Minutes of the Oakton Community College Board Meeting  
March 18, 2014

The 686th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, March 18, 2014 at the Oakton Community College Des Plaines campus.

Call to Order and Roll Call
Chair Joan DiLeonardi called the meeting to order at 6:40 p.m. in room 1502; Secretary Patricia Harada called the roll:

- Dr. DiLeonardi Chair Present
- Mr. Stafford Vice Chair Present
- Ms. Harada Secretary Present
- Ms. Bashiri-Remetio Absent
- Mr. Frank Present
- Ms. Tennes Present
- Mr. Wadhwa Present
- Mr. Nwosu Present

Closed Session
Immediately after the roll call, Ms. Tennes made a motion to go into Closed Session for the purpose of considering the appointment, employment, compensation, discipline, performance, or dismissal of employees; pending litigation; and collective negotiating matters. Ms. Harada seconded the motion; Ms. Harada called the roll:

- Dr. DiLeonardi Aye
- Mr. Stafford Aye
- Ms. Harada Aye
- Ms. Bashiri-Remetio Absent
- Mr. Frank Aye
- Mr. Wadhwa Aye
- Ms. Tennes Aye
- Mr. Nwosu Aye

Also present: Dr. Margaret Lee, President; Dr. Thomas Hamel, Vice President, Academic Affairs; Dr. Joianne Smith, Vice President, Student Affairs; Ms. Bonnie Lucas, Vice President, Information Technology; Mr. Robert Nowak, Vice President, Business and Finance; and Ms. Mum Martens, Executive Director, Human Resources.

At 7:25 p.m. Ms. Tennes made a motion to adjourn the session, seconded by Mr. Wadhwa. A voice vote was called, and the meeting was adjourned.

Call to Order and Roll Call
Chair DiLeonardi called the open session to order at 7:35 p.m. in room 1506; Secretary Harada called the roll:

- Dr. DiLeonardi Chair Present
- Mr. Stafford Vice Chair Present
- Ms. Harada Secretary Present
- Ms. Bashiri-Remetio Absent
- Mr. Frank Present
- Ms. Tennes Present
- Mr. Wadhwa Present
- Mr. Nwosu Present
Pledge of Allegiance

Approval of the Minutes
Dr. DiLeonardi asked for a motion for the approval of the minutes of the February 18, 2014 meetings. Ms. Tennes made the motion which was seconded by Mr. Frank. A voice vote was called and the minutes were unanimously approved.

Statement by the President

Dr. Lee asked for introductions of those in attendance:

Kathleen DeCourcey, College Advancement, and Classified Staff Union President, presented the Classified Staff in attendance: Philip Cronin, Media Services; Eileen Cukierski, President’s Office; John Curtis, Media Services; and Jesse Wallace, Media Services.

John Stryker Professor, Computer Technologies and Information Systems, and Vice President of the Faculty Association, presented the full-time Faculty in attendance: Margaret Gas, Professor and Chair, Nursing; Elizabeth Kershinsik, Professor, Chemistry; Stanley Kimura, Professor, Fire Science and EMT; Scott Johnson, Professor, English; and Kalpa Patel, Associate Professor, Biology.

Jason Nwosu, Student Trustee, introduced students: Hayley Boyle, Shawn Liu, Christina Matesi, Trystin Moy, Laura Ruiz, and Nicole Seyfreid.

Administrators present included: Michael Carr, Assistant Vice President, Academic Affairs; Carlee Drummer, Executive Director, College Advancement; Karen Epps, Director, Budget and Accounting Services; Maya Evans, Director of Research and Planning; Adam Hayashi, Dean, Science and Health Careers; Merrill Irving, Associate Vice President, Workforce Education; Mum Martens, Executive Director, Human Resources; Nancy Prendergast, Assistant Vice President, Academic Affairs, and Dean of Skokie Campus; Doreen Schwartz, Director, Business Services; Bob Sompolski, Dean, Mathematics and Technologies; Leah Swanquist, Director, Facilities; and Brad Wooten, Dean, Social Sciences and Business.

Barbara Dayton, Lecturer, Sociology, and Adjunct Faculty President, introduced the adjunct faculty in attendance: Kalyani Banerjee, Lecturer, Chemistry; Barry Dayton, Lecturer, Mathematics; Astrid Duran, Lecturer, Business and Management; and Dan Filipek, Lecturer, Business.

Guests: Michael Lundeen, Legat Architects; Eric McCoy, Mary Ellen Newton, and Suzanne Ziegenhorn.

President Lee expressed her condolences to the family of Dennis Nolan, Oakton’s Chief of Public Safety; to the family of Richard Smelter, an adjunct instructor who passed away suddenly; and to the family of retiree Pete Rasmussen, a longtime engineer in the TV studio at the College. Congratulations were extended to Mick Reuter, Assistant to the Athletic Program, who has been named the Men’s Basketball Conference Coach of the Year by the Illinois Skyway Collegiate Conference. President Lee also announced that Oakton’s Men’s Basketball team has some award winners as well; sophomore guard Jake Hill and sophomore forward Sam Mitchell were named as first team selections to the All-Conference Men’s Basketball Team; sophomore guards Najee Bailey and Chris Freeman were named to the second team.

Dr. Lee thanked everyone who had a role in hosting the outreach event, Siguele!, where workshops and events were available for Latino students and their families to learn about transitioning to college, with information about admissions, financial aid, and career and educational options. With March being Women’s History month Oakton’s Library, Women’s and Gender Studies, and Oakton’s Chapter of the American Association of Women in Community Colleges, sponsored a film and book discussion group featuring ‘Half The Sky: Turning Oppression into Opportunity for Women Worldwide”, as well as a number of other offerings that have been
enriching for the entire college community. President Lee announced that the Manufacturing Expo will be held at the Skokie campus on March 20. The 2014 regional Science Olympiad will be held March 22 at the Des Plaines campus. Tickets are still available for The Six Piano Ensemble, conducted by Glenna Sprague, which will be held Saturday evening, April 26 and Sunday afternoon, April 27, 2014.

Dr. Thomas Hamel introduced Adam Hayashi, Dean of Science and Health Careers, who presented to the Board a report concerning the Radiologic Technology (Rad/Tech) curriculum partnership Oakton has with Saint Francis Hospital. Dean Hayashi began by stating that this is truly a unique program. Beginning in the Fall of 2013, it was required that all students who wanted to obtain a license in Rad/Tech, had to earn an Associate’s degree or higher. An Associate’s degree from Oakton seemed like a logical partnership. The partnership serves St. Francis students and Oakton students who can pursue an Associate in Applied Science degree, by completing nineteen general education credits at Oakton before they transfer to St. Francis where they complete sixty hours in the Rad/Tech curriculum.

Mary Ellen Newton, Program Director of the St. Francis School of Radiography, addressed the Board by saying that the partnership with Oakton evolved as a result of the Joint Review Committee on Education in Radiologic Technology mandate. It was necessary to enable students to have the ability to comply with that mandate, where students need to have an Associate’s degree before they can sit for their national boards. Ms. Newton said that the St. Francis School of Radiography has been educating students since November 1945, and offers a two year program providing both classroom instruction and clinical education in the art and science of Radiologic Technology. The school employs clinical instructors to educate and mentor the students at each clinical site. Current statistical information shows that the American Registry of Radiologic Technologists (ARRT) exam passage rate since 2006 has been 100%. Also, statistics show that from 2010 through 2012, 100% of the graduates from the partnership have been employed in the field within six months of graduation. Upon completion of the two year program, graduates are qualified to take the national examination administered by the ARRT. Successful completion of the examination certifies the graduate as a Registered Technologist in Radiography.

Current students Christina Matesi, Trystin Moy, Laura Ruiz, and Nicole Seyfried, spoke to the Board about how glad they are that they decided to participate in this program. They talked about how the program has changed their lives, and that more doors will be opened to them because of their completion of a degree versus a certificate. President Lee concluded by thanking the students for their comments about the program. This program is indicative of what the future may look like for this as well as similar programs. The beauty of the partnership is that students can receive instruction in hospitals where the latest technology is available to them.

Public Participation – Dan Filipek, an Oakton adjunct faculty member, spoke to the Board about allowing retirees to return to work.

New Business

3/14-1a Approval of Adoption of Consent Agenda
Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves adoption of the Consent Agenda.”

Mr. Stafford seconded the motion. A voice vote was called and the resolution passed unanimously.

3/14-1b Approval of Consent Agenda Items 3/14-2 through 3/14-6
Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 3/14-2 through 3/14-6 as listed in the Consent Agenda.”

3/14-2 Ratification of Payment of Bills for February 2014
"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 $6,521,105.27 for all check amounts as listed and for all purposes as appearing on a report dated February 2014."

3/14-3 Acceptance of Treasurer’s Report for February 2014
“Be it resolved that the Board of Trustees of Community College District 535 receives for filing as a part of the college’s official records, the report of the Treasurer for the month of February 2014."

3/14-4 Ratification of Actions of Alliance for Lifelong Learning 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 through e, and hereby approves the expenditures in the amount not to exceed $59,431.71 for all funds listed in item a and c.”

a. Salary payments in the amount of $30,538.63 for part-time teaching services for the Alliance for Lifelong Learning, Spring 2014.
b. Salary rescinds in the amount of $1,078.83 for part-time teaching services for the Alliance for Lifelong Learning, Spring 2014.
c. Payment for Fall 2013 Space Utilization and Facilities Services and Classroom/Office Space rental as follows:

<table>
<thead>
<tr>
<th>Services</th>
<th>Rental</th>
</tr>
</thead>
<tbody>
<tr>
<td>District 535 (Oakton)</td>
<td>$13,450.65</td>
</tr>
<tr>
<td>District 202 (Evanston)</td>
<td>0.00</td>
</tr>
<tr>
<td>District 207 (Maine)</td>
<td>0.00</td>
</tr>
<tr>
<td>District 219 (Niles)</td>
<td>0.00</td>
</tr>
<tr>
<td>District 225 (Glenbrook)</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Payment</strong></td>
<td><strong>$13,450.65</strong></td>
</tr>
</tbody>
</table>

d. Recommend no FY’14 tuition increase for general Alliance classes. The tuition for some specialized classes including: workforce related, on-line, computer, Emeritus and fitness classes will vary from the approved rates due to increased vendor costs or based on competitive rates.
e. Recommend the continuation of the professional services of the educational specialists for the GED Program, ESL Program and the Evening High School Program pending the receipt of adequate FY’14 ICCB Adult Education and Family Literacy grant funds.

1. "Be it resolved that the Board of Trustees of Community College District 535 approves the adjustments of part-time faculty 2014 spring semester salaries in the amount of $381,710.56, resulting in a revised total of $4,279,302.42."
2. "Be it further resolved that the Board of Trustees of Community College District 535 approves the adjustments of overload faculty 2014 spring semester salaries in the amount of $42,522.50, resulting in a revised total of $385,768.50."

3/14-6 Approval of Clinical Practice Agreements
“Be it resolved that the Board of Trustees of Community College District 535 approves the following cooperative agreements:
For the Medical Laboratory Technology Program
Advocate Lutheran General Hospital – Park Ridge
Mercy Hospital and Medical Center – Chicago
For the Physical Therapist Assistant Program
Concentra Health Services, Inc. d/b/a Concentra Medical Centers – Brookfield, Wisconsin
Mercy Hospital and Medical Center – Chicago.”

Mr. Wadhwa seconded the motion; Ms. Harada called the roll:
Mr. Frank     Aye
Ms. Tennes     Aye
Mr. Stafford   Aye
Mr. Wadhwa     Aye
Dr. DiLeonardi Aye
Ms. Harada     Aye
Ms. Bashiri-Remetio Absent

The motion carried; Student Trustee Nwosu favored the resolution.

3/14-7 **Authorization to Approve March 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:

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Page(s)</th>
<th>Description</th>
<th>Vendor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/14-7a</td>
<td>1</td>
<td>IP Telephony Annual Support Agreement Renewal</td>
<td>Telecom Innovations Group</td>
<td>$ 26,599.06</td>
</tr>
<tr>
<td>3/14-7b</td>
<td>1</td>
<td>Achieving the Dream Annual Membership</td>
<td>Achieving the Dream, Inc.</td>
<td>$ 75,000.00</td>
</tr>
<tr>
<td>3/14-7c</td>
<td>1-3</td>
<td>Laerdal Manikins for Fire Science Program</td>
<td>Laerdal Medical Corporation Henry Schein</td>
<td>$ 62,968.35</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Medical Corporation</td>
<td></td>
</tr>
<tr>
<td>3/14-7d</td>
<td>1-7</td>
<td>Equipment for the Science and Health Careers Center</td>
<td>Fisher Scientific Laerdal Medical Corporation Sentry Therapy Systems, Inc. HBR Healthcare Co. Rudolph Research Analytical Johnson Scientific, Inc. School Health Corporation Medical Shipment Alimed, Inc. Cardinal Health 200, LLC Lifetec, Inc. Armstrong Medical Industries, Inc.</td>
<td>$ 112,046.00 $ 63,486.03 $ 36,742.00 $ 19,500.00 $ 18,968.30 $ 8,797.00 $ 4,814.25 $ 3,356.00 $ 2,893.95 $ 2,194.32 $ 1,977.00 $ 47,284.00</td>
</tr>
<tr>
<td>3/14-7e</td>
<td>1 &amp; 2</td>
<td>Painting Services for Auto Lab</td>
<td>Cosgrove Construction, Inc.</td>
<td>$ 29,950.00</td>
</tr>
</tbody>
</table>

Grand Total $ 527,698.52.

Mr. Wadhwa seconded the motion. Trustee Frank announced he would need to abstain from voting, as he is a shareholder of Cardinal Health 200, LLC, which is listed in agenda item 3/14-7d.

Ms. Harada called the roll:
Dr. DiLeonardi  Aye
Mr. Frank  Abstain
Mr. Wadhwa  Aye
Mr. Stafford  Aye
Ms. Tennes  Aye
Ms. Harada  Aye
Ms. Bashiri-Remetio  Absent

The motion carried; Student Trustee Nwosu favored the resolution.

3/14-8  Preview and Information Regarding May 2014 Purchases

The following purchases will be presented for approval at the April 2014 Board of Trustees meeting: Distance Learning Video Conference Equipment; Custodial Equipment; Great America Tickets on Consignment; PowerFAIDS NET Partner Software; Lab Stools for Science and Health Careers Center; Enrollment Center Furniture; and Responsive Web Design Retrofit.

3/14-9  Authorization to Hire New Full-time, Tenure-track Faculty Members

Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 approve the Full-time, Tenure-track faculty hires of Nizar Handzic, Kristi Zenchak, Suzanne Ziegenhorn, Paula Luszcz, and Lindsey Hewitt beginning with the 2014-15 academic year as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Academic Rank and Assignment</th>
<th>Lane, Step, Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nizar Handzic</td>
<td>Associate Professor of Biology</td>
<td>E-4, $60,924</td>
</tr>
<tr>
<td>Kristi Zenchak</td>
<td>Professor of Biology</td>
<td>A-6, $54,255</td>
</tr>
<tr>
<td>Suzanne Ziegenhorn</td>
<td>Assistant Professor of Biology</td>
<td>E-3, $58,340</td>
</tr>
<tr>
<td>Paula Luszcz</td>
<td>Professor of Early Childhood Education</td>
<td>E-5, $63,463</td>
</tr>
<tr>
<td>Lindsey Hewitt</td>
<td>Assistant Professor of Anthropology and Humanities</td>
<td>B-5, $54,786</td>
</tr>
</tbody>
</table>

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

Mr. Stafford  Aye
Dr. DiLeonardi  Aye
Mr. Frank  Aye
Ms. Tennes  Aye
Mr. Wadhwa  Aye
Ms. Harada  Aye
Ms. Bashiri-Remetio  Absent

The motion carried; Student Trustee Nwosu favored the resolution.

3/14-10  Acceptance of Grants

Mr. Nwosu offered:
"Be it resolved that the Board of Trustees of Community College District 535 accept the attached resolutions, 3/14-10a and 3/14-10b, for the following grants:
a. Illinois Board of Higher Education Cooperative Work Study Program Grant in the amount of $29,610.00; and
b. Illinois Action for Children Quality Counts Grant in the amount of $2,379.52; for a total of $31,989.52."

Ms. Tennes seconded the motion. A voice vote was called and the resolution passed unanimously.
3/14-11 Approval of New Unit of Instruction
Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 approve the Nanotechnology Certificate as a New Unit of Instruction.”

Mr. Stafford seconded the motion; Ms. Harada called the roll:
Ms. Tennes Aye
Mr. Wadhwa Aye
Mr. Frank Aye
Ms. Harada Aye
Mr. Stafford Aye
Dr. DiLeonardi Aye
Ms. Bashiri-Remetio Absent

The motion carried; Student Trustee Nwosu favored the resolution.

3/14-12 Authorization to Enter into Intergovernmental Agreement Regarding Access to the Illinois Comptroller’s Local Debt Recovery Program
Mr. Stafford offered:
“Be it resolved that the Board of Trustees of Community College District 535 authorizes the Intergovernmental Agreement by and between the Illinois Office of the Comptroller and the Board of Trustees of Community College District No. 535 Regarding Access to the Comptrollers’ Local Debt Recovery Program.”

Ms. Tennes seconded the motion.

Trustee Frank asked Mr. Nowak to clarify how the Debt Recovery Program will benefit the College. Mr. Nowak explained that every year the College writes off approximately $580,000 worth of student debt. This program gives the College the ability, after having exhausted all other avenues, to provide the State of Illinois the information about the student’s outstanding debt to Oakton. If the student files a tax return and has any money owed to them from the State, the State of Illinois will send that money to the College to satisfy the debt. It is a means of last resort to collect uncollected receivables. Over a period of years, a significant amount of money, to the tune of approximately $4,000,000, has been recovered by various colleges and instructional institutions who have participated in the program. Mr. Nowak hopes this will be a good opportunity to recoup a portion of the monies that are owed to the College.

Ms. Harada called the roll:
Mr. Wadhwa Aye
Ms. Tennes Aye
Mr. Frank Aye
Dr. DiLeonardi Aye
Mr. Stafford Aye
Ms. Harada Aye
Ms. Bashiri-Remetio Absent

The motion carried; Student Trustee Nwosu favored the resolution.
Adjournment
Dr. DiLeonardi announced that the next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be Tuesday, April 22, 2014 beginning at 7:30 p.m. at the College’s Des Plaines campus located at 1600 E. Golf Road, Des Plaines, Illinois, in room 1506.

There being no further business before the Board, Dr. DiLeonardi asked for a motion to adjourn the meeting. Ms. Tennes made the motion, which was seconded by Ms. Harada. A voice vote was called and the meeting was adjourned at 8:30 p.m.

Joan W. DiLeonardi
Joan W. DiLeonardi, Chair

Patricia N. Harada
Patricia N. Harada, Secretary

cc
3/2014

A video recording of the March 18, 2014 meeting was made and may be viewed by calling the Library and Instructional Media Services office at (847) 635-1640.