

**Minutes of the Oakton Community College Board Meeting
January 18, 2011**

The 649th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, January 18, 2011 at the Oakton Community College Des Plaines campus.

Call to Order and Roll Call

Chairman George Alexopoulos called the meeting to order at 6:40 p.m. in room 1502; Mr. Jody Wadhwa called the roll:

Dr. Alexopoulos	Chairman	Present
Ms. Tennes	Vice Chairman	Present
Mr. Wadhwa	Secretary	Present
Dr. DiLeonardi		Absent
Mr. Jackson		Present
Ms. Rossmark		Absent
Mr. Stafford		Present
Mr. Staley		Present

Closed Session

Ms. Ann Tennes moved for a motion to go into closed session for the purpose of reviewing the closed session minutes of December 14, 2010; considering the appointment, employment, compensation, discipline, performance or dismissal of employees; potential litigation; and collective negotiating matters. Mr. William Jackson seconded the motion and Mr. Wadhwa called the roll:

Dr. Alexopoulos	Aye
Ms. Tennes	Aye
Mr. Wadhwa	Aye
Dr. DiLeonardi	Absent
Mr. Jackson	Aye
Ms. Rossmark	Absent
Mr. Stafford	Aye
Mr. Staley	Aye

Also present were Dr. Margaret Lee, President, Dr. Thomas Hamel, Vice President, Academic Affairs; Dr. Joianne Smith, Vice President, Student Affairs; Mr. Carl Costanza, Vice President, Business and Finance; Ms. Bonnie Lucas, Vice President, Information Technology; Ms. Barbara Rizzo, Vice President, Continuing Education, Training and Workforce Development and Alliance; and Mr. Duane Oudenhoven, Associate Vice President, Human Resources. Ms. Tennes offered a motion to adjourn; Mr. William Stafford seconded; the meeting was adjourned at 7:30 p.m.

Call to Order and Roll Call

Dr. Alexopoulos called the regular meeting, open session to order at 7:30 p.m. in room 1506; Mr. Jody Wadhwa called the roll:

Dr. Alexopoulos	Chairman	Present
Ms. Tennes	Vice Chairman	Present
Mr. Wadhwa	Secretary	Present
Dr. DiLeonardi		Absent
Mr. Jackson		Present

Ms. Rossmark	Absent
Mr. Stafford	Present
Mr. Staley	Present

Also in attendance were Mr. Nick Ames, Ms. Ann Marie Barry, Dr. Trudy Bers, Ms. Kathleen Carot, Ms. Barbara Dayton, Dr. Carlee Drummer, Mr. Jorell Espinosa, Mr. Michael Farquhar, Ms. Margaret Gas, Mr. Jeff Hawkinson, Dr. Cecelia Hutchcraft, Dr. Gregory James, Ms. Donna Keene, Mr. Larry Kennedy, Ms. Linda Korbel, Mr. Michael Lundeen, Ms. Patty Lucas, Ms. Roxann Marshburn, Mr. Gary Newhouse, Mr. Bruce Oates, Ms. Cindy Otrembiak, Mr. Duane Oudenhoven, Dr. Nancy Prendergast; Mr. Pete Rasmussen, Ms. Doreen Schwartz, Ms. Lynn Seinfeld, Dr. Robert Sompolski, Mr. Steven Spera, Mr. Sean Stillmaker, Ms. Leah Swanquist, Ms. Cathy Willis and Mr. Brad Wooten.

Ms. Eileen Cukierski was present as recording secretary to the Board.

Pledge of Allegiance

Approval of the Minutes

Dr. Alexopoulos asked for a motion for the approval of the minutes of the December 14, 2010 Board meeting. Ms. Tennes made the motion which was seconded by Mr. Stafford. A voice vote was called; the minutes were unanimously approved.

Statement by the President

Dr. Lee began the meeting by asking for introductions of those present.

Patty Lucas, Manager, Telecommunications, and Classified Staff Union President, presented the classified staff in attendance: Eileen Cukierski, President's Office; Ken Doll, Instructional Media Services; Jeff Hawkinson, Instructional Media Services, Ms. Cindy Otrembiak, Instructional Media Services; and Pete Rasmussen, Instructional Media Services.

Kathleen Carot, Professor, Humanities, Speech and Theater, Coordinator, Women's and Gender Studies, and Full-time Faculty Union President, presented the full-time faculty in attendance: Michael Farquhar, Professor, Mathematics; Margaret Gas, Nursing; Professor, Cecelia Hutchcraft, Professor, Biology.

Student Trustee Eric Staley introduced students Nick Ames and Larry Kennedy.

Barbara Dayton, Adjunct Faculty, Social Sciences, and Business and Adjunct Faculty President, presented the adjunct faculty in attendance: Cathy Willis, Psychology.

The administrators present included Ann Marie Barry, Director, Student Life; Trudy Bers, Executive Director, Institutional Research, Curriculum and Strategic Planning; Carlee Drummer, Executive Director, College Advancement; Gregory James, Assistant Vice President, Student Affairs, Office of Access, Equity and Diversity; Donna Keene, Senior Director, Lifelong Learning; Linda Korbel, Dean, Languages, Humanities and the Arts; Roxann Marshburn, Director, Grants and Alternative Funding; Gary Newhouse; Dean, Library and Media Services; Bruce Oates, Director, Athletics and Registrar Services; Duane Oudenhoven, Associate Vice President, Human Resources; Nancy Prendergast, Assistant Vice President, Academic Affairs, Dean, Skokie campus, Interim Dean, Science and Health Careers; Doreen Schwartz, Business Services; Lynn Seinfeld, Director, Business Institute and Professional Education; Robert Sompolski, Dean, Mathematics and Technologies; Leah Swanquist, Director, Facilities; and Brad Wooten, Dean, Social Sciences and Business.

Also in attendance were Jorell Espinosa, Michael Lundeen, Steven Spera, and Sean Stillmaker, from the Journal and Topics Newspaper.

Dr. Lee began by sharing her concern and good wishes for Trustees Sharon Rossmark and Joan Dileonardi, who were not in attendance due to family situations. Dr. Lee also shared that Trustee Emerita Joan Hall is home from rehabbing her broken leg, but is again facing surgery in the near future. Dr. Lee reminded the audience that the College joined with many others across the nation in observing the January 17th holiday honoring the birth of Reverend Martin Luther King, Jr. On February 4, 2011 the College will host the second Pan African Summit, an event whose theme and goal of supporting student success connects in spirit with Dr. King's hopes and dreams for us all. The Pan African connection group at Oakton has worked very hard to prepare for this year's summit. Dr. Lee expressed her gratitude to Danielle Cargo and Maya Evans who are co-chairing the event.

Dr. Lee offered condolences to Professor Michele Reznick on the passing of her stepfather; Elaine Russell, Early Childhood Education, on the passing of her husband; and the family of third shift custodian Kevin Melendy, who passed away last week. Kevin's wife Dawn passed away in November 2009; they have six children. Dr. Lee made it known that Duane Oudenhoven, Associate Vice President of Human Resources, sent a letter to the College community suggesting ways that we may be of help to the family, and Patty Lucas is coordinating other opportunities to support the Melendy family. Dr. Lee offered congratulations to the Men's Soccer team who have gained many post season honors and hopes to congratulate the team members at a future meeting. Congratulations to Maria Joyce who was named NJCAA Region IV, Division II, District D, Player of the Week. Dr. Lee acknowledged all of the Oakton students and employees who were responsible for the College receiving the 2010 Conservation and Native Landscaping Award from the U.S. Environmental Protection Agency and Chicago Wilderness. This award recognizes the exceptional restoration of fifty acres of remnant woodlands and wetlands that provide habitat for 301 native plants. Ken Schaefer, Groundskeeper and Naturalist, will accept the award on the College's behalf. Tickets are available for the January 29th performance of the Chicago Bar Holiday Revue "Plea" sponsored by the Educational Foundation. Contact the Foundation office for details.

Dr. Lee introduced Dr. Trudy Bers, Executive Director, Institutional Research, Curriculum, and Strategic Planning Coordinator, to present an update on *Change Matters: Strategic Plan 2007-2012*. Dr. Lee commented that this is a status report of where the College is now, and how we have already begun talking about the next iteration of a Strategic Plan.

Dr. Bers opened by stating that the purpose of the report is to give a brief update on *Change Matters* implementation, as well as a look ahead through 2012. In March 2007, the Board adopted *Change Matters*. From Spring 2007 through Spring 2012, we have been engaged in implementing *Change Matters*. It is anticipated that in Fall 2011 we will launch the next strategic planning process, and in Spring 2012 the Board will consider and adopt the College's next strategic plan. The *Change Matters* Strategic Goals are:

- Academic Excellence
- Innovative Learning for Local and Global Citizenship
- WISE Student Services
- Anti-bias College
- Green College
- One College: Four Campuses
- Model Work Environment
- Reinvented Physical Space and Infrastructure
- Financial Stewardship

Change Matters was developed by a large committee of faculty, staff, students and administrators. As we implement *Change Matters*, there are three approaches: 1) the ongoing regular work of the College, which we always do with a mind toward *Change Matters* goals and objectives; 2) mini-grants which are small grants valid for one year in the amount of \$5,000 or less, for one specific activity related to a goal or objective; and 3) Strategic Initiatives in the amount of \$25,000 or more, for a larger initiative related to a goal or objective.

In the last several years, new curricula such as Commercial Buildings Energy Systems, Computer Networking and Systems, Industrial / Commercial Electrical Maintenance, Paralegal Studies, Network Security Administration, Person-Centered Elder Support, and Radiologic Technology have been, or are in the process of being launched. A number of these involve new and exciting partnerships with outside agencies, and mark different ways of bringing new and current curricula to our students. In the years 2007-08 through 2009-10, the College hired seventeen tenure-track, full-time faculty; two hundred sixty adjunct faculty; and ninety-five staff. Online course enrollments have more than doubled from 3,195 in 2006-07 to 6,625 in 2009-10.

Dr. Bers closed by stating that as the College looks ahead, we have solicited requests and proposals for both mini-grants and Strategic Initiatives for FY2012. The team will meet to review those proposals and make recommendations for approval. We anticipate that the next strategic planning process will be determined in Spring 2011 with a launch in Fall 2011, and that the next Strategic Plan will be on the Board agenda in Spring 2012.

Public Participation: None

New Business

1/11-1a Approval of Adoption of Consent Agenda

Mr. Jackson offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves adoption of the Consent Agenda.”

Ms. Tennes seconded the motion; a voice vote was called and the resolution unanimously passed.

1/11-1 b Approval of Consent Agenda Items 1/11-2 through 1/11-8

Ms. Tennes offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 1/11-2 through 1/11-8 as listed in the Consent Agenda; the specifics of each item to be included in the minutes.”

1/11-2 Ratification of Payment of Bills for December 2010

"Be it resolved that the Board of Trustees of Community College District 535 hereby ratifies expenditures and release of checks by the Treasurer of Community College District 535 in the amount of \$5,741,369.66 for all check amounts as listed and for all purposes as appearing on a report dated December 2010.”

1/11-3 Acceptance of Treasurer’s Report for December 2010

“Be it resolved that the Board of Trustees of Community College District 535 receives for filing as part of the College’s official records, the report of the Treasurer for the month of December 2010.”

1/11-4 Quarterly Report on Investments

“Be it resolved that the Board of Trustees of Community College District 535 authorize the acceptance of the Quarterly Report on Investments for filing.”

1/11-5 Ratification of Actions of the Alliance for Lifelong Learning (ALL) Executive Board

“Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a and b, and hereby approves the expenditures in the amount not to exceed \$413,461.30 for all funds listed in item a”.

a. Salary payments in the amount of \$413,461.30 for the part-time teaching services for the Alliance for Lifelong Learning, Spring 2011.

b. Salary rescinds in the amount of \$500.00 for part-time teaching services for the Alliance for Lifelong Learning, Spring 2011.”

1/11-6 Supplemental Authorization to Pay Professional Personnel

1. "Be it resolved that the Board of Trustees of Community College District 535 approves the attached adjustments of part-time faculty 2010 fall semester salaries in the amounts of \$5,841.48, resulting in a revised total of \$4,227,334.21."

2. "Be it further resolved that the Board of Trustees of Community College District 535 approves the attached adjustments of overload faculty 2010 fall semester salaries in the amount of \$1,742.40, resulting in a revised total of \$345,708.00."

3. "Be it further resolved that the Board of Trustees of Community College District 535 authorizes the payment of stipends, not to exceed \$34,780.35".

1/11-7 Authorization to Pay Professional Personnel

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the Treasurer of the College to pay 2011 Spring Semester Part-time Faculty, Adjunct Faculty and Full-time Overload payments on February 4, 2011 prior to the February 22, 2011 Board ratification.”

1/11-8 Approval of Clinical Practice Agreements

“Be it resolved that the Board of Trustees of Community College District 535 approves the following cooperative agreements, as listed below:

For the Health Information Technology Program

Elmhurst Clinic, L.L.C. – Elmhurst

Provena Mercy Medical Center – Aurora

For the Nursing Program

Village of Elk Grove Village – Elk Grove Village

For the Physical Therapist Assistant Program

The Comprehensive Group – Glenview.”

Mr. Jackson seconded the motion; Mr. Wadhwa called the roll:

Ms. Tennes	Aye
Mr. Jackson	Aye
Mr. Stafford	Aye
Mr. Wadhwa	Aye
Dr. DiLeonardi	Absent
Ms. Rossmark	Absent
Dr. Alexopoulos	Aye

The motion carried; Student Trustee Mr. Staley favored the resolution.

1/11-9 Authorization to Approve Purchases

Mr. Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of the attached resolutions, as stipulated in the following agenda items, for the purchase of the following:

Agenda

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
1/11-9a	1 & 2	Media Storage Distribution System	AVI Systems, Inc.	\$107,688
1/11-9b	1 & 2	Travel for the Baseball Team	Southwest Airlines	\$ 16,800
			Shorewalk Vacation Villas	\$ 8,200
			West Coast Van Rental	\$ 3,300
			RussMatt Baseball	\$ 2,500
			Food – to be determined	\$ 5,000
1/11-9c	1 & 2	Services of Bond Counsel	Chapman and Cutler, LLP	\$ 60,000
Grand total:				\$203,488”

Ms. Tennes seconded the motion; Mr. Wadhwa called the roll:

Mr. Stafford	Aye
Ms. Tennes	Aye
Mr. Jackson	Aye
Mr. Wadhwa	Aye
Dr. Alexopoulos	Aye
Ms. Rossmark	Absent
Dr. DiLeonardi	Absent

The motion carried; Student Trustee Mr. Staley favored the resolution.

1/11-10 Preview and Information on February 2011 Purchases

The following is not an action item; it is a preview and opportunity to discuss upcoming February purchases: Grant Funded CNC Milling Machine; Grant Funded Computers and Laptops; Services of a Financial Advisor/Underwriter; and Services of Auditor.

Mr. Stafford commented that he supports this recommendation.

1/11-11 Acceptance of Resignation; Professional Personnel

Mr. Jackson offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept the resignation of Ms. Renii Modisette, Associate Professor of Health Information Technology, effective January 13, 2011.”

Ms. Tennes seconded the motion; Mr. Wadhwa called the roll:

Dr. Alexopoulos	Aye
Mr. Jackson	Aye
Mr. Wadhwa	Aye
Ms. Tennes	Aye
Mr. Stafford	Aye
Dr. DiLeonardi	Absent
Ms. Rossmark	Absent

The motion carried; Student Trustee, Mr. Staley favored the resolution.

1/11-12 Approval of Emeritus Appointments

Ms. Tennes offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve ten-year Emeritus appointments to Professors Bridget Archer, Cheryl McKinley, Carol Murphy, and Anita Taylor.”

“Be it further resolved that the Board of Trustees of Community College District 535 approve ten-year Emeritus re-appointments to Professors Spencer Bowers, Patrick Casali, Hollis Chalem-Brown, Gary Deters, Russ DiPrizio, Nancy Markin, John Michaels, Florence Munuz, Thelma Parker, Monika Patel, Jan Richter, Urban Thobe, and Sandra Wittman, and Administrators Marilyn Appleson and David Hilquist.”

Mr. Jackson seconded the motion; a voice vote was called and the resolution was unanimously approved.

1/11-13 Acceptance of Grants

Mr. Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept the following grants:

- a. Adult Literacy Grant from Chicago Tribune Charities in the amount of \$25,000;
- b. Nurse Educator Fellowship from the Illinois Board of Higher Education in the amount of \$10,000; and
- c. Seed Grant from the Illinois Green Economy Network in the amount of \$5,000;

For a total of: \$40,000.”

Ms. Tennes seconded the motion; a voice vote was called and the resolution unanimously passed.

The next regularly scheduled meeting of the Board of Trustees of Community College District 535, will be held on Tuesday, February 22, 2011 at 7:30 p.m. at the Oakton Community College Des Plaines campus, 1600 E. Golf Road, Des Plaines, Illinois in room 1506.

There being no further business before the Board, Dr. Alexopoulos asked for a motion to adjourn the meeting. Ms. Tennes offered a motion for adjournment which was seconded by Mr. Jackson. A voice vote was called and the meeting was adjourned at 8:05 p.m.

George G. Alexopoulos
George G. Alexopoulos, Chairman

Jody Wadhwa
Jody Wadhwa, Secretary

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A video recording of the January 18, 2011 meeting was made and may be viewed by calling the Library and Instructional Media Services office at (847) 635-1640.