Minutes of the Oakton Community College Board Meeting
May 26, 2015

The 699th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, May 26, 2015 at the Oakton Community College Des Plaines campus.

Closed Session
At 6:20 p.m. Dr. DiLeonardi made a motion to go into Closed Session for the purpose of considering the appointment, employment, compensation, discipline, performance, dismissal of employees, pending litigation, and collective negotiating matters. Ms. Harada seconded the motion; Ms. Tennes called the roll:

Ms. Harada  Aye
Ms. Tennes  Aye
Mr. Stafford  Absent
Dr. DiLeonardi  Aye
Mr. Frank  Aye
Mr. Salzberg  Aye
Mr. Wadhwa  Absent
Mr. Dixon  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, Technology and Data Analytics; Ms. Mum Martens, Executive Director, Human Resources; and Mr. Robert Nowak, Vice President, Business and Finance. At 7:35 p.m. Ms. Harada made a motion to adjourn the session, seconded by Mr. Dixon. A voice vote was called and the meeting was adjourned.

Call to Order and Roll Call
Chair Harada called the open session to order at 7:45 p.m. in room 1506; Dr. DiLeonardi called the roll:

Ms. Harada  Chair  Present
Ms. Tennes  Vice Chair  Present
Mr. Stafford  Secretary  Absent
Dr. DiLeonardi  Present
Mr. Frank  Present
Mr. Salzberg  Present
Mr. Wadhwa  Absent
Mr. Dixon  Present

Pledge of Allegiance

Approval of Minutes
Chair Harada asked for a motion for the approval of the minutes of the April 28, 2015 meetings. Ms. Tennes made the motion which was seconded by Mr. Salzberg. A voice vote was called and the minutes were unanimously approved.

Statement by the President
President Lee welcomed everyone and asked introductions of those present.

Kathleen DeCourcey, Classified Staff Union President, presented Philip Cronin, Media Services; Eileen Cukierski, President’s Office; and Jesse Wallace, Media Services.

Katherine Schuster, Professor of Education, and Full-time Faculty Union President, presented Carlos Briones, Professors, Humanities and Philosophy; Jane Malik, Professor, Library Services; Luanne Olson, Distinguished
Professor, Physical Therapist Assistant; Ciaran O’Sullivan, Professor, Nursing; Louis Pierozzi, Professor, Art; Lee Resurrection, Professor, Nursing; Chris Sabio, Associate Professor, Nursing, and Bill Strond, Professor, Biology.

Barbara Dayton, Lecturer of Sociology, and Adjunct Faculty President, introduced: Kalyani Banerjee, Lecturer, Chemistry; Barry Dayton, Lecturer, Mathematics; Cindy Del Medico, Lecturer, Business; Keith Johnson, Lecturer, Sociology, Cheryl Thayer, Lecturer, Sociology, and Cathy Willis, Lecturer, Psychology.

Administrators present included: Ann Marie Barry, Director, Student Life; Michael Carr, Assistant Vice President, Academic Affairs; Sebastian Contreras, Jr., Director, Student Success; Karen Epps, Director, Budget and Accounting Services; Colette Hands, Director, Workforce Development and Corporate Training; Merrill Irving, Associate Vice President, Continuing Education, Training, and Workforce Development; Linda Korbel, Dean, Languages, Humanities and the Arts; Renee Kozimor, Director, Software and User Services; Mum Martens, Executive Director, Human Resources. Nancy Prendergast, Assistant Vice President of Academic Affairs, Dean of the Skokie campus; Bruce Oates, Director, Athletics and Registrar Services.

Guests in attendance: Mr. Wayne Serbin

President Lee offered condolences to Wayne Szatkowski, Business Services, on the passing of his father; and Joianne Smith and her husband David, on the passing of David’s father. Congratulations to Oakton’s robotics team and faculty advisor Angelo Gero, who have returned from Florida after participating in the annual NASA Robotics Mining Competition. Oakton won an award for the most improved system engineering paper. Among the participating colleges and universities, Oakton and College of DuPage, were the only two community colleges who participated from Illinois. Oakton’s Men’s Baseball team are winners of the Illinois Skyway Collegiate Conference, and also won the sectional competition in post season play, taking second place in the region. Congratulations were extended to students Zainab Khan and Odontuya Sumiyatsooj, who have been selected to the 2015 All-Illinois Academic Team and were nominated for the 2015 All-USA Community College Academic Team.

President Lee thanked Michele Brown, Director of Student Recruitment and Outreach, and everyone who helped with Futures Unlimited 2015, which was held on May 21st at the Des Plaines campus. The event brought 350 eighth grade girls and chaperones from thirteen different local middle schools to campus for a day of activities encouraging girls to explore Science, Technology, Engineering, and Math (STEM) fields. President Lee also thanked Elena Couto, Alumni Relations and Development Manager, the Alumni Council, and the more than one hundred alumni, students, employees, and community members who shared in an afternoon of fun at the Aloha Putt Putt Tournament on May 16th. President Lee thanked Maya Evans, Director of Research and Planning; Michael Anthony, Assistant Vice President of Access, Equity, and Diversity; and Ann Marie Barry, Director of Student Life, for their efforts in making Oakton’s ‘On the Table’, the Chicago Community Trust second annual gathering luncheon which was held on May 12th a success. Oakton hosted sixteen student leaders who came to eat lunch, talk, and reflect about giving and receiving, commitment, and philanthropy. President Lee also expressed her gratitude for their generous donations to the Educational Foundation in her honor. The exhibition in the Koehnline Museum, ‘Art After 1600 Degrees Fahrenheit: Enamel Painting in Chicago’ was featured on Channel 11, Chicago Tonight.

Dr. Hamel introduced Dr. Merrill Irving, Jr., Associate Vice President of Continuing Education, Training and Workforce Development, introduced Dr. Jesse Ivory, Manager, Business and Community Development and Dr. Colette Hands, Director for Workforce Development and Corporate Training. Dr. Irving said that the evening’s presentation will include information on Workforce, the Commercial Driver’s License Program, and outreach and partnerships that Dr. Hands has been able to attain in business and industry. Dr. Hands began by saying that she is the direct contact to business and industry in our district. Our goal is to make sure that we are making our connections effective and consistent, so that our students, faculty, and staff have a clear connection to those industries. Dr. Hands said that one of the objectives this year is to work on creating career pathways via
customized training and apprenticeship programs. One of the career pathway programs consists of a partnership between Oakton, Evanston Township High School (ETHS), and the Youth Job Center (YJC) in Evanston. The YJC approached Oakton a year ago saying they wanted to work on career pathway programs for young adults, ages 18-24. They wanted to partner with us in the automotive service and repair industry. Oakton developed the curriculum and ETHS allowed us to use their facilities, including their automotive lab. YJC took care of the student and employer recruitment. They also handled job readiness training along with some post employment program training as well. The employers that we have partnering with us consist of Autobar, Midas, Curt’s Cafe, and Aramark.

Since 2008, Oakton has been leading the effort to expose high school students in our district to long term careers in manufacturing. One important tool in doing that, is partnering with NSERV, TMA and local manufacturers in the developing the Manufacturing Expo. The manufacturers open their doors to the students for one day so they have an opportunity to find out what the field of manufacturing consists of, and what kind of opportunities they can apply their education to. This year, ‘Discover STEM in Manufacturing’ hosted 600 students from nine high schools, which is a fifty percent increase in student participation from last year. There were thirty manufacturing sites that participated. Manufacturing Expo has offered local high school students the opportunity to discover the new world of manufacturing – an industry that offers many exciting well-paying jobs, and long-term careers.

Trustee Tennes asked whether the YJC program which is Evanston based, would accept students who are not residents of Evanston. Dr. Hands replied that the students do not have to be a resident of Evanston, but they do have to be registered with YJC.

Next, Dr. Jesse Ivory, spoke about the Commercial Driver’s License Training program that was piloted in late spring/early summer 2014. This birthed out of our assessment that communities in our district were looking for accelerated training opportunities that would lead to jobs. After doing some research, we found that transportation logistics are one of the top five areas of high growth in Cook County; it made sense that this would be a program that we would want to invest in. The starting salaries for individuals who get their Class A license can range between $35,000-$70,000. We saw this as a great training opportunity to bring to our community and this is why we decided to bring this program on board. The following companies have hired Oakton graduates once they have completed all of the training requirements for this program: Schneider National, Inc., US Xpress, West Side Transport, and Roehl Transport.

Mr. Jay Henderson, who was sponsored by the City of Evanston to participate in the program which he completed in Fall 2014, addressed the Board about his experience. Mr. Henderson said that he was fortunate to receive the sponsorship as it made the class more affordable to attend. He relayed that the majority of the classroom sessions were in the evening, which made it easier for him to still be able to work. The class sizes were small; there was plenty of individualized attention; and instructors brought their own experiences, which was very helpful. Within a short period of time after Mr. Henderson completed the program, he accepted a position with the City of Evanston at decent salary and benefits. Dr. Ivory said that Mr. Henderson is just one of our student success stories.

Public Participation
Keith Johnson addressed the Board regarding the decision not to rehire any retired annuitants as of July 1, 2015.

New Business

5/15-1a Approval of Adoption of Consent Agenda
Mr. Frank offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves adoption of the Consent Agenda.”

Dr. DiLeonardi seconded the motion; a voice vote was called and the motion passed unanimously.
5/15-1b  Approval of Consent Agenda Items 5/15-2 through 5/15-9
Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 5/15-2 through 5/15-9 as listed in the Consent Agenda.

5/15-2  Ratification of Payment of Bills for April 2015
“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 $6,083,296.57 or all check amounts as listed and for all purposes as appearing on a report dated April 2015.

5/15-3  Acceptance of Treasurer’s Report for April 2015
“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 April 2015.

5/15-4  Compliance with Open Meetings Act, Closed Session Minutes
“Whereas, the Board has received the above recommendation from William Stafford and Robert Nowak, concerning their review of the minutes of closed meetings of the Board or a committee of the Board, and desires to act on those minutes in light of such recommendation.”
“Be it further resolved that the Board of Trustees of Community College District 535, approves the release of closed session minutes of the meetings held on March 29, 2014, May 13, 2014, October 21, 2014, November 8, 2014, and December 9, 2014 should be opened for public inspection at this time.”

5/15-5  Authorization for Destruction of Verbatim Recordings of Closed Session

5/15-6  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 to d, and hereby approves the expenditures in the amount not to exceed $25,482.52 for all funds listed in items a and b.”
a. Salary payments in the amount of $3,150.00 for part-time teaching services for the Alliance for Lifelong Learning Summer, 2015.
b. Salary payments in the amount of $22,332.52 for part-time teaching services for the Alliance for Lifelong Learning Spring, 2015.
c. Salary rescinds in the amount of $1,391.52 for part-time teaching services for the Alliance for Lifelong Learning Spring, 2015.
d. The Alliance for Lifelong Learning Operating Budget for fiscal year 2016 in the amount of $2,895,000.
5/15-7  Ratification of Actions of Alliance for Lifelong Learning Governing 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 Alliance for Lifelong Learning Governing Board in items one and two.”
1. Approved the Alliance for Lifelong Learning FY’16 Operating Budget in the amount of $2,895,000;
2. Elected the following officers for FY’16:

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<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Governing Board Title</th>
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<tbody>
<tr>
<td>Mr. William Stafford</td>
<td>District 535</td>
<td>Chairperson</td>
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<td>Ms. Carla Owen</td>
<td>District 207</td>
<td>Secretary</td>
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1. "Be it resolved that the Board of Trustees of Community College District 535 approves the adjustments of part-time faculty 2015 spring semester salaries in the amount of $57,750.84 resulting in a revised total of $4,592,945.14."
2. "Be it further resolved that the Board of Trustees of Community College District 535 approves the adjustments of overload faculty 2015 spring semester salaries in the amount of $6,782.10 resulting in a revised total of $426,880.10."

5/15-9  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 Human Services Program
Abequa Home Health Care Agency, LLC – Des Plaines
For the Physical Therapist Assistant Program
Alliance Rehab, Inc. – Warrenville
Heritage Healthcare, Inc. and HealthPRO – Greenville, SC
Integrated Therapy Specialists, LLC and Its Affiliates – Chicago
For the Substance Abuse Counseling Program
The Women’s Treatment Center – Chicago.”

Mr. Salzberg seconded the motion; Dr. DiLeonardi called the roll:

Ms. Tennes   Aye
Dr. DiLeonardi Aye
Ms. Harada  Aye
Mr. Salzberg  Aye
Dr. DiLeonardi Aye
Mr. Wadhwa  Absent
Mr. Stafford Absent

The motion carried; Student Trustee Dixon favored the resolution.

5/15-10  Authorization to Approve May 2015 Purchases
Mr. Salzberg 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>
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<tr>
<td>5/15-10a</td>
<td>1</td>
<td>Advertising Agency Services for FY 2016</td>
<td>Plaid Swan</td>
<td>$200,000</td>
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<tr>
<td>5/15-10b</td>
<td>1 - 3</td>
<td>Printing of Oakton Class Schedules</td>
<td>Woodward Printing Services</td>
<td>$188,168</td>
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Mr. Salzberg asked if the Exterior Signage Renovation purchase would include the marquees on Golf and/or Central Roads. Ms. Lucas responded that no, this does not include marquees, strictly the wayfinding signs on both the Des Plaines and Skokie campuses. New signage for the entrances on Golf and Central Roads is on the table for next year.

Dr. DiLeonardi called the roll:

Ms. Tennes  Aye
Mr. Salzberg   Aye
Dr. DiLeonardi  Aye
Ms. Harada  Aye
Mr. Frank  Nay
Ms. Stafford  Absent
Mr. Wadhwa  Absent

The motion carried; Student Trustee Dixon favored the resolution.

5/15-11  Preview and Discussion of June 2015 Purchases
The following purchases will be presented for approval at the May 26, 2015 Board of Trustees meeting: Renewal of Annual Agreements, Services, and Contracts for FY 2015-2016; 1) Novell Academic License Agreement; 2) Library Services (CARLI and NILRC) 3. Banner Annual Software Maintenance Contract; 4) PowerFAIDS Annual Software Maintenance Contract; 5) Desire2Learn; Renewal of Insurance; Continuation of Employee Fringe Benefits: Life Insurance, Dental Insurance and Section 125 Administration; Transportation Services for Athletic Teams; Computers and Monitors for FY 2015-2016; Solid State Hard Drives; Building Automation System for Des Plaines and Skokie Campuses; Contracted Instructional Training; and Painting Services for Gymnasium.

5/15-12  Authorization to Adopt 403(b) Adoption Agreement and 403(b) Plan Document
Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves and adopts the 403(b) Adoption Agreement and 403(b) Plan Document essentially in the form of the attached. Furthermore, the Board of Trustees directs and authorizes the College’s Administration to perform all administrative tasks that are necessary and appropriate for the ongoing administration of the College’s 403(b) Plan and amending of the 403(b) Plan to comply with changing laws and regulations. The Board of Trustees further authorizes the Administration to execute all necessary documentation.”

WHEREAS, the Board of Trustees of Oakton Community College (“Board” or “College”) wishes to maintain a tax-deferred compensation retirement program for certain of its employees in accordance with Section 403(b) of the Internal Revenue Code of 1986, as amended (“Code”), and;
WHEREAS, the College is an eligible public education organization authorized to offer a tax-deferred retirement program under Section 403(b) of the Code; and
WHEREAS, the Board has amended and restated its 403(b) program as document in the written 403(b) Adoption Agreement and 403(b) Plan document (“403(b) Plan”), and
WHEREAS, the Board intends to operate its 403(b) Plan in compliance with the terms of its written 403(b) Plan and all applicable requirement of the Code.
NOW, Therefore, it is resolved by the Board of Trustees as follows:
1. The preamble recitals of this Resolution are hereby adopted as if fully set forth herein.
2. The Board of Trustees approves and adopts the 403(b) Plan which shall be effective as of May 26, 2015;
3. The Board of Trustees directs and authorizes the College’s Administration to perform all administrative tasks that are necessary and appropriate for the ongoing administration of the College’s 403(b) Plan and amending of the 403(b) Plan to comply with changing laws and regulations.
4. The Board of Trustees further authorizes the Administration to execute all necessary documentation for the approval of the investment providers and the engagement of service providers, as appropriate, under the 403(b) Plan, subject to review and advisement of the College’s legal counsel.

Mr. Frank seconded the motion; Dr. DiLeonardi called the roll:

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<tr>
<td>Dr. DiLeonardi</td>
<td>Aye</td>
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<tr>
<td>Ms. Tennes</td>
<td>Aye</td>
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<tr>
<td>Mr. Salzberg</td>
<td>Aye</td>
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<tr>
<td>Mr. Frank</td>
<td>Aye</td>
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<td>Ms. Harada</td>
<td>Aye</td>
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<tr>
<td>Mr. Stafford</td>
<td>Absent</td>
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<td>Mr. Wadhwa</td>
<td>Absent</td>
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The motion carried; Student Trustee Dixon favored the resolution.

5/15-13 Approval of Staffing Requests for Fiscal Year 2016

Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes additions to the staffing of the College effective July 1, 2015, as referenced in the published Board agenda.”

Mr. Salzberg seconded the motion; Dr. DiLeonardi called the roll:

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<tr>
<td>Dr. DiLeonardi</td>
<td>Aye</td>
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<tr>
<td>Ms. Tennes</td>
<td>Aye</td>
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<tr>
<td>Mr. Salzberg</td>
<td>Aye</td>
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<tr>
<td>Mr. Frank</td>
<td>Aye</td>
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<tr>
<td>Ms. Harada</td>
<td>Aye</td>
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<tr>
<td>Mr. Stafford</td>
<td>Absent</td>
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<tr>
<td>Mr. Wadhwa</td>
<td>Absent</td>
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The motion carried; Student Trustee Dixon favored the resolution.

5/15-14 Approval of Settlement Agreements

Mr. Frank offered:
“Be it resolved that the Board of Trustees of Community College District 535 does hereby accept the Settlement Agreement with a former student pursuant to the terms of an Agreement between this student and the Board executed on this date, and further that the College
administration is authorized and directed to fulfill the College’s obligations as stipulated in the Agreement.”

“Be it resolved that the Board of Trustees of Community College District 535 does hereby accept the Settlement Agreement with the Oakton Community College Classified Staff Association pursuant to the terms of an Agreement between the Oakton Community College Classified Staff Association and the Board executed on this date, and further that the College administration is authorized and directed to fulfill the College’s obligations as stipulated in the Agreement.”

Dr. DiLeonardi seconded the motion and called the roll:

Dr. DiLeonardi  Aye
Mr. Salzberg  Aye
Ms. Harada  Aye
Mr. Frank  Aye
Ms. Tennes  Aye
Mr. Stafford  Absent
Mr. Wadhwa  Absent

The motion carried; Student Trustee Dixon favored the resolution.

5/15-15 Authorization to Hire Full-time, Tenure-track Faculty Member
Mr. Dixon offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves the full-time, tenure-track faculty hire of Erick Rohn for the 2015-16 academic year, beginning on August 17, 2015. He will receive the salary associated with the lane and step described as follows:

Name                      Academic Rank and Assignment   Lane, Step, Salary
Erick Rohn             Assistant Professor of Graphic Design     E-4, $66,028.”

Ms. Tennes seconded the motion; Dr. DiLeonardi called the roll:

Mr. Salzberg  Aye
Ms. Harada  Aye
Dr. DiLeonardi  Aye
Mr. Frank  Aye
Ms. Tennes  Aye
Mr. Stafford  Absent
Mr. Wadhwa  Absent

The motion carried; Student Trustee Dixon favored the resolution.

5/15-16 Approval of Personal Leave for Faculty Member
Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves a one semester unpaid leave of absence for Mary Johannesen-Schmidt for Fall semester 2015.”

Dr. DiLeonardi seconded the motion and called the roll:

Ms. Tennes  Aye
Dr. DiLeonardi  Aye
Ms. Harada  Aye
Mr. Frank  Aye
Mr. Salzberg  Aye
Mr. Stafford   Absent
Mr. Wadhwa   Absent

The motion carried; Student Trustee Dixon favored the resolution.

5/15-17  
**Approval of Funding for 2015-2016 Merit Lane Appointments**
Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 authorize the endowment of two new Merit Lane appointments for fiscal year 2015-2016.”

Mr. Salzberg seconded the motion; Dr. DiLeonardi called the roll:

Ms. Harada   Aye
Mr. Salzberg   Aye
Mr. Frank   Aye
Ms. Tennes   Aye
Dr. DiLeonardi   Aye
Mr. Stafford   Absent
Mr. Wadhwa   Absent

The motion carried; Student Trustee Dixon favored the resolution.

5/15-18  
**Acceptance of Administrative Resignations**
Mr. Salzberg offered:
“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts the resignations of Dr. Merrill Irving, Jr., effective June 30, 2015, and Dr. Adam Hayashi, effective July 6, 2015.”

Dr. DiLeonardi seconded the motion and called the roll:

Ms. Harada   Aye
Mr. Salzberg   Aye
Mr. Frank   Aye
Ms. Tennes   Aye
Dr. DiLeonardi   Aye
Mr. Stafford   Absent
Mr. Wadhwa   Absent

The motion carried; Student Trustee Dixon favored the resolution.

5/15-19  
**Acceptance of a Grant**
Mr. Dixon offered:
“Be it resolved that the Board of Trustees of Community College District 535 accept $2,264 from the Illinois Community College Faculty Association under its Dr. Joseph T. Cipfl Faculty Grants initiative for a student success research project proposed by Professor of Biology, Kristi Zenchak.”

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

5/15-20  
**First Read of Policies**
Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts the proposed review and revisions of Policy 4313 and the addition of new Policy 4229, as presented, with action to take place at the next regularly scheduled meeting of the Board of Trustees on June 23, 2015.”
Dr. DiLeonardi seconded the motion; a voice vote was called and the motion passed unanimously.

**Adjournment**
Chair Harada announced that the next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be Tuesday, June 23, 2015 beginning at 7:30 p.m. at the College’s Des Plaines campus located at 1600 E. Golf Road, in room 1506.

There being no further business before the Board, Ms. Harada asked for a motion to adjourn the meeting. Ms. Tennes made the motion, which was seconded by M. A voice vote was called and the meeting was adjourned at 8:45 p.m.

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*D. Patricia Harada*  
Patricia Harada, Chair

**William Stafford**  
William Stafford, Secretary

cc  
5/2015

A video recording of the May 26, 2015 meeting was made and may be viewed by calling the Library and Instructional Media Services office at (847) 635-1640.