biological Sciences enrolls a higher proportion of full-time students (51%) than the College overall (30.6%). From 2020 to 2024, the AA in Biological Sciences enrolled a lower percentage of Black females (26.7%) than the College overall (30.1%), and a lower percentage of Black males (7.5%) than the College overall (12.3%). The program also enrolled a higher percentage of white students (27.8%.) than the College overall (21.8%) and a higher percentage of those who identified as Asian (12.1%) than the College overall (10.7%). The program enrolled a higher proportion of female students (71.8%) than the College overall (66.8%). It also enrolled higher proportion of students under the age of 30 (83.9%) than the College overall (74%). From Fall 2020 to Fall 2022, the AA in Biological Sciences averaged a similar proportion of students who returned to the same program from Fall to Fall (35.6%) as the College (35.1%), and the program awarded five AA degrees.

Within the AS in Biology program, the average enrollment between Fall 2019 and Spring 2024 was 122 students. On average, the AS in Biology program enrolled a larger proportion of full-time students (46.8%) than the College overall (30.6%). During that same period, they enrolled a lower percentage of those identifying as Black females (19.6%) than the College overall

(30.1%), and a lower percentage of Black males (9.7%) than the College overall (12.3%). The AS in Biology also enrolled a higher percentage of those who identified as Asian females (11.9%) than that of the College overall (5.9%). The program also enrolled a larger proportion of students under the age of 30 (86.3%) than the College overall (74%). From Fall 2018 to Fall 2022, the program's proportion of students who returned to the same program (40.3%) was higher than the College overall (36.2%), and the program awarded 160 AS degrees.

Mr. Noyes provided insight into the pedagogical innovations currently employed in classroom student activities, such as Artificial Intelligence (AI) and Virtual Reality (VR). The College has received VR headsets that are now utilized in anatomy and physiology courses, as well as in other classes. These VR headsets allow students to examine and manipulate the human body in virtual reality, offering them a unique perspective on anatomy. In summer courses, AI will be incorporated into coursework. For example, one assignment uses ChatGPT to explore evolution and consider how Darwin might respond to certain questions. Another innovation in the classroom is a project called A Scientist Just Like Me, where students research a historical figure in science. This assignment integrates DEI – typically, the students investigate a scientist of color and then present their findings on how this figure has impacted the field.

The Biology department is exceptionally proactive in fostering student engagement through various platforms, including clubs, conferences, and extensive research opportunities that enhance academic and social experiences. The Biology Club is responsible for having study sessions, attending field trips, and inviting speakers. Often, the speakers are former CCP students who have graduated from the College and have furthered their studies at medical school or pharmaceutical school. Alumni come back to the College to share their journeys with current Biology students. The department also hosts a Clinical Research Trial conference every Spring, led by Dr. Marjaneh Razmara, who facilitates the conference and invites guests from all over the city to talk about clinical trial research. This past year, over 200 students registered to attend the one-day conference. The department also holds a Biology Fair advertising courses to students, where students receive help the same day enrolling in those courses, which helps boost enrollment. Additionally, students conduct independent research similar to what is commonly done at four-year institutions. An example of research conducted by students at the College involves collecting water samples from various bodies of water around Philadelphia and mapping the microbiomes of these samples.

Regarding external connections, Mr. Noyes credited Dr. Powell with introducing the department to the Discovery Center, a natural reservoir in Philadelphia where students visit to learn about ecosystems. Iovance Biopharmaceuticals, an industry partner, invites students on field trips to learn about the biopharmaceutical industry and has also hired students. Students also visit the Jefferson Cadaver Lab (Jefferson University), where they work with the actual organs, brains, livers, and lungs of individuals who have passed away and donated their bodies to science. Another industry partner is the Wistar Institute, which provides internship opportunities to students in the biotechnology field.

Mr. Noyes shared that the department's graduates transfer to area institutions such as Temple University, Penn State University, and the University of Pennsylvania, because the program is a great pipeline to a four-year degree. He also informed the Board that the department provides

strong workforce development for students. Many students go on to become laboratory technicians at various institutions in Philadelphia; other popular career choices include Quality Control Assistant, Research Assistant, and Pharmaceutical or Medical Sales. Dr. Shah emphasized that students also transfer and continue to medical or pharmaceutical school, becoming doctors and pharmacists.

Pastor Mason asked whether the program had official MOUs (Memoranda of Understanding) with different partners and whether the department is looking to add partners. Dr. Tront informed him that there is a MOU with Iovance, and that the department has plans to develop an industry advisory Board.

Trustee Epps asked if the high-income earners who have graduated from the program are encouraged to donate, and if there is any record of them doing so. Dr. Tront informed the Board that the Alumni Association reaches out to them regularly and is starting to do so more programmatically.

Dr. Birge-Caracappa stated there were a few action items recommended for the AA in Biological Sciences and the AS in Biology. One recommendation for the AA in Biological Sciences program is to increase enrollment from the Fall 2023 headcount of 266 to a range between 377-448 by Fall 2029. Another action item is to continue the practice of reviewing and updating course materials, course content, and assignments in response to assessment and survey data. The third recommendation is to establish continuous improvement strategies to assess program learning outcome (PLO) assessment results below the benchmark in General Biology (BIOL 106).

Dr. Birge-Caracappa then stated that one action item for AS in Biology is to increase enrollment from the Fall 2023 headcount of 91 to 133-202 by Fall 2029. The action items regarding assessment are the same as those for Biological Sciences; however, it is also recommended that the program consider streamlining the number of program learning outcomes, as well as BIOL course learning outcomes (CLOs), particularly in courses that have seven or more CLOs, to facilitate systematic assessment.

Trustee Clancy asked whether Biology courses are available at the Northeast Regional Center (NERC). Mr. Noyes informed the Board that there are classes available on the NERC campus. Additionally, the NERC campus is a fast-growing campus for the department's programs, and there are plans to move Genetics, Ecology, and General Biology II courses to that campus. Mr. Noyes did express that there will be more faculty needed to teach those courses at NERC.

Trustee McPherson referenced a few aquaponics farms that could potentially be a pipeline for the College's students. Dr. Stephen Hughes runs the aquaponics farm at Cheney University, and there is also a Black-owned aquaponics farm in South Jersey aligned with Harambee Institute for Science and Technology Charter School. She also inquired whether the College has partnered with the Medical Society of Eastern Pennsylvania, a professional organization of Black physicians. She recommends that the department develop a relationship with the organization due to its mission to increase the pipeline of Black physicians. Mr. Noyes informed the Board that the aquaponics project in the program was started by Solomon Magbity, who implements



aquaponics into his General Biology course and has been running the program for about three to four years on the fourth floor of the West Building on the Main Campus.

Mr. Noyes discussed the future direction of the department. Currently, the department has two certificate programs, the Pre-Doctorate Pharmacy Proficiency Certificate and the Personal Training Certificate. Mr. Noyes is the faculty lead for the Pre-Doctorate Pharmacy Proficiency Certificate, a popular program in partnership with Jefferson University. Upon completing their studies, Pre-Doctorate Pharmacy students receive an AS in Biology, credit for a few other courses related to Biology, Chemistry, and Physics, and a priority review for the Jefferson Doctorate in Pharmacy program. Dean Shah informed the Board that the Temple University Pharmacy dean is interested in creating a transfer agreement with the College that's similar to this partnership with Jefferson University. This opportunity was a result of the initiative of a former CCP student of Mr. Noyes, who furthered his studies at Temple University's School of Pharmacy and expressed his enthusiasm about CCP's AS in Biology program to Temple's dean.

The department also has plans to create two new proficiency certificate programs. These are the Clinical Trial certificate and the Biotechnology certificate. Due to the success of the clinical research trial conferences, the Clinical Trial certificate program is now in development. While enrolled, students will be able to stack the certificate with the AA in Biological Sciences or the AS in Biology. The other new program in the process of being developed is the Biotechnology Certificate, which is due to the success of the College's Aseptic Technician program. While enrolled, Aseptic students will again be able to stack with the AA in Biological Sciences or the AS in Biology, and after earning their certificate from CCP, they'll be able to begin careers in the growing biotechnology sector.

Trustee Jenkins commented that St. Joe's in West Philadelphia might be worth pursuing for an agreement for students in West Philadelphia. Trustee McPherson stated that several Historical Black Colleges and Universities (HBCUs) specialize in pharmacy, such as Xavier University of Louisiana, Howard University, and Spelman University – all of which are potential opportunities to explore transfer agreements. Trustee Mason asked whether there were current partnerships with HBCUs. Dr. Powell informed the Board that the College has had a 30-year-long relationship with several HBCUs through the National Science Foundation (NSF) grant, which includes Cheyney University, Lincoln University, and Delaware State University. This grant targets historically underrepresented STEM students in general, which includes students in Biology. Dr. Powell also informed the Board that Sandra Gonzalez-Torres, Director of Articulation Transfer, leads the articulation transfer agreements.

Dr. Generals asked Dr. Powell to share background information regarding the Louis Stokes Alliance for Minority Participation (LSAMP). Dr. Powell has been the LSAMP project director here at CCP for 30 years and has presented at the National Science Foundation regarding what has been taking place at the College through the grant activity, providing access and support to underrepresented students in STEM. She has a relationship with over 40 pharmacists who have graduated from the College. She is consistently in contact with College alumni across the STEM and Biology disciplines. Dr. Generals added that the great thing about LSAMP is that some students enter the program with developmental math requirements, and those students later

become pharmacists and medical doctors. Mr. Noyes added that Dr. Powell also coordinates a STEM alumni event.

Dr. Jennifer Tront discussed a \$500,000 grant awarded to the department over three years, which will help increase the diversity of the program. The goal of the department is to provide high learning and active engagement with students to ensure they succeed. As part of this, the faculty work together to focus on ways to support Black, brown, and Latino students to close the equity gap. The demographics of the current STEM workforce do not match the demographics of the United States population. As the demographics continue to shift in the next couple of years, the gaps are only going to increase. With the purpose of closing those equity gaps in mind, Dr. Tront wrote a grant and submitted it to the NSF, focusing on transforming biotechnology training here at the College, with the intention of implementing a student-centered approach to promote a diversified STEM workforce.

As a result, the department is creating a pathway to build a pipeline to biotechnology careers in the city of Philadelphia, specifically targeted toward underrepresented minorities in the STEM field. There are three major focuses of the grant within the department. One focus is to create two new biotechnology entry-level courses that will begin by Fall 2025. Two new biotechnology entry-level courses were created with mentors to reduce entry barriers, preparing students for the high entry requirements of the industry in the classroom. The second focus is to update two existing biotechnology courses that were created in 2009. The department has developed industry partnerships to create industry-guided course learning outcomes (CLOs), in order to prepare the College's students to work in the city for future employers. The department has embedded DEI content into every course. The third focus will be the implementation of a student-led, faculty-mentored opportunity to allow students to do research over the course of the semester, aligning them with what students are learning at four-year institutions and in the workforce.

Trustee McPherson asked what is meant by "focus on DEI." Dr. Tront informed the Board that throughout all four courses, the concern of equity is addressed. The department is committed to using open education resources; all four courses have no textbook requirements; and the department has written lab manuals to help reduce the barrier of high-cost course materials for students. In every course, there is a diversity, equity, and inclusion assignment that aligns with the curriculum of the course. For example, the A Scientist Just Like Me resource has been embedded in one of the first courses. For higher-level courses such as BIO 255, there have been course assignments focused on Federal Drug Administration (FDA) regulations and how different biases have impacted different populations. Trustee McPherson suggested that the term DEI may need to be changed in the future as a result of possible upcoming federal regulations.

Trustee Posoff asked how the department learned about the grant. Dr. Tront said that she became aware of the grant program, which is called Innovation in Two-Year College STEM Education, through the National Science Foundation. She learned about the opportunity, completed the grant application, and submitted it last December. The department was informed that they won the award in August; they received the funding in September, and it will last for three years until 2027. Dr. Tront informed the Board that two Biology faculty members are Co-PIs (Principal

Investigators) on the grant along with her, Joe Noyes, and Dominic Salerno. Their affiliation with the grant releases them from one course from their contract for three years.

Trustee Posoff asked how the curriculum will be leveraged, and suggested that the department consider other ways to get more grants. Dr. Tront informed the Board she has already begun working on a follow-up grant to continue building on the foundation of the current grant. The new grant will focus on building bridges to high schools, and will enable high school students to earn a certificate that will make them eligible to enter one of the College's programs after completing high school. She would like to have the department host a summer session. The hallmark of that project is having admissions staff work with the high schools to have the students registered to begin classes at CCP through their engagement with the grant.

Trustee Epps asked to what degree grant funding availability can be correlated to a presidential administration. Dean Shah stated that it is rare for NSF funding to be affected. However, the National Institutes of Health (NIH funding), which includes medical science funding, and FDA funding might get slashed. Trustee Epps asked how the possibility of the dismantling of the Department of Education might impact the College's ability to receive federal funding. Dean Shah answered that one of the biggest things that will happen is in K-12, around Common Core and assessment, which has been a focus even from the past Trump administration. The entire US education system is built on Common Core, and with that gone, it is unclear how grade-school students' learning will be assessed. Dr. Powell added that there will be plenty of funding for cybersecurity, engineering, and data science information systems.

Trustee McPherson gave kudos to the presenters and exclaimed that their enthusiasm gave a glimpse of their success with the students.

Trustee Fulmore-Townsend was also pleased and motioned to consider approving the program for five years unless there were any concerns. Trustee McPherson motioned to approve. Trustee Epps proposed an amendment that ways be found to continue to grow and scale the program. Dr. Marshall expressed those efforts were being made, but they pull faculty out of the classroom, which presents challenges since it is difficult to find qualified faculty to teach BIOL courses, and enrollment growth requires more qualified faculty in the classroom. However, work is being done to hire more faculty – the department is in the queue to hire another visiting lecturer (VL), and there will be a new full-time Biology faculty search this year. The Biology VL will also be a diversity fellow, hired with the intention of creating a pipeline to a full-time position so we can continue to increase diversity among the faculty.

Trustee Clancy asked whether it was easier to find part-time faculty. In that instance, perhaps classes could be offered in the evenings or on a different schedule. Dr. Marshall stated that it depends on the level of the class and the expertise that is needed. Dr. General added that there have been historical issues with commitment from part-time faculty who have other options to teach at other institutions and/or full-time jobs outside of teaching at CCP.

Dr. Marshall also stated that our faculty currently do not adequately reflect our student population. For Fall 2024, 72% of our faculty are white, and 30% are faculty of color. However, the last group of 20 faculty that we just brought in is 65% faculty of color, thus more closely

mirroring our student demographic. Trustee Ireland stated that the DEI approach has to be more than just a grant-funded operation.

Dr. Powell shared that she will continue to build links with new faculty and alumni so they can maintain relationships with the College. Institutional Advancement has its role, but faculty are bound to their students, and there's a relationship there that can be maintained every time. Dr. Zanjani informed the Board that per the Alumni Director, Louisa Kopp, alumni giving in 2022 was less than \$1,000. In the 2023 fiscal year, it went up to \$5,430. In fiscal year 2024, we're at almost \$12,000. Now, five months into the 2025 fiscal year, we're looking at topping \$15,000. This demonstrates the impact when you have someone truly dedicated to alumni engagement and retention.

Trustee Epps inquired about whether the College was intentional about having students engaged in summer programs. Dr. Powell stated that in October, the College held information sessions at the Center for MechanoBiology at the University of Pennsylvania, as well as the Children's Hospital Center for Translational Medicine. She has also arranged to have someone visit to talk about Princeton's Plasma Physics Lab, and a speaker from the Department of Defense to discuss smart scholarships, which provide a guaranteed post-graduation job with the Department of Defense and a stipend while in school. Trustee Epps also asked whether there were programs for high school students. Dr. Powell informed him that there is a Jr. STEM Academy under Dave Thomas.

The Board approved the Biology programs for five years, including an update in two years regarding grant activity and funding related to grants. Trustee Fulmore-Townsend asked for a motion to adjourn the meeting. All were in favor.

**COMBINED MEETING OF THE BUSINESS AFFAIRS AND EXECUTIVE  
COMMITTEES OF THE BOARD OF TRUSTEES  
Community College of Philadelphia  
Thursday, November 20, 2024 – 9:30 AM**

**Present for the Business Affairs Committee:** Ms. Mindy Posoff, (presiding), Mr. Rob Dubow (via zoom), Mr. Timothy Ford, Ms. Keola Harrington (via zoom), Mr. Jeremiah White (via zoom), Pastor Jonathan Mason (via zoom)

**Present for the Executive Committee:** Mr. Harold Epps (Chair, via zoom), Ms. Roz McPherson (via zoom), Ms. Mindy Posoff (in person), Mr. Jeremiah White (via zoom), Ms. Sheila Ireland (via zoom)

**Present for the Administration:** Dr. Donald General, Dr. Shannon Rooney, Mr. Jacob Eapen, Dr. David Thomas, Dr. Alycia Marshall, Dr. Mellissia Zanjani, Ms. Carolyn Flynn, Esq., Mr. Derrick Sawyer, Mr. Gim Lim, Ms. Marsia Henley, Mr. John Wiggins, and Dr. Darren Lipscomb

**Guests:** Dr. Judith Gay, Vice President Emerita (via zoom)

Ms. Posoff called the meeting to order at 9:30 AM. Ms. Posoff announced that the Board of Trustees met in Executive Session prior to the start of the meeting to discuss personnel and legal matters. Ms. Posoff highlighted the agenda items, and asked Mr. Eapen to proceed with the first agenda item.

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

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

**(1) Contract with Ellucian Professional Services for Banner ERP Operational Support (Action Item)**

**Discussion:** Mr. Eapen stated that since 2002, CCP has been using the Ellucian Banner software that works as an institution-wide solution to manage all aspects of our student management, human resources, and financials.

ITS, the Information Support Services (Application Group) is responsible for the analysis of business functions; the development, maintenance, administration of software applications; training users and proper use of software; and the design, development, and administration of databases.

Mr. Eapen stated that Ellucian has been in business since 1968 and serves 2,700 institutions in 50 plus countries across the globe and is the provider of the Banner software. Ellucian also offers a range of professional services such as application software implementation, training, education and management consulting. Ellucian has the experts to deal with multiple application needs of the College.

With applications, staff retiring and being unable to fill open vacant positions, it would be optimal to consider leveraging Ellucian resources for continued operational support moving forward. Ellucian has been providing these services, and we are pleased with their service.

Staff requests that the Business Affairs Committee recommend to the full Board that the College invest not to exceed \$145,000 with Ellucian professional services for ongoing operational support. The funds for this contract will be from the operating budget.

Mr. Dubow asked whether the Ellucian payment for next year is consistent with the amount paid last year. Ms. Eapen responded that the payment is increased because the Ellucian will be expanding the services that it is providing in the upcoming year. Also, Mr. Eapen confirmed that the payment is rolling.

**Action:** Mr. Dubow motioned, and Mr. Ford seconded the motion to recommend to Board of Trustees that the College invest not to exceed \$145,000 with Ellucian professional services for ongoing operation support. The funds for this contract will be from the operation budget. This motion passed unanimously.

## **(2) Renewal of Trion/MMA Contract (Action Item)**

**Discussion:** Mr. Eapen stated Trion, a Marsh McLennan Agency (MMA), LLC, is the College's benefits consultant. Trion/MMA provides services related to the administration of the College's "best in class" benefits plans, including an online benefits administration platform.

Ms. Hutcherson stated that CCP has been with Trion for five (5) years. Ms. Hutcherson also stated that CCP has a complex benefits package because the collective bargaining agreements drive the benefits. Trion has been helpful with regulations, working with our vendors, and with open enrollment.

Attachment B contains a stewardship summary capturing a high-level overview of the Consulting and Financial services performed over the past 5 years. Trion achieved over \$2.7M savings/cost avoidance for CCP through renewal negotiations related to proposed vendor/carrier premium and fee increases.

Attachment C contains MMA's 2003 Diversity, Equity, & Inclusion report, which speaks to the current initiatives in place to support and advance the company's commitment to DEI. The Leads assigned to the College's account are a White/Female, for consulting services

and a Black/Male for administrative services. The demographics for the entire team are: 3 white males, 2 white females, 1 Asian male, 1 black female, and 1 black male.

Ms. Hutcherson stated that the local Trion team is located in Conshohocken, PA. The parent company, Marsh & McLennan Cos. (MMC), has an office in Philadelphia located at 1717 Arch Street. Clients who are business agents of the City of Philadelphia are Defender Association, Urban Affairs Coalition, the Philadelphia Zoo, and North Inc.

Ms. Henley referred to [Attachment C](#) regarding the demographics of Trion.

Ms. Hutcherson stated that the college is exploring to work with PeopleJoy who is a minority owned firm. Ms. Hutcherson stated that PeopleJoy will provide assistance to CCP employees in applying for Public Student Loan Forgiveness and to provide consultation services to assist with student loan repayments.

Mr. Epps stated that he is an unpaid advisor to PeopleJoy.

The College requests that the Business Affairs Committee recommend to the full Board the renewal of the Trion Contract in the amount of \$215,000 annually for two years, effective January 1, 2025 through December 31, 2026. The funds will be paid from the Operating Budget. Mr. Epen stated that there is an increase in cost of services for next year because there was an increase in employee retirees.

**Action:** Mr. Ford motioned, and Mr. Dubow seconded the motion to recommend to the Board of Trustees to renew the Trion Contract in the amount of \$215,000 annually for two years, effective January 1, 2025 through December 31, 2026. The funds will be paid from the Operating Budget. The motion passed unanimously.

### (3) **Design for Welcome Center and Enrollment Project (Action Item)**

**Discussion:** Mr. Epen stated that staff seeks approval to engage Alexander Perry Inc. for architectural design services to prepare documentation for construction for the relocation of the Welcome Center and Enrollment offices. The project includes the renovation and modernization of the existing transaction windows in Bonnell lobby and office renovations to BG-41, BG-38, and MG-21.

Mr. Wiggins stated that the College has a contract with Alexander Perry Inc. for \$99,000. Alexander Perry, Inc is a female minority owned Philadelphia based firm. The Enrollment Services will be centrally located in the Bonnell Building. Mr. Wiggins also stated the need to add fire doors which is a life safety concern.

Additional architectural design for emergency egress for Mint Building and construction coordination for multi prime contracting in the amount of \$36,625 is required to complete the projects.

Staff requests that the Business Affairs Committee recommend to the full Board to approve the contract with Alexander Perry, Inc. (MBE) to increase the contract by \$36,625 for a total of \$135,625 to perform the work specified. These funds will be paid from the capital

budget.

**Action:** Mr. Dubow motioned, and Mr. Ford seconded the motion to recommend to the Board of Trustees to contract with Alexander Perry, Inc. (MBE) to increase the contract by \$36,625 for a total of \$135,625 to perform the work specified. These funds will be paid from the capital budget. The motion passed unanimously.

**(4) McGoldrick Change Orders (Action Item)**

**Discussion:** Ms. Flynn stated that staff seeks approval of payments of \$390,000 for change orders related to the Career & Advanced Technology project and \$306,256 for changed orders related to the Learning & Library Commons project to McGoldrick Electric, Inc. The College has confirmed that these change orders are consistent with the work provided by McGoldrick, and Ms. Flynn stated that the payments are consistent with the strategy that was previously discussed with the Board of Trustees.

Staff requests that the Business Affairs Committee recommend to the Board of Trustees to approve the payment of \$390,000 for the Career & Advanced Technology project and \$306,256 for the Learning & Library Commons project to McGoldrick Electric, Inc. The amount of \$390,000 for CATC will be paid from the New Market Tax Credit and \$306,256 for Learning & Library Commons will be paid from the bond issue.

**Action:** Mr. Ford motioned, and Mr. Dubow seconded the motion to recommend to the Board of Trustees to approve the payment of \$390,000 for the Career & Advanced Technology project and \$306,256 for the Learning & Library Commons project to McGoldrick Electric, Inc. The amount of \$390,000 for CATC will be paid from the New Market Tax Credit and \$306,256 for Learning & Library Commons will be paid from the bond issue. The motion passed unanimously.

**(5) Next Meeting – Business Affairs Committee of the Board of Trustees (Information Item)**

The next meeting of the Business Affairs Committee is scheduled for Wednesday, January 15, 2025 at 9:00 AM. The public session of the Business Affairs Committee meeting adjourned at 10:30 am.



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

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

Ellucian Professional Services Contract  
Trion/MMA Contract  
Alexander Perry, Inc.  
McGoldrick Change Orders

**Action:** Mr. Ford moved and Ms. Posoff seconded the motion that the Executive Committee of the Board of Trustees that the College invest not to exceed \$145,000 with Ellucian professional services for ongoing operation support. The funds for this contract will be from the operation budget. This motion passed unanimously.

**Action:** Mr. Ford moved and Ms. Posoff seconded the motion that the Executive Committee of the Board of Trustees to renew the Trion Contract in the amount of \$215,000 annually for two years, effective January 1, 2025 through December 31, 2026. The funds will be paid from the Operating Budget. This motion passed unanimously.

**Action:** Mr. Ford moved and Ms. Posoff seconded the motion that the Executive Committee of the board of Trustees approval to contract with Alexander Perry, Inc. (MBE) to increase the contract by \$36,625 for a total of \$135,625 to perform the work specified. These funds will be paid from the capital budget. This motion passed unanimously.

**Action:** Mr. Ford moved and Ms. Posoff seconded the motion that the Executive Committee of the Board of Trustees that the College invest not to exceed \$145,000 with Ellucian professional services for ongoing operation support. The funds for this contract will be from the operation budget. This motion passed unanimously.

**The Business Affairs Committee and Executive Committee of the Board of Trustees went into Executive Session.**

Executive Session included discussions of negotiations, personnel, and legal matters.

The Executive Committee resumed the public session at 11:20am.

- (2) **Bylaws Revisions to add Student Representative (Action Item)**

**Discussion:** Ms. Flynn explained that, pursuant to Article VIII (Miscellaneous) of the Bylaws, "By-laws may be adopted, amended or repealed by the affirmative vote of two-thirds of the Trustees present at any regular or special meeting." Staff seeks approval to amend the College's Bylaws to permit the College's Student Government Association President to serve as a non-voting ex-officio member of the Board of Trustees, subject to the proposed terms stated in Exhibit D to the agenda, with some proposed revisions to correct typos.

Staff requests that the Business Affairs Committee recommend to the Board of Trustees to approve the proposed amendment to the College's Bylaws to permit the College's Student Government Association President to serve as a non-voting ex-officio member of the Board of Trustees in accordance with the terms stated in the proposed revisions in Exhibit D with typo corrections.

**Action:** Ms. Posoff moved and Mr. Epps seconded the motion that the Executive Committee of the Board of Trustees recommend to the Board of Trustees to approve the proposed amendment to the College's Bylaws to permit the College's Student Government Association President to serve as a non-voting ex-officio member of the Board of Trustees in accordance with the terms stated in the proposed revisions in Exhibit D with typo corrections.

The public session of the Executive Committee meeting adjourned at 11:30 am.

**ATTACHMENT A**  
**FUNDING FOR ACTION ITEMS**

**COMBINED MEETING OF THE BUSINESS  
AFFAIRS AND EXECUTIVE COMMITTEES OF  
THE BOARD OF TRUSTEES**

**AGENDA: November 20, 2024**

<b>Agenda No.</b>	<b>Vendor/Consultant</b>	<b>Amount</b>	<b>Source</b>
1	Ellucian Professional Services	\$145,000	Operating Budget
2	Trion/MMA	\$215,000	Operating Budget
3	Alexander Perry, Inc.	\$135,625	Capital Budget
4	McGoldrick	\$390,000 \$306,256	New Market Tax Credit Bond Issue

## **ATTACHMENT B**

### Stewardship Summary



Marsh McLennan  
Agency

# Stewardship Summary

Community College of Philadelphia

11/12/2024

**Your future is limitless.<sup>SM</sup>**

# Services currently being performed

## *Strategic planning*

- Market overview
- Business objectives
- State of the Market Update
- Benchmarking
- Strategy development and plan management
- Stewardship review

## *Financial management*

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

## *Client service*

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

## *Specialty practice expertise*

- Voluntary Benefits
- Custom Communications
- Technology Consulting & Administrative Services
- Stop Loss Panel

## *Compliance*

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

## *Benefits administration*

- Plansource Technology Solution
- Cobra Administration

## *Vendor management*

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

## *Value added services*

- Mineral (ThinkHR)
- Well-being Your Way
- Medicare Part D Creditability Testing
- Non-Discrimination Testing

# Financial Stewardship

2020 through 2023 Plan Years (Partnership Began in 2020)

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

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

Category	2022 Financial Stewardship	Result
Medical	<ul style="list-style-type: none"> <li>ASO fees under 3 year rate guarantee</li> </ul>	
Dental	<ul style="list-style-type: none"> <li>No changes to fully insured rates or ASO fees</li> </ul>	
Life and Disability	<ul style="list-style-type: none"> <li>Negotiated one year extension of current rates to align marketing with union negotiations</li> </ul>	No Rate change despite poor claims experience
Stop Loss	<ul style="list-style-type: none"> <li>Sun Life renewal +49.1%</li> <li>Conducted marketing; Moved to Granular with +0.4% rate increase</li> </ul>	\$905,000 Cost Avoidance

# Financial Stewardship

2023 through 2024 Plan Years (Partnership Began in 2020)

Category	2023 Financial Stewardship	Result
Medical	<ul style="list-style-type: none"> <li>Negotiated three year renewal with no cost change in year 1; 3.5% increase year 2 and 1.8% increase in year 3</li> </ul>	<b>\$14,600 Year 1 Cost Avoidance</b>
	<ul style="list-style-type: none"> <li>Union Negotiations - Contribution and Plan Design modeling</li> </ul>	
Rx	<ul style="list-style-type: none"> <li>Conducted marketing; Stayed with CVS; negotiated improved rebates</li> </ul>	<b>\$520,000 Savings (Cal Year 2024) up to \$1.6M three year savings</b>
Dental	<ul style="list-style-type: none"> <li>No changes to fully insured rates or ASO fees</li> </ul>	
Life and Disability	<ul style="list-style-type: none"> <li>No change to rates for 24 months; conducted marketing to validate pricing</li> </ul>	
Stop Loss	<ul style="list-style-type: none"> <li>Granular renewal +8.8%</li> <li>Conducted marketing; Renewed with Granular with no rate change</li> <li>Increased deductible from \$250k to \$275k for 10.4% additional premium reduction</li> </ul>	<b>\$148,625 Cost Avoidance \$174,020 Hard dollar savings</b>

Category	2024 Financial Stewardship	Result
Medical	<ul style="list-style-type: none"> <li>ASO fees under 3 year rate guarantee</li> </ul>	
Dental	<ul style="list-style-type: none"> <li>No changes to fully insured rates or ASO fees</li> </ul>	
Life and Disability	<ul style="list-style-type: none"> <li>Under 24 month rate guarantee</li> </ul>	
Stop Loss	<ul style="list-style-type: none"> <li>Granular renewal +17.6%</li> <li>Conducted marketing; Renewed with Granular with -1% rate reduction</li> </ul>	<b>\$256,000 Cost Avoidance; \$14,000 Hard dollar savings</b>

***Our partnership achieved \$710K in hard dollar savings and \$2.009M in cost avoidance for CCP***



# Representative team

Community College of Philadelphia

**Ron Encarnacion**  
**Client Executive**  
*(Filipino-American)*

**Charles Haub**  
**Relationship Manager**  
*(White male)*

**Joy Ringo**  
**Stop Loss Sr. Consultant**  
*(Black female)*

**Karey Kelly**  
**Strategic Account Executive**  
*(White female)*

**Jamaal Marshall**  
**Sr. Technical Analyst**  
*(Black Male)*

**Jason Kaminski**  
**Sr. Financial Leader**  
*(White male)*

**Lauren Conley**  
**Sr. Benefit Consultant**  
*(White female)*

**Chris Riley**  
**Client Service Manager**  
*(White male)*

**Marsh McLennan**

# **ATTACHMENT C**

## **Diversity, Equity, & Inclusion 2023 Report**



MarshMcLennan  
Agency

WHO YOU ARE IS WHO WE ARE

# DIVERSITY, EQUITY, & INCLUSION

2023 report

Your future is limitless.™

[MarshMMA.com](https://www.marshmma.com)





1 | Marsh McLennan Agency

1 | Marsh McLennan Agency





# 2023 Diversity, Equity, & Inclusion Impact Report

**At Marsh McLennan Agency, we're committed to Diversity, Equity, & Inclusion (DE&I).**

It's not just a passing trend for us - these practices are woven into the fabric of our organization, reflecting who we are, what we believe, and how we collaborate to build an inclusive and limitless future for our colleagues, clients, and communities.

Our culture fully embraces, celebrates and promotes the many backgrounds, heritages and perspectives of our colleagues and clients. We believe a deep commitment to fostering DE&I best practices is critical for attracting talented people, serving our clients, and generating creative business solutions. By embracing and celebrating DE&I, we seek to foster an environment where everyone feels valued, respected, and empowered to contribute their best.

- 3** Our journey
- 5** Support at every level
- 13** Nurturing growth from the inside out
- 15** Who you are is who we are
- 19** Giving back
- 21** Advancing DE&I in our industry
- 25** Recognition

◀ Pictured to the left: MMA's Enterprise DE&I Council convenes in San Diego, CA, August 2023



# Our journey

MMA has grown tremendously over the past 15 years as new firms, colleagues, clients, and communities become part of our family. Parallel to that growth, our DE&I journey continues to evolve. We recognize that everyone is at different points in their personal DE&I journey. Whether you're a seasoned DE&I champion, or you're just starting out, we aim to build an inclusive strategy that allows everyone the opportunity to join us on the path forward.



## OUR ROOTS

Formed in 2008, MMA's early years see the company growing its geographical footprint with the addition of new firms that bring new colleagues, new passions and new perspectives to the organization, each at different points in their DE&I journeys.



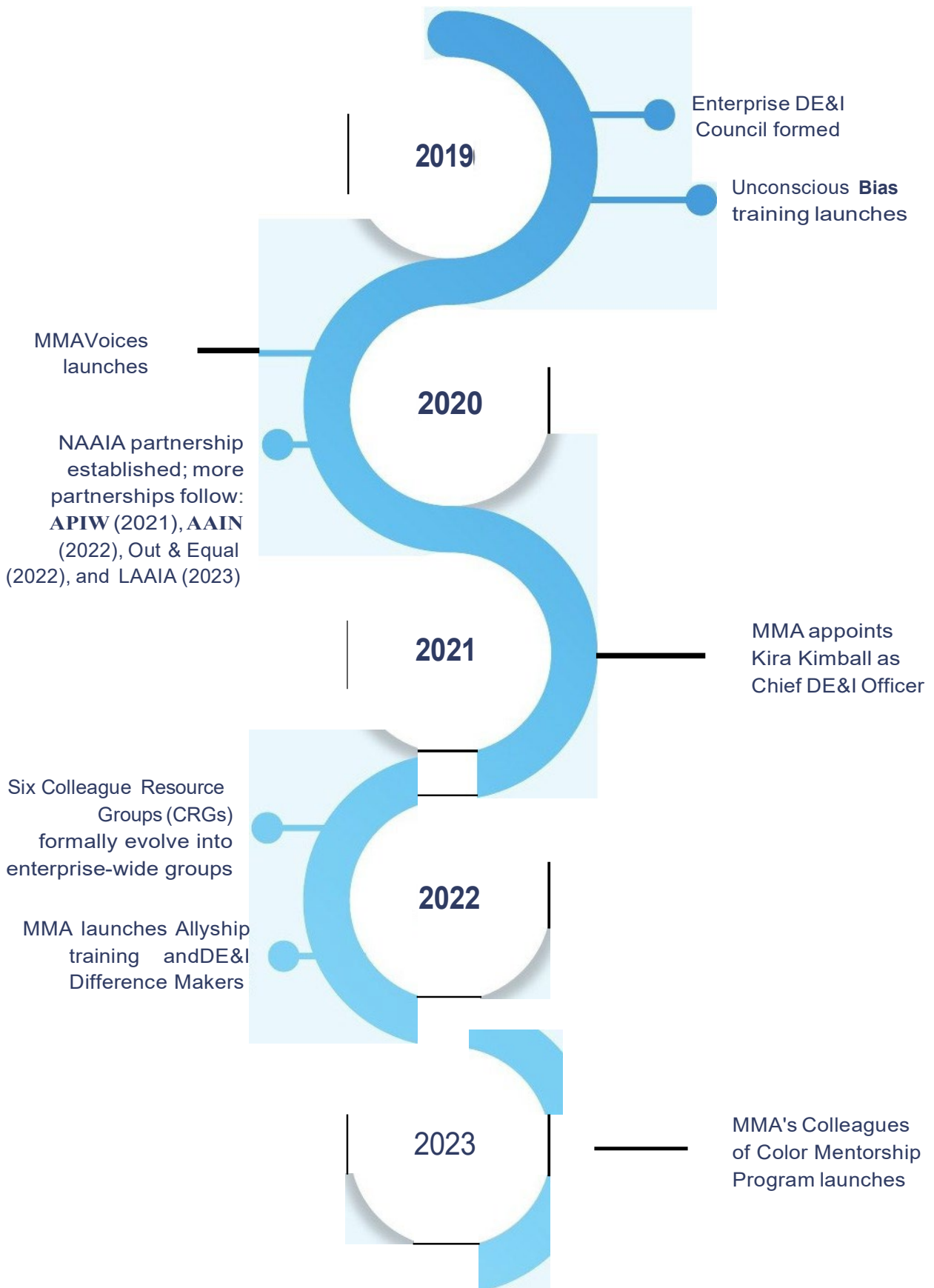
## FORMING CONNECTIONS

Colleagues across MMA begin to connect and collaborate organically. Initiatives that were once localized begin to expand their presence, driving support, engagement, and alignment for DE&I across the organization.



## RECENT DEVELOPMENTS

Today, MMA has more than 10,000 colleagues, and serves clients and communities from over 180 locations across North America. As we grow and evolve, so do our DE&I resources, strategy, and structure.



# Support at every level

Our DE&I initiatives are primarily colleague-led and informed by the ever-advancing passions and perspectives of our people. At every level of our organization, MMA has councils of committed colleagues advancing DE&I.

## CHIEF DIVERSITY, EQUITY AND INCLUSION OFFICER

In the fall of 2021, MMA welcomed Kira Kimball as its first Chief Diversity, Equity, and Inclusion Officer. As CDE&IO, Kira provides strategic leadership and supports organizational goals.



Kira is one of the founding members of the DE&I Advisory Committee for the Council of Insurance Agents & Brokers and will assume the chair role. Kira is also a member of the IDEA Committee for the Insurance Industry Charitable Foundation and on the national board of directors for the Association of Professional Insurance Women. Lending her DE&I expertise to Dive In, The Institutes and many other industry organizations, she is a sought-after speaker.

## DE&I COUNCILS

Established in 2019, MMA's Enterprise DE&I Council, comprised of representatives from across MMA's footprint, develops and implements strategies that align with the organization's DE&I goals. MMA also has Regional DE&I Councils focused on developing goals and strategies tailored to their region's unique needs, along with supporting the implementation of enterprise initiatives within their geographies.

## COLLEAGUE RESOURCE GROUPS (CRG)

MMA CRGs are dedicated to promoting and advocating for a more inclusive work environment. They provide opportunities for our colleagues to grow, engage, learn, celebrate, and honor their identities. MMA has six enterprise-wide CRGs, and growing, with many more existing at the regional level to serve the needs and interests of the local colleagues in various geographies.



## WE HAVE SIX ENTERPRISE-WIDE CRGS AT MMA AND GROWING





## ASIAN COLLEAGUE RESOURCE GROUP (ACRG)

MMA’s ACRG is dedicated to providing a forum for Asian American and Pacific Islander (AAPI) colleagues and their allies to connect and support one another. The ACRG is committed to promoting and cultivating learning for colleagues through professional and cultural enrichment activities while celebrating AAPI heritage.

### 2023 MEMBERSHIP: 46

“I truly appreciate all the connections I’ve made at MMA through the ACRG. It’s so great to have all the support from people who really understand, and I appreciate the opportunity to tell my story. I’m glad I don’t have to be afraid to share and I can help others learn.”

**Stacey Le, Client Executive,  
Upper Midwest Region**



## BLACK LIVES AFFECTING CHANGE AND COLLABORATION (BLACC)

BLACC is focused on awareness, advocacy and allyship for the collective of Black and African-American colleagues across MMA. In 2023, this CRG reimagined its purpose with the goal of maximizing its impact. In addition to its history centered around networking and career development, BLACC's expanded focus includes advocacy and awareness of Black empowerment, excellence, and leadership with the help of allies in the insurance industry.

### 2023 MEMBERSHIP: 143

“BLACC reimagined inspires to be a catalyst that sparks change at MMA and beyond. In near future, we hope to see more people from underrepresented groups in the insurance industry.”

**Whitney White, Senior Culture & DEI  
Consultant, Enterprise BLACC Chair,  
Upper Midwest Region**





## COLORES

COLORES is an MMA CRG created by and for Hispanic and Latinx colleagues. COLORES' mission is to celebrate our diverse heritage, share resources for personal and professional growth, and raise awareness as a counterpoint to historical and institutional discrimination.

# COLORES

### 2023 MEMBERSHIP: 144

"Being part of COLORES has been like a dream come true for me in the sense that it is an intimate space where we can come together as who we truly are. We can discuss topics that we are extremely passionate about, allowing us to share our personal experiences without fear of judgment."

**Guadalupe Navarro, Senior Client Manager, Northwest Region**



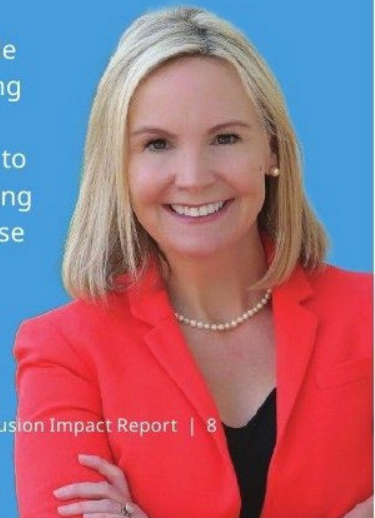
## GROWTH IN RELATIONSHIPS AND OPPORTUNITIES FOR WOMEN (GROW)

GROW is focused on SURROting colleagues who identify as women with their personal and professional development, to help them realize their value and see limitless opportunities, while fostering a strong network of colleague and community allies. GROW is MMA's earliest CRG, beginning as early as 2010 at legacy firm, Barney & Barney.

### 2023 MEMBERSHIP: 250

"Our industry is powered by a formidable female presence, with women comprising over 60% of our workforce. GROW has provided us with a voice and a platform to share our successes and struggles, uniting us and serving as a guiding light for those seeking a community."

**Tinsley English, SVP, BI Operations Leader, Southeast Region**



2023 Diversity, Equity, & Inclusion Impact Report | 8





## SALUTE

SALUTE is an MMA CRG centered on veterans, and their families and allies. SALUTE's mission is to provide a place to share resources, facilitate open discussion, celebrate the veteran experience and recruit & retain

veteran talent. In 2023 SALUTE chose to honor veterans by organizing a fundraising campaign for Homes For Our Troops. A total of \$95,435 was raised to support the organization, which builds accessible homes for injured combat veterans and their families.

# \*SALUTE

Veterans | Family | Friends

### 2023 MEMBERSHIP: 131

"When I realized MMA didn't have a military-focused CRG, I took the initiative and started one. It grew like wildfire. SALUTE fulfills my innate desire to help others, by giving my fellow colleagues the resources they need to be able to help their communities."

**Angela Taylor, Receptionist,  
Founder and Chair of SALUTE,  
Upper Midwest Region**



## SPECTRUM

MMA's SPECTRUM CRG provides a forum and safe space for LGBTQIA2S+ colleagues to connect and support each other and celebrate LGBTQIA2S+ communities. In June 2023, SPECTRUM celebrated PRIDE with its #YouKnowUs campaign, spotlighting colleagues across the MMA footprint, in affirmation that many of the LGBTQIA2S+ community are among our colleagues, friends, and family.

### 2023 MEMBERSHIP: 314

"I love that I can connect with fellow LGBTQIA2S+ colleagues and allies, even if we don't work in the same region. We have a community that understands both the hurdles and joys of being LGBTQIA2S+ in the industry and that is not something that a lot of places have, I feel very grateful!"

**Katelyn Spencer, Operations  
Coordinator, Midwest Region**



# SPECTRUM









## **MEET A FEW OF OUR REGIONAL CRGS**

Beyond our enterprise CRGs, many more exist at the regional level to serve the needs and interests of the local colleagues in that geography.

## FIRST PEOPLES (NORTHWEST)

First Peoples CRG is focused on building a strong support network for Native American, Indigenous colleagues and allies, as well as cultivating allyship through building awareness and providing education.

"Working to build the First Peoples CRG has been more than rewarding for me. We recognized a need in our region for a space for collaboration and education, as well as a support system, for Native American and Indigenous colleagues, and their allies, who come from the land we all live, work, and play on."

**Whitney Brown, Learning & Development Specialist,  
Northwest Region**

## FIRST PEOPLES

1111•11 NORTHWEST



## MINDS MATTER (MID-ATLANTIC)

The Minds Matter CRG is focused on mental health and well-being, providing resources and support to colleagues impacted by mental health, whether personally, as a caregiver, through a family member or friend, or as an ally.

## MINDS(MATTER)

A Marsh McLennan Agency Colleague Resource Group

## UPLIFT (WEST)

Uplift's mission is to create a safe, uplifting, and empathetic space for colleagues with disabilities, diseases, and mental health challenges to provide support and education.

## .it... UPLIFT

Disabilities, Diseases, Mental Health

# Nurturing growth from the inside out

## UNCONSCIOUS BIAS AND ALLYSHIP TRAINING

MMA's **Unconscious Bias Workshops** launched in 2019, teaching colleagues the skills to recognize their unconscious bias and how to lessen its impact in the workplace.

In 2022, MMA built upon this foundational learning with our **Allyship Workshops**, where colleagues learn the skillsets and mindsets of what it means to be an ally.



of active colleagues have completed Unconscious Bias training since 2019.



of active colleagues have completed Allyship training since 2022.



## DE&I LEARNING PROGRAM

In 2023, MMA released a DE&I Learning Program, a curated, introductory learning plan that addresses DE&I workplace fundamentals.



## COLLEAGUES OF COLOR MENTORSHIP PROGRAM (COCMP)

In 2023, MMA introduced the Colleagues of Color Mentorship program. The inaugural program cohort comprised 60 mentor/mentee relationship pairings, based on shared characteristics, interests, and ability to build trusting relationships together. Going above and beyond traditional mentorship, the program aimed to:

- Welcome participants to show up fully with their identities and lived experiences
- Invite mentors to help mentees overcome systemic barriers that can prevent mentees from self-advocacy
- Provide opportunities for awareness-building and support to foster growth, reflection, and trust among both mentees and mentors

**94% of mentees**  
**97% of mentors**  
had a favorable experience  
participating in COCMP

**91% of mentees**  
**96% of mentors**  
would recommend the  
COCMP program to a peer

**Over90%**  
of COCMP mentoring  
relationships will continue

### Mentor/Mentee pair Tim Fleming, CEO of Upper Midwest, and Kayo Williams, Accounting Representative, speak on their COCMP experience:



"Kayo has really inspired me to lean in, and I know that we're on the right track with DE&I. Diversity brings out the best in us - and when we really get this right, we reflect what our clients, colleagues and communities look like."



"It's important for mentors and mentees to develop a safe and open space to communicate, and my mentor and I were able to do that upfront. By establishing common ground around our goals and experiences, Tim and I fostered mutual trust and understanding, setting the stage for success in our relationship."

# Who you are is who we are

Our motto, "Who you are is who we are," reflects our belief that every individual brings a unique set of experiences, perspectives, and talents that enrich our organization and drive our success. MMA has two dedicated initiatives aimed at elevating our colleagues' voices: **DE&I Difference Makers** and **MMA Voices**.

## DE&I DIFFERENCE MAKERS

In this video series, Kira Kimball highlights and interviews MMA colleagues making a difference in DE&I.



### **Angela Lee, Director of National Claims Operations**

Angela helped create the Asian American Insurance Network, which provides networking and resources for Asian and Pacific Islander professionals in the industry.

[\(0\) WATCH ANGELA'S EPISODE ON MMA'S YOUTUBE](#)



### **Bruce Morton, Sr. Risk Control Consultant, Upper Midwest Region**

Bruce formed the Wisconsin Construction Wellness Community nonprofit with a vision of decreasing stigma and driving mental health awareness for those in the industry.

[\(0\) WATCH BRUCE'S EPISODE ON MMA'S YOUTUBE](#)



### **Georgette Kores, Sr. Health Management Consultant, Florida Region**

Georgette is an advocate for people with disabilities, and author of a book aimed at empowering people to learn and have conversations about disability.

[\(0\) WATCH GEORGETTE'S EPISODE ON MMA'S YOUTUBE](#)

## MMA VOICES

MMA Voices provides a platform and opportunities for our colleagues with diverse backgrounds and perspectives to share their voices. Engaging panel conversations bring to light colleague-lived experiences around societal challenges and injustices. Born in the aftermath of the murder of George Floyd, MMA Voices provided a platform for Black colleagues to be heard, and for colleagues to come alongside them with care. The series has gone on to address topics such as anti-Asian racism and mental health in the wake of the Covid-19 pandemic, and continues to explore matters at the heart of our colleagues' experiences. Through these conversations, we aim to not only raise awareness but also promote understanding, empathy, and allyship among our colleagues.

The first MMA Voices event Social Unrest & Its Colleague Impact held on June 25, 2020 was attended by 831 colleagues.

### MMA Voices topics have included:

**Mental Health  
& Well-Being in the  
"New Normal"**

**Social Unrest  
& Its Colleague  
Impact**

**Inclusion in the workplace  
cohosted by MMA COLORES c'RG**

**To Come Out, or  
Not to Come Out,  
A Daily Decision**

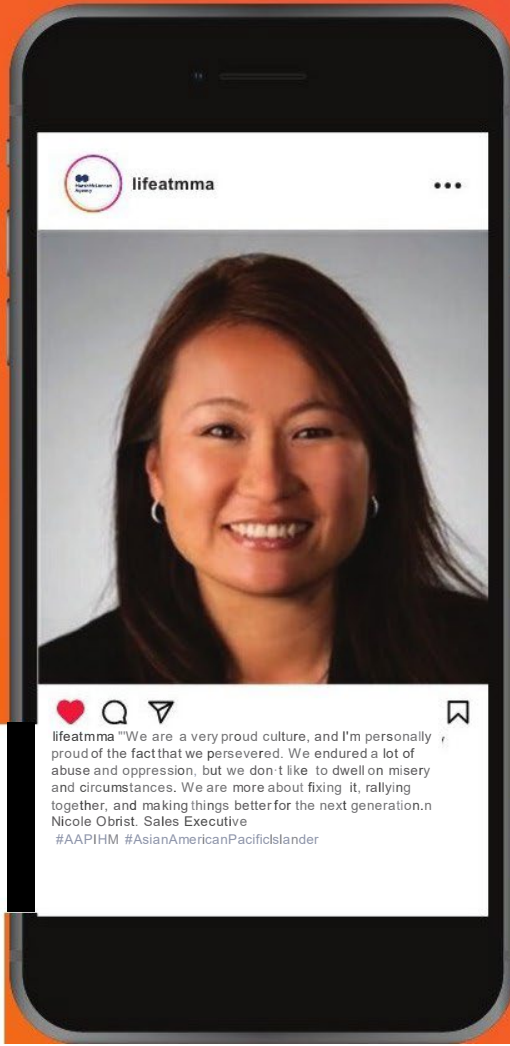
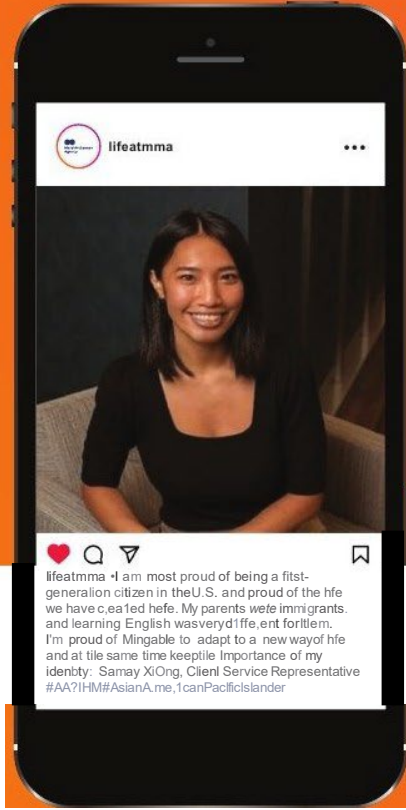
**Supporting Our  
Veterans**

**Addressing  
Anti-Asian  
Racism**

**Women in the  
Workplace**

# Meet our colleagues

Follow Marsh McLennan Agency on Instagram at @LifeAtMMA







# Giving back

Serving the communities in which we work and play is central to our DE&I mission and MMA's greater purpose.

## IN 2023, OUR COLLEAGUES:



\*Numbers are based off only events recognized and recorded in our internal social impact platform. They do not represent the entirety of colleague's impact in their communities.



**VIEW OUR 2023 COMMUNITY IMPACT REPORT ON [MARSHMMA.COM](https://www.marshmma.com)**

In addition, each year since 2020, MMA's Enterprise DE&I Council has awarded monetary donations to organizations that align with our mission.

### **Some of the organizations we've supported include:**

- Human Rights Campaign Foundation
- Doctor without Borders
- Homes for Our Troops
- Urban League
- Cristo Rey Network
- INROADS



# Advancing DE&I in our industry

## DE&I CONSULTING

MMA provides holistic solutions for the well-being of our clients' business and workforce. We believe that embracing diversity, equity, and inclusion is a critical step to creating and sustaining a thriving workplace culture. Our DE&I consulting team helps clients develop clear DE&I strategies and initiatives that align with their business goals.

By providing assessments, training, and consulting, our strategic approach helps clients achieve their desired outcomes, and move the DE&I needle.

### MMA's DE&I consulting practice has:



Facilitated DE&I awareness training for approximately 2,500 individuals



Provided Unconscious/Implicit Bias training for over 1,000 individuals



Conducted over 100 training sessions in 2023





Each year, the National African American Insurance Association (NAAIA) hosts a talent development competition featuring student teams from historically Black colleges and universities as they present on groundbreaking business solutions.

For the 2nd consecutive year, MMA served as coach and sponsor for the student team of Florida A&M University. The FAMU team has reached the winner’s podium both years – securing 2nd place in 2023.

## RECRUITING ANDHIRING PRACTICES

Our goal is that MMA's colleague demographics reflect the backgrounds, heritages, and perspectives of our communities.

**Here are just a few of the ways MMA strives to elevate our ability to hire from non-traditional and diverse talent pools:**



Partnering with organizations to help create pathways for diverse and underrepresented talent



Collaborating with community and campus organizations that connect diverse talent to employment opportunities



Implementing measures to remove bias from job descriptions and creating educational programming on best practices throughout the candidate journey

## PARTNERSHIPS

MMA is proud to partner with many carriers as well as workplace and industry organizations that share our commitment to DE&I. Through these relationships, MMA and our colleagues have collaborated on DE&I initiatives and education, expanded our networks, fostered connections with diverse talent candidates, and gained valuable insights into the latest trends and best practices. By joining forces, we make an even greater impact. In addition to those listed here, MMA's expanded network through Marsh McLennan provides partnership opportunities with several other organizations dedicated to making a difference with DE&I.



### Association of Professional Insurance Women (APIW)

The premier organization committed to the career advancement of women insurance professionals. MMA's partnership with APIW began in 2021.



### Dive-In Festival

Dive-In Festival is the largest diversity, equity & inclusion event for the insurance industry. Marsh McLennan Agency, along with Marsh McLennan, is a global sponsoring partner of the event.



### Asian American Insurance Network (AAIN)

Co-founded by MMA colleague Angela Lee in 2022, AAIN is dedicated to the professional development and growth of Asian-Pacific Islander professionals in the insurance industry through mentorship, networking, continuing education, and social awareness. Read more in [LIMITLESS Magazine: Vision and Voice: Founding the Asian American Insurance Network](#).



### The Latin American Association of Insurance Agencies (LAAIA)

This is an association of insurance professionals whose purpose is to protect the rights of its members for the benefit of the consumer through education, information, networking and active participation in the political environment and community service. MMA's partnership with LAAIA began in 2023.



### The National African American Insurance Association (NAAIA)

NAAIA is dedicated to empowering Black and African American insurance professionals, celebrating their accomplishments, and attracting talented individuals to the industry.

In 2023, MMA's Kefentse Mandisa was elected president of NAAIA's Detroit chapter.



### Out & Equal

Out & Equal is the premier nonprofit organization working exclusively on LGBTQ+ workplace equity, inclusion, and belonging. MMA's partnership with Out & Equal began in 2021.

### Our Carrier Partners

"It's important for us to not only partner with the top carrier partners to provide our clients with the best protection for their businesses as possible, but also with organizations who share in our mission to bring more diversity, equity, and inclusion to the insurance industry." - Denise Perlman, President, National Business Insurance

#### Past collaborations include:

**2023:** MMA SALUTE teams up with The Hartford to raise funds for veterans.

**2023:** AF Group partners with MMA on a Virtual CRG leader retreat.

**2022:** MMA GROW collaborates with Liberty Mutual to deliver education to colleagues.

# Recognition

We are incredibly honored to be recognized for our dedication to fostering a diverse, equitable, and inclusive workplace. These accolades serve as a testament to our ongoing commitment and inspire us to continue pushing boundaries and setting new standards in the pursuit of excellence in DE&I.

## TOP WORKPLACE AWARDS

MMA was recognized for the third year as a Top Workplace for 2023. MMA was awarded for its DE&I Practices, Employee Appreciation, Employee Well-Being, and more.

## ENTERPRISE COMMITMENTS TO DE&I

Our parent company, Marsh McLennan, believes that belonging is at the heart of how we work, and has received many recognitions for workplace commitments to DE&I.





**90%**

OF MMA COLLEAGUES AGREED  
THAT MMA PROMOTES AN INCLUSIVE  
WORKING ENVIRONMENT.

## TO EXPLORE MORE ABOUT DE&I AT MMA INCLUDING PARTNERSHIPS AND COLLABORATIONS, REACH OUT TO:



Kira Kimball  
Chief Diversity, Equity, and Inclusion Officer  
Marsh McLennan Agency  
kira.kimball@marshmma.com

## CAREERS WITH PURPOSE:

A culture of belonging, and a career you can be proud of.  
At MMA, who you are is who we are.

[MMA.COM/CAREERS](https://mma.com/careers)

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 Marsh McLennan Agency  
A business of Marsh McLennan

COMMUNITY COLLEGE OF PHILADELPHIA  
Proceedings of the Meeting of the Board of Trustees  
Thursday, November 7, 2024 – 2:30 p.m.  
Isadore A. Shrager Boardroom, Room M2-1/Hybrid

Present: Mr. Harold T. Epps, presiding: Ms. Ajeenah Amir, Representative Morgan Cephas, Mr. Pat Clancy, Mr. Michael Cooper, Mr. Rob Dubow, Mr. Timothy Ford, Ms. Chekemma Fulmore-Townsend, Ms. Keola Harrington, Dr. Carol Jenkins, Pastor Jonathan Mason, Ms. Roz McPherson, Ms. Mindy Posoff, Mr. Jeremiah White, Dr. Donald Generals, Ms. Josephine Di Gregorio, Mr. Eapen, Dr. David Thomas, Dr. Mellissia Zanjani, Dr. Alycia Marshall, Dr. Shannon Rooney, Ms. Carolyn Flynn, Dr. Darren Lipscomb, and Dr. Ellyn Jo Waller

(1) Executive Session I

Mr. Epps stated that the Executive Session was devoted to a discussion of personnel and legal matters.

(2) Meeting Called to Order

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

(3) Public Comment

Mr. Epps asked if there were any public comment requests.

Ms. Flynn, Generals Counsel, stated that 28 requests for Public Comment have been received. Mr. Epps stated that due to the number of requests, the time of two minutes will be given to each presenter. Mr. Epps stated that while he respects the need to be heard, if the issue has been raised and the Board is aware of it, it doesn't have to be repeated.

The following provided Public Comment:

- Julieanne Meas, student, spoke on the need for free SEPTA TransPass for students and the cost of registration.
- Alden Tala Take, spoke on campus safety and a safe space on campus.
- Jaritsa Hernandez-Ortiz, student and 2<sup>nd</sup> Vice President of the Student Government Association, spoke on the need for a student representative on the Board.

- Max Hassel, student, spoke about the lack of funding for the *Student Vanguard* newspaper and the need for an advisor for the *Vanguard*.
- Saad Fazloon, student, spoke on the need for free SEPTA TransPass for students.
- Takeen Eversley, student, spoke on the need for free SEPTA TransPass for students.
- Eleanor Noszka-Kress, student, spoke on the cancellation of classes at the last minute and the unavailability of options for her last credit course in American Literature.
- Frank Scales, student and President of Student Government Association, spoke on due process on the conduct case against him stating that he was not provided with the disciplinary process. Mr. Scales also stated that the student advocate was weaponized.
- Inez Diaz Yennillis, student, (statement read by Frank Scales, on her behalf), talked about her feelings of powerlessness, inequity, not being heard, inclusivity, unrepresented, safe space on campus, and that the Student Government Association amplify student voices.
- Donny Mutiva, student, spoke on the lack of support for student development, the lack of response from faculty, and asked that staff do their job to support students.
- Katherine Shammout, student, spoke on being disrespected by professor and that students voices need to be heard.
- Marissa Johnson Valenzuela, faculty, English Department, circulated a Resolution from Philadelphia City Council in support of the Federation's contract demands.
- Gail Harrington, faculty, English Department, spoke on contract negotiations.
- Charles Allison, faculty, spoke on contract negotiations, and the lack of action by the administration regarding the reclassification of classified staff.

Chair Epps reminded presenters to be respectful in providing public comment.

- Junior Brainard, faculty, English Department and co-president of the Faculty Federation, spoke on contract negotiations, the need for a living wage, and lack



of staffing. Mr. Brainard also read a resolution from City Council of Philadelphia which outlined support for a fair resolution of the contract negotiations.

- Abdul Al-Hourani, student, spoke on the conduct case against Frank Scales. He stated that Mr. Scales is dedicated to the Student Government Association, to students, and the protection of student rights.
- Nate House, faculty, English Department, spoke on the collective bargaining proposals for the full-time faculty and academic freedom.

Mr. Epps thanked everyone for their public comment. He stated that the concerns will be addressed.

(4) Report of the President

Dr. Generals discussed the possibility of a SEPTA strike. He stated that the College is preparing a communication to faculty, staff and students about the strike and asking faculty to be patient and flexible to students who rely on public transportation and must find alternative transportation to attend class.

Dr. Generals stated that he delivered remarks on October 30, 2024 at the Commemoration of the Dual Admissions Agreement between the College and Thomas Jefferson University.

Dr. Generals reported that he will be receiving the Community Leadership Award from the Urban Affairs Coalition at their 55<sup>th</sup> Anniversary Breakfast scheduled for Friday, November 22, 2024.

Dr. Generals reported that he had been selected as one of *Philadelphia Magazine's* top 150 Most Influential Philadelphians. Dr. Generals stated that nothing is accomplished by yourself. He thanked faculty and staff for their work and support.

On behalf of the Board of Trustees, Mr. Epps congratulated Dr. Generals on the recognitions.

(a) Update on Enrollment

At the request of Dr. Generals, Dr. Lipscomb reported that enrollment for spring is up 7% and the winter term is up 17%. Dr. Lipscomb stated that credit is due to the collaboration by Drs. Marshall and Rooney and their staff to increase enrollment.

At the request of Dr. Generals, Dr. Rooney reported that she and members of her staff attended the National Council for Marketing and Public Relations (NCMPR) District I conference

in Baltimore, Maryland October 23-25, 2024. She stated that the College received 6 Gold Medallions at the Awards ceremony for the following:

- Logo Design – the College’s new Brand Logo
- Special Event or Fundraising Campaign – Rise and Shine Block Party
- TV Ad Single – New Brand Broadcast TV Commercial: Philly Strong
- TV Paid Ad Series – Rise from Within spots
- Novelty – Branded Pizza Boxes
- Booklet – Rise from Within, Spoken Word Chapbook

Dr. Rooney stated that the College also received 5 Silver Medallion awards for outdoor signage, Viewbook, recruitment and marketing program, communication and media coverage, and social media. Dr. Rooney stated that 2 Bronze Medallions were also received by the College on displays and social media. Dr. Rooney stated staff also made a presentation about the new brand process.

At the request of Dr. General, Dr. Marshall reported that the College will be celebrating *International Education Week: Celebrate the Diversity of International Education at the College* on November 18-22, 2024. She stated that the events celebrate the values of global learning and education and the College’s commitment to “increased awareness and appreciation of a diverse world where all are interdependent.” Dr. Marshall stated that this initiative of the U.S. Department of State and the U.S. Department of Education seeks to promote programs that prepare Americans for a global environment and attract future leaders from abroad to study, learn, and exchange experiences.

### Foundation Report

Dr. Zanjani called attention to the Report on Grants and Gifts which was part of the materials for the Board meeting. She stated that the report reflects the period of July 1, 2024 – September 30, 2024. Dr. Zanjani stated that for this period, no new public/governmental awards have been received. For private/philanthropic fundraising, we have raised a total of \$1,010,783 versus \$1,233,882 at this time last year. Dr. Zanjani highlighted the following:

- Achieving the Dream, Inc. awarded \$90,000 as the final payment of a \$300,000 pledge for Accelerating and Diversifying Nursing Pathways.
- The American Association of Community Colleges awarded \$86,250 as the first payment of a \$172,550 pledge to the PepsiCo Uplift Scholarship.
- The Philadelphia Poverty Action Fund awarded \$30,000 as the first payment of a \$60,000 pledge to The Promise: Record Clearing and Employment Access.
- A donor contributed \$11,000 to the Discretionary Fund for Scholarships.
- PECO Energy Company awarded \$10,000 to PECO Scholars.

- The Olson Family Pooled Common Fund awarded \$10,000 to the Olson Family Fund for Veterans.
- A donor made an unrestricted gift of \$10,000.
- Jewish Healthcare Foundation awarded \$10,000 as the first payment of a \$20,000 pledge to Reproductive Health Vending Machines.
- The American Association of Community Colleges awarded \$10,000 to Microsoft Cyber Skills for All.

#### Comprehensive Major Gifts Campaign (Update on FY24, Looking Forward to FY25-27)

Dr. Zanjani stated that the Institutional Advancement staff continue to raise significant funds in support of the campaign. As we continue to move forward, the next 2/3 of the campaign is to engage you, the board volunteers, and others as we move towards the public phase of the campaign. Trustee Chair Epps and Foundation President Dr. Waller approved a direct mail appeal to the trustees and the directors. We hope you will Go All In and support the annual appeal. Dr. Zanjani stated that beginning January 2025 – April 2025, Trustee Chair Epps and Foundation President Dr. Waller will be requesting in person meetings to discuss the comprehensive campaign, and your role and responsibility. Dr. Zanjani reminded the Board that the campaign will continue into the volutes aspect by announcing the public launch at the 2025 Black and Gold Gala.

Dr. Waller reported on the following Foundation activities:

- The second solicitation mailing of the fiscal year will go out to about 10,000 select nondonors and lapsed donors. Current donors will receive a thank you card for the holiday season. Save the date for Giving Tuesday on Tuesday, December 3!
- Last month, the Alumni Association supported a couple of successful events with campus partners, including Family Fun Day with the Women's Outreach and Advocacy Center and Grady's Community Garden Anniversary Celebration and Garden Clean-up Day with CCP Student Engagement. Another Family Fun Day during men's and women's basketball games this winter. Another garden clean-up will take place in the spring.
- The Alumni Association will host the annual Alumni Reunion Dinner tonight in the Gilroy Roberts Rotunda. The event is completely sold out for the second year in a row. Ms. Susan Daugherty, the 2024 Alumni Achievement Award recipient, will be the alumni speaker for the event.
- The annual *Evening of Jazz: The Presidents and the Pastor* fundraising concert event is scheduled for Friday, November 15, 2024. Over 120 are registered and thus far we have raised \$3,687. The concert will begin at 7:00 p.m. Dr. Waller stated that prior to the concert, before a donor appreciation reception will take from 5:30 p.m. - 7:00 p.m.
- The Alumni Association is hosting *The Black Journey: African American History Tour of Philadelphia* on November 23, 2024. The tour will be led by Community College of

Philadelphia alum Miguel Johnson '16. The private group tour offers a deep dive into Philadelphia's Black history.

### Giving and Getting

Dr. Waller stated that the friendly competition between the Boards continues. As of November 4, 2024, 22% of the Foundation Board of Directors and 13.3% of the College Board of Trustees have made a gift this fiscal year. She stated that she and Trustee Chair Epps looked forward to connecting with you to continue to increase the percentage to 100%.

#### (5) Business Affairs Committee, October 16, 2024

Ms. Posoff reported that the Business Affairs Committee met on October 16, 2024. She stated that the Committee approved HVAC for the Center for Business and Industry. Ms. Posoff stated that this item is part of the Consent Agenda for Board approval.

#### (a) Resolution for Salary Increase for Administrators, Grant Administrators, and Confidential Employees

At the request of Ms. Posoff, Ms. Flynn, General Counsel, read the following Resolution for Salary Increase for Administrators, Grant Administrators, and Confidential Employees for Board approval:

WHEREAS, on October 16, 2024, the Business Affairs Committee of the Community College of Philadelphia's Board of Trustees approved a motion recommending that the Community College of Philadelphia's Board of Trustees approve a salary increase for College Administrators, Grant Administrators, and Confidential Staff of up to five percent (5%), subject to satisfactory evaluation and performance, retroactive to September 1, 2024;

NOW THEREFORE, on this 7th day of November 2024, the Board of Trustees hereby resolves that, subject to satisfactory evaluation and performance, College Administrators, Grant Administrators, and Confidential Staff are eligible to receive a salary increase of up to five percent (5%) retroactive to September 1, 2024.

Mr. White moved, with Mr. Clancy seconding, that the Board approve the Resolution. The motion carried unanimously.

#### (6) Audit Committee, October 18, 2024

Mr. Dubow reported that the Audit Committee met on October 18, 2024. He stated that Grant Thornton, the College's external auditor, presented the results of the 2024 Fiscal Year Audit Report. The areas of focus were revenue, expenses, risk management, controls and disclosures. Mr. Dubow stated that it was a clean audit with no significant findings, issues or material misstatements.

Pastor Mason moved, with Ms. McPherson seconding, that the Board accept the 2024 Fiscal Year Audit Report. The motion carried unanimously.

(7) Consent Agenda

Mr. Epps presented the following Consent Agenda for Board approval:

- (a) Proceedings and Minutes of Decisions and Resolutions  
Meeting of October 10, 2024
- (b) Grants and Gifts Report
- (c) HVAC for Center for Business and Industry

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

(8) Report of the Chair

(a) Association of Community College (ACCT) Board Member Reflections

At the request of Chair Epps, Ms. Ireland stated that a focus of the meeting was the election of officers. She stated that she had been reelected as ACCT Director of the Northeast Region. Ms. Ireland thanked the College for supporting her candidacy for appointment to the ACCT Diversity, Equity, and Inclusion Committee. Ms. Ireland also thanked the College for supporting her concerns about Diversity, Equity, and Inclusion. She stated that there has been no response from ACCT. Ms. Ireland reminded the Board that Goal 3 had a focus on DEI and that at their summer retreat, the ACCT Board voted to remove Goal 3.

Ms. Ireland stated the ACCT Congress focused on AI. She stated that discussions focused on fishing scams and their impact on registration, diversity, and Pell grants.

(b) Association of Community College Trustees  
National Legislative Summit, February 9-12, 2025

Mr. Epps stated that the ACCT National Legislative Summit is scheduled on February 9-12, 2025 at the Marriott Marquis, in Washington, DC. Members of the Board who are interested in attending may contact the President's Office for meeting arrangements.

Ms. Ireland stated that the Legislative Summit is a critical meeting. She stated that during the Summit, members of the Board visit the offices of legislators to talk about the community colleges story. Ms. Ireland stated that a breakfast may be a more effective way to connect with legislators. Mr. White stated that the one-on-one meetings with legislators are very important.

Members of the Board agreed that it was important that two student representatives attend the Summit, with one of the student representatives being from the Student Government Association.

(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, January 9, 2025, at 2:30 p.m. in the Isadore A. Shrager Boardroom, M2-1. The meeting will be hybrid.

The meeting adjourned at 4:51 p.m.

At this point in the meeting, the Board reconvened in Executive Session.

COMMUNITY COLLEGE OF PHILADELPHIA  
Meeting of the Board of Trustees  
Thursday, November 7, 2024 – 2:30 p.m.  
Isadore A. Shrager Boardroom, Room M2-1/Hybrid  
MINUTES OF DECISIONS AND RESOLUTIONS

Present: Mr. Harold T. Epps, presiding: Ms. Ajeenah Amir, Representative Morgan Cephas, Mr. Pat Clancy, Mr. Michael Cooper, Mr. Rob Dubow, Mr. Timothy Ford, Ms. Chekemma Fulmore-Townsend, Ms. Keola Harrington, Dr. Carol Jenkins, Pastor Jonathan Mason, Ms. Roz McPherson, Ms. Mindy Posoff, Mr. Jeremiah White, Dr. Donald Generals, Ms. Josephine Di Gregorio, Mr. Eapen, Dr. David Thomas, Dr. Mellissia Zanjani, Dr. Alycia Marshall, Dr. Shannon Rooney, Ms. Carolyn Flynn, Dr. Darren Lipscomb, and Dr. Ellyn Jo Waller

(1) Executive Session I

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

(2) Meeting Called to Order

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

(3) Public Comment

A number of students, faculty, and staff provided Public Comment.

(4) Report of the President

The Board was provided with a brief report on steps that the administration was taking in case of a SEPTA strike.

Dr. Generals will be receiving the Community Leadership Award from the Urban Affairs Coalition at their 55<sup>th</sup> Anniversary Breakfast scheduled for Friday, November 22, 2024.

Dr. Generals was selected as one of *Philadelphia Magazine's* top 150 Most Influential Philadelphians.

(a) Update on Enrollment

The Board was provided with an update on enrollment. Enrollment for spring is up 7% and the winter term is up 17%.

The Board was informed that the Enrollment and Strategic Communications division was awarded 6 Gold Medallions and 5 Silver Medallions by the National Council for Marketing and

Public Relations (NCMPR) District I for the new Brand publications, marketing, communication, media coverage, and social media.

### Foundation Report

The Board was provided with a report of private/philanthropic fundraising for the period of July 1, 2024 – September 30, 2024. No new public/governmental awards were received.

### Comprehensive Major Gifts Campaign (Update on FY24, Looking Forward to FY25-27)

The Board was provided with an update on the status of the comprehensive Major Gifts Campaign. The public launch of the campaign is scheduled to take place at the 2025 Black and Gold Gala.

The Board was provided with a summary of Foundation activities scheduled during the month of November 2024.

### Giving and Getting

The Board was provided with an update on the status of the friendly competition between the Foundation Directors and the Board of Trustees.

#### (5) Business Affairs Committee, October 16, 2024

The Business Affairs Committee met on October 16, 2024. The Committee approved HVAC for the Center for Business and Industry. This item is part of the Consent Agenda for Board approval.

#### (a) Resolution for Salary Increase for Administrators Grant Administrators, and Confidential Employees

The Board approved the Resolution for Salary Increase for Administrators, Grant Administrators, and Confidential Employees.

#### (6) Audit Committee, October 18, 2024

The Audit Committee met on October 18, 2024. The Committee reviewed and accepted the 2024 Fiscal Year Audit Report.

The Board accepted the 2024 Fiscal Year Audit Report.

#### (7) Consent Agenda

The Board approved the following Consent Agenda:

- (a) Proceedings and Minutes of Decisions and Resolutions  
Meeting of October 10, 2024
- (b) Grants and Gifts Report



(c) HVAC for Center for Business and Industry

(8) Report of the Chair

(a) Association of Community College (ACCT) Board Member Reflections

The Board discussed the ACCT Leadership Congress, which was held on October 23-26, 2024, in Seattle, Washington.

(b) Association of Community College Trustees  
National Legislative Summit, February 9-12, 2025

The ACCT National Legislative Summit is scheduled on February 9-12, 2025 at the Marriott Marquis, in Washington.

(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, January 9, 2025, at 2:30 p.m. in the Isadore A. Shrager Boardroom, M2-1. The meeting will be hybrid.

The meeting adjourned at 4:51 p.m.

At this point in the meeting, the Board reconvened in Executive Session.

**Community College of Philadelphia  
Meeting of the Board of Trustees  
January 9, 2025  
Office of Institutional Advancement  
Record of Grants and Gifts FY25**

**Summary by Source:**

	FY2025		FY2024	FY2025 and FY2024
Held by College	<i>since last report</i> 10/1/24 - 11/30/24	Fiscal Year To Date 7/1/24 -11/30/24	Fiscal Year To Date 7/1/23 - 11/30/23	Variance 7/1 - 11/30
Federal	\$ 750,000	\$ 750,000	\$ 684,969	\$ 65,031
State	\$ -	\$ -	\$ -	\$ -
Local / City	\$ 329,143	\$ 329,143	\$ 16,928	\$ 312,215
<b>Total</b>	<b>\$ 1,079,143</b>	<b>\$ 1,079,143</b>	<b>\$ 701,897</b>	<b>\$ 377,246</b>
Held by Foundation (Cash-in-Hand)	<i>since last report</i> 10/1/24 - 11/30/24	Fiscal Year To Date 7/1/24 -11/30/24	Fiscal Year To Date 7/1/23 - 11/30/23	Variance 7/1 - 11/30
Corporation	\$ 29,550	\$ 105,575	\$ 54,200	\$ 51,375
Foundation	\$ 282,627	\$ 984,514	\$ 965,465	\$ 19,049
Individual	\$ 139,320	\$ 188,335	\$ 211,494	\$ (23,159)
Organization	\$ 1,025	\$ 204,376	\$ 3,174	\$ 201,202
<b>Total</b>	<b>\$ 452,522</b>	<b>\$ 1,482,800</b>	<b>\$ 1,234,333</b>	<b>\$ 248,467</b>
<b>TOTAL</b>	<b>\$ 1,531,665</b>	<b>\$ 2,561,943</b>	<b>\$ 1,936,230</b>	<b>\$ 625,713</b>

Gifts In-Kind	<i>since last report</i> 10/1/24 - 11/30/24	Fiscal Year To Date 7/1/24 -11/30/24	Fiscal Year To Date 7/1/23 - 11/30/23	Variance 7/1 - 11/30
<b>TOTAL</b>	\$ -	\$ -	\$ 10,860	\$ (10,860)

**PUBLIC / GOVERNMENT SUMMARY (posted 10/1/24 – 11/30/24)**

- The U.S. Department of Labor awarded \$750,000 for the Community ETA/Aseptic Workforce Program.
- The School District of Philadelphia awarded \$329,142.92 to train paraprofessional employees of the school district to become certified teachers.

**PRIVATE / PHILANTHROPIC SUMMARY (posted 10/1/24 – 11/30/24)**

- An anonymous donor contributed \$50,000 for the Boo & Loo Scholarship and \$23,713.95 for the Student Emergency Fund.
- The Gilroy and Lillian P. Roberts Charitable Foundation awarded \$66,000 for the Gilroy Roberts Collection Operating Fund.
- The Sam and Kate Sidewater Foundation awarded \$50,000 for the Sidewater Scholarship Fund.

- The Berkman Family Charitable Fund awarded \$50,000 for the Berkman/Seidl Post Baccalaureate Accelerated Degree (PBAD) in Nursing Scholarship Fund.
- W. W. Smith Charitable Trust awarded \$50,000 for the W.W. Smith Charitable Trust Scholars Program.
- The Hilda & Preston Davis Foundation awarded \$50,000 as the final payment on a \$100,000 pledge for the Hilda and Preston Davis Welding Technology Scholarship.
- Aventiv awarded \$15,000 for the Aventiv - I Am More Scholarship.
- Perry Watts contributed \$10,000 for the John R. Jensen Scholarship Fund.

# January 2025 Events

## **January 6-8**

Spring Professional Development Week  
Various times & locations  
See [www.ccp.edu](http://www.ccp.edu) for the full schedule

## **January 7**

Open Enrollment Admissions Event  
9:00a.m.-3:00p.m.  
Bonnell Building, Lobby

## **January 9-10**

New Student Orientation  
Various times & locations  
See CCP Pride Portal for the full schedule

## **January 10**

Gateway to College Spring Summit  
8:00a.m.-1:00p.m.  
Center for Business & Industry, C2-28

## **January 13-16**

Spring Welcome Week  
Various times & locations  
See CCP Pride Portal for the full schedule

## **January 16**

Helping Immigrant Students in the New US  
12:00p.m.-2:00p.m.  
Pavilion Building, Klein Cube

## **January 17**

ESL Institute Information Session  
10:00a.m.-11:00a.m.  
Career for Advanced Technology Center, 341

## **January 21**

Reproductive Health Vending Machine Launch  
10:00a.m.-12:00p.m.  
Bonnell Building, Lobby

## **January 22**

Black and Gold Bash  
10:00a.m.-2:00p.m.  
Bonnell Building, Lobby

## **January 27**

Spring Pathways Majors Fair  
11:00a.m.-1:00p.m.  
Bonnell Building, Lobby

## **January 30**

Wellness Partners Resource Fair  
10:00a.m.-2:00p.m.  
Bonnell Building, Lobby

# February 2025 Events

## *Black History Month Programs*

### **February 1-28**

Black History Art Exhibition, Library Exhibit Hall

### **February 4**

11:30a.m.-1:00p.m., Black History Month Kick Off Luncheon  
Winnet Student Life Building, The Great Hall

### **February 5**

11:00a.m., African Liberation Flag Raising Ceremony, Bonnell Circle

### **February 18**

11:00a.m.-12:00p.m., Fireside Chat, Winnet Student Life Building, Lobby

### **February 20**

12:00-2:00p.m., A Conversation about the Life & Legacy of Malcolm X  
Winnet Student Life Building, Lobby

### **February 3**

Dual Admissions Transfer Fair  
10:30a.m.-1:00p.m.  
Bonnell Building, Lobby

### **February 10-13**

Education and Human Service Pathway Student  
Engagement Week  
9:00a.m. – 3:00p.m.  
Winnet Student Life Building, The Great Hall

### **February 11**

Women's Way Podcast Listening Session  
11:00a.m. - 1:00p.m.  
Center for Business & Technology Building, C2-05

### **Catto Express Day**

12:00p.m.-3:00p.m.  
Center for Business & Technology Building, C2-28

### **Saxby's CEO Tabling Event**

1:00p.m. - 5:00p.m.  
Bonnell Building, Lobby

### **February 13**

Financial Reality Fair w/PSECU  
9:00a.m.-3:00p.m.  
Bonnell Building, Lobby

### **February 14**

Akomo Day/Valentines Day Party  
1:00p.m.-5:00p.m.  
Winnet Student Life Building, The Great Hall

### **February 17-20**

Dream to Reality Summit Kickoff  
9:00a.m.-2:00p.m.  
Winnet Student Life Building, Great Hall

### **February 19**

Spring Volunteer Exploration Day  
12:00p.m. - 1:00p.m.  
Winnet Student Life Building, S2-03

### **February 20**

Resilience in Recovery Conference  
10:00a.m.-1:00p.m.  
Winnet Student Life Building, S2-03

### **February 24-27**

Fox Rothschild Center for Law & Society Week  
Various times & locations  
See [www.ccp.edu](http://www.ccp.edu) for full schedule

### **February 25**

Octavius Catto Legacy Awards  
11:00a.m. - 3:00p.m.  
Winnet Student Life Building, Great Hall