

**Minutes of the Oakton Community College Board Meeting  
September 20, 2011**

The 656th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, September 20, 2011 at the Oakton Community College Des Plaines campus.

**Call to Order and Roll Call**

Chairman Ann Tennes called the meeting to order at 6:35 p.m. in room 1502; Secretary Joan DiLeonardi, called the roll:

Ms. Tennes	Chairman	Present
Mr. Wadhwa	Vice Chairman	Present
Dr. DiLeonardi	Secretary	Present
Dr. Alexopoulos		Present
Ms. Harada		Present
Mr. Stafford		Present
Mr. Staley		Present
Ms. Farugia		Present

**Closed Session**

Dr. George Alexopoulos moved for a motion to go into closed session for the purpose of considering the appointment, employment, compensation, discipline, performance, or dismissal of employees; potential litigation; and collective negotiating matters. Ms. Angie Farugia seconded the motion; Dr. DiLeonardi called the roll:

Ms. Tennes	Aye
Mr. Wadhwa	Aye
Dr. DiLeonardi	Aye
Ms. Harada	Aye
Mr. Stafford	Aye
Dr. Alexopoulos	Aye
Mr. Staley	Aye
Ms. Farugia	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 for Lifelong Learning; and Mr. Arnie Oudenhoven, Associate Vice President, Human Resources. Mr. Staley made a motion to adjourn, Mr. Wadhwa seconded; the meeting was adjourned at 7:30 p.m.

**Call to Order and Roll Call**

Chairman Tennes called the open session to order at 7:40 p.m. in room 1506; Secretary DiLeonardi called the roll:

Ms. Tennes	Chairman	Present
Mr. Wadhwa	Vice Chairman	Present
Dr. DiLeonardi	Secretary	Present
Dr. Alexopoulos		Present
Ms. Harada		Present
Mr. Stafford		Present

Mr. Staley  
Ms. Farugia

Present  
Present

### **Pledge of Allegiance**

### **Approval of the Minutes**

Ms. Tennes asked for a motion for the approval of the minutes of the August 16, 2011 Board meeting. Mr. Wadhwa made the motion which was seconded by Ms. Farugia. A voice vote was called; the minutes were unanimously approved.

### **Statement by the President**

Dr. Lee began by welcoming everyone back to the new academic year. Due to the absence of Kathleen DeCoursey, Classified Staff Union President, Dr. Lee presented the classified staff in attendance: Eileen Cukierski, President's Office; Ken Doll, Instructional Media Services; Jeff Hawkinson, Instructional Media Services; Jeff Moro, Information Technology; and Peter Rasmussen, Library and 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: Jinhee Canfield, Assistant Professor, Mathematics; John Carzoli, Professor, Physics; Pam Drell, Professor, English; Tom Firak, Professor, Biology; Holly Graff, Professor, Philosophy; George Scharm, Professor, Law Enforcement; Jan Thompson-Wilda, Professor, Student Development and Psychology; Denise Top Rhine, Professor, Nursing; Sherrill Weaver, Professor, Library Services; and Linda Zimmerman, Professor, Student Development and Psychology.

Student trustee Angie Farugia introduced students Charmain Adlam, Shawn Liu, and students Laura Merins, Alina Nesteryak, Chanry Nhol-Choeun, and Alex Yuga, who were encouraged to attend the meeting by their political science teacher, Brendan Kelly.

Barbara Dayton, Adjunct Faculty, Social Sciences and Business, and Adjunct Faculty President, presented the adjunct faculty in attendance: Kalyani Banerjee, Chemistry; Cindy Del Menico, Business; Rondell Merrill, Sociology; and Jeff Moro, Computers.

The administrators present included Ann Marie Barry, Director, Student Life; Trudy Bers, Executive Director, Institutional Research, Curriculum and Strategic Planning; Sebastian Contreras, Jr., Director, Student Success; Carlee Drummer, Executive Director, College Advancement; Raul Garcia, Director, Accounting; Adam Hayashi, Dean, Science and Health Careers; Gregory James, Assistant Vice President Student Affairs, Office of Access, Equity and Diversity; Linda Korbel, Dean, Languages, Humanities and the Arts; Roxann Marshburn, Director, Grants and Alternative Funding; Arnie Oudenhoven, Associate Vice President, Human Resources; Doreen Schwartz, Director, Business Services; Lynn Seinfeld, Director, Business and Community Development; Bob Sompolski, Dean, Mathematics Technologies; Cheryl Warmann, Director, Enrollment Services; and Brad Wooten, Dean, Social Science and Business.

Members of the audience included Tracy Charniere, Michael Lundeen, and Wayne Serbin.

Dr. Lee extended condolences to the College community at the loss of Mark Sprecher. Mark's service at the College began as a student employee and a staff member since 1982; he will be greatly missed. Mary Reinke, President's Office, on the passing of her mother-in-law; Laura Thelen, Nursing faculty, on the passing of her mother and mother-in-law; and to the family of Oakton retiree Beverly Medina, who worked for many years in the Registrar's Office.

Congratulations and awards were presented by Dr. Lee and Chairman Tennes, to the following faculty: Jay Cohen, John Carzoli, Holly Graff, Julia Hassett, Jan Thompson-Wilda and Sherrill Weaver, on receiving recognition from the National Institute of Staff and Organizational Development (NISOD). Dr. Tom Hamel explained that NISOD represents the innovations and accomplishments of faculty of community colleges at the national level. To receive this award is quite an honor, and it indicates the level of innovation, commitment and originality on the part of Oakton's faculty. Dr. Lee offered congratulations and thanks to Groundskeeper Ken Schaefer, and to everyone who participated in the College's community garden. We received a letter from the Maine Township Food Pantry expressing their gratitude for the organic vegetables that the College has been able to donate throughout the summer from the Des Plaines garden.

On September 7th, the College held a 9/11 remembrance ceremony on the Des Plaines and Ray Hartstein Campuses. Dr. Lee extended her thanks to Shane Maxton, President of the Student Veterans Club, and their advisor Vince Donahue, as well as Ann Marie Barry, Carlee Drummer, and Technical Director of the Performing Arts Center, Tony Churchill, for their work in organizing the ceremonies. Three thousand yellow ribbons were tied onto a flag that is hanging in the Des Plaines campus main lobby, in memory of each person who lost their life that day. Dr. Lee extended her thanks to Trudy Bers, and everyone who worked with her on September 9th, as we kicked off the next strategic plan, *Connecting What Matters*. Chairman Ann Tennes and Trustee Patricia Harada represented the Board.

On September 19th, the College welcomed a delegation from the Medical University of Pleven in Bulgaria, who visited the Des Plaines campus. The object of their visit was to discuss a 2+4 medical degree in partnership with Oakton. This program would allow students to come to Oakton for two years and then go to the university in Pleven, Bulgaria to complete a medical degree. The group met with Dr. Tom Hamel, Dean Adam Hayashi, and Professors Michael Carr and John Carzoli. On September 27th, the College will receive a delegation from the Republic of Georgia, whose goal is to learn more about the American community college system, particularly career and technical education.

Dr. Lee introduced Ms. Bonnie Lucas, Vice President of Information Technology, who presented to the Board a report on the College's website. This presentation was a joint project between College Advancement and Information Technology. Ms. Lucas began by saying that one of the most rewarding aspects of the current 2012 Strategic Plan was the Board's commitment to fund activities which were out of the scope of the normal operation budget. These were called strategic initiatives and were designed to let us make significant progress towards our strategic goals. One of our strategic goals was called 'One College: Four Campuses'. One of the objectives under that strategic goal was to improve the College's website. Ms. Lucas briefly described the different looks and usability of the websites that the College has maintained throughout the years.

In 2010, the College conducted a usability study where perspective and current students, and a number of faculty and staff, were interviewed on the usability of the website. Ms. Lucas stated that some very good information and feedback was gathered from those interviews. In an effort to confirm that feedback, it was decided that an external third party evaluation of Oakton's website might prove advantageous. The College submitted the website for review to Mr. Nick DeNardis, the host of the video blog, EDU Checkup. Mr. DeNardis reviews higher education websites from the point of view of a first time visitor, while critiquing the design, information architecture and code of the sites. Mr. DeNardis also is the Associate Director of Web Communications at Wayne State University. In April 2010, Mr. DeNardis evaluated Oakton's website. The College scored very admirably, as the overall score was an A. At this time in the meeting, Ms. Lucas played the video of Mr. DeNardis's review for the Board and the audience. At the conclusion of the video, Ms. Lucas commented that it was gratifying to have outside

validation that agreed with our own findings that the website is in fact working well. Dr. Carlee Drummer noted that there were a couple of areas that Mr. DeNardis pointed out where there could be some improvement. Those points were well taken and will be reviewed.

## **New Business**

**Public Participation** – Community member Mr. Wayne Serbin briefly discussion the newly opened Rivers Casino which is located in Des Plaines.

### **9/11-1a Approval of Adoption of Consent Agenda**

Mr. Stafford offered:

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

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

### **9/11-1b Approval of Consent Agenda Items 9/11-2 through 9/11-6**

Mr. Staley offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 9/11-2 through 9/11-6 as listed in the Consent Agenda.”

### **9/11-2 Ratification of Payment of Bills for August 2011**

"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 \$6,184,393.70 for all check amounts as listed and for all purposes as appearing on a report dated August 2011."

### **9/11-3 Acceptance of Treasurer's Report for August 2011**

“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 August 2011.”

### **9/11-4 Ratification of Actions of the 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 \$292,724.88 for all funds listed in items a, b and d.”

a. Salary payments in the amount of \$3,000.00 for part-time teaching services for the Alliance for Lifelong Learning Spring, 2011.

b. Salary payments in the amount of \$1,375.00 for part-time teaching services for the Alliance for Lifelong Learning Summer 2011.

c. Salary rescinds in the amount of \$264.00 for part-time teaching services for the Alliance for Lifelong Learning Summer, 2011.

d. Salary payments in the amount of \$288,349.88 for part-time teaching services for the Alliance for Lifelong Learning Fall 2011.

### **9/11-5 Authorization to Pay Professional Personnel**

1. "Be it resolved that the Board of Trustees of Community College District 535 authorizes the payment of salaries for teaching on a part-time basis during the fall semester, 2011; the total amounting to \$3,542,587.94."

2. "Be it further resolved that the Board of Trustees of Community College District 535 authorizes the payment of salaries for teaching on an overload basis during the fall semester, 2011; the total payment amounting to \$263,387.60."

3. "Be it further resolved that the Board of Trustees of Community College District 535 authorizes the payment of stipends, not to exceed \$ 11,725.60."

9/11-6

**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 Basic Nurse Assistant Training Program

The Bethany Terrace – Morton Grove

For the Health Information Technology Program

Marianjoy Rehabilitation Hospital & Clinics, Inc., d/b/a

Marianjoy Rehabilitation Hospital – Wheaton

For the Medical Laboratory Technology Program

Alexian Brothers Medical Center – Elk Grove Village

For the Physical Therapist Assistant Program

Quality Therapy and Consultation, Inc. and Quality Therapy of Illinois – Orland Park.”

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

Ms. Tennes	Aye
Mr. Stafford	Aye
Ms. Harada	Aye
Dr. DiLeonardi	Aye
Mr. Staley	Aye
Dr. Alexopoulos	Aye
Mr. Wadhwa	Aye

The motion carried. Student Trustee Farugia favored the resolution.

9/11-7

**Ratification of Board of Trustees Scholarships for 2011-2012**

Ms. Farugia offered:

“Be it resolved that the Board of Trustees of Community College District 535 ratify the Board of Trustees’ Scholarships for the academic year 2011-2012 to Anne Antonio, Ramin Anushiravani, Laura Arneson, Diana Granados, and Safail Yelizarov.”

Ms. Harada seconded the motion.

Ms. Tennes thanked the Scholarship Committee for their work in going through the scholarship applications and selecting the appropriate candidates to receive the Board scholarships. Ms. Tennes encouraged her colleagues to attend the Scholarship Banquet as it is a wonderful event.

A voice vote was called and the resolution passed unanimously.

9/11-8

**Authorization to Approve September Purchases**

Ms. Harada 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>
9/11-8a	1	Microsoft Software Licensing/Support	Dell Marketing, LLP	\$48,148.69
9/11-8b	1 & 2	Grant Funded Forensic Argon Laser Equipment	Arrowhead Forensics	\$28,690.00
GRAND TOTAL				\$76,838.69.”

Mr. Staley seconded the motion. Dr. DiLeonardi called the roll:

Dr. DiLeonardi	Aye
Ms. Tennes	Aye
Mr. Stafford	Aye
Ms. Harada	Aye
Mr. Staley	Aye
Mr. Wadhwa	Aye
Dr. Alexopoulos	Aye

The motion carried; Student Trustee Farugia favored the resolution.

**9/11-9 Preview and Discussion of October Purchases**

This is not an action item; it is a preview and opportunity to discuss upcoming October purchases: Food Service for Early Childhood Education Centers; Field Study Courses; Allied Health Training for Pharmacy Technology Program; and Automotive Equipment.

**9/11-10 Acceptance of Full-time Faculty Retirement**

Mr. Staley offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept the retirement of Sandy Kubala.”

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

Ms. Tennes	Aye
Ms. Harada	Aye
Mr. Stafford	Aye
Dr. DiLeonardi	Aye
Mr. Staley	Aye
Dr. Alexopoulos	Aye
Mr. Wadhwa	Aye

The motion carried; Student Trustee Farugia favored the resolution.

**9/11-11 Acceptance of Grants**

Ms. Farugia offered:

"Be it resolved that the Board of Trustees of Community College District 535 accept the attached resolutions, 9/11-11a through 9/11-11d, for the following grants:

- a. Illinois Arts Council Visual Arts Program Grant in the amount of..... \$3,000.00
  - b. Illinois Community College Board Capital Renewal Appropriation Grant in the amount of ..... \$422,700.00
  - c. National Science Foundation Advanced Technological Education Grant in the amount of ..... \$160,000.00
  - d. Federal Emergency Management Association Disaster Grant in the amount of..... \$26,442.08
- for a total of \$612,142.08"

Chairman Tennes thanked staff for their efforts to secure this outside funding, as it is an important part of the College’s finances. Dr. Lee thanked Dean Sompolski for his leadership in helping to securing the NSF Grant in the amount of \$160,000.

Dr. Alexopoulos seconded the motion. A voice vote was called and the resolution passed unanimously.

**Adjournment**

The next regularly scheduled meeting of the Board of Trustees of Oakton Community College District 535 will be Tuesday, October 18, 2011 beginning at 7:30 p.m. at the Oakton Community College Des Plaines campus located at 1600 E. Golf Road, Des Plaines, in room 1506.

There being no further business before the Board, Ms. Tennes asked for a motion to adjourn the meeting. Dr. Alexopoulos offered the motion which was seconded by Ms. Farugia. A voice vote was called and the meeting was adjourned at 8:40 p.m.

*Ann E. Tennes*  
Ann E. Tennes, Chairman

*Angie Farugia*  
Angie Farugia, Acting Secretary

ec  
9/11

A video recording of the September 20, 2011 meeting was made and may be viewed by calling the Library and Instructional Media Services office at (847) 635-1640.