The 691st meeting of the Board of Trustees of Community College District 535 was held on Tuesday, September 16, 2014 at the Oakton Community College Des Plaines campus.

**Call to Order and Roll Call**
Chairman Bill Stafford called the meeting to order at 6:30 p.m. in room 1502; Secretary Ann Tennes called the roll:

- Mr. Stafford  Chairman  Present
- Ms. Harada  Vice Chairman  Present
- Ms. Tennes  Secretary  Present
- Ms. Bashiri-Remetio  Present
- Dr. DiLeonardi  Present
- Mr. Frank  Present
- Mr. Wadhwa  Present
- Mr. Alferes  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, dismissal of employees, pending litigation, and collective negotiating matters. Ms. Bashiri-Remetio seconded the motion; Ms. Tennes called the roll:

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

Also present: Mr. Arnie Oudenhoven, Presidential Search Consultant.

At 7:50 p.m. Ms. Harada made a motion to adjourn the session, seconded by Ms. Bashiri-Remetio. A voice vote was called, and the meeting was adjourned.

**Call to Order and Roll Call**
Mr. Stafford called the open session to order at 7:55 p.m. in room 1506; Ms. Tennes called the roll:

- Mr. Stafford  Chairman  Present
- Ms. Harada  Vice Chairman  Present
- Ms. Tennes  Secretary  Present
- Ms. Bashiri-Remetio  Present
- Dr. DiLeonardi  Present
- Mr. Frank  Present
- Mr. Wadhwa  Present
- Mr. Alferes  Present
Pledge of Allegiance

Comments by the Chairman – Chairman Stafford asked the audience to observe a moment of silence for founding Board Chairman Ray Hartstein, who passed away on September 7, 2014.

Approval of Minutes
Mr. Stafford asked for a motion for the approval of the minutes of the August 19, 2014 meetings. Ms. Tennes made the motion which was seconded by Ms. Bashiri-Remetio. A voice vote was called and the minutes were unanimously approved.

President Lee welcomed everyone, and asked introductions of those present:

Kathleen DeCourcey, College Advancement, and Classified Staff Union President, presented: Kate Anastasiadis, Access and Disability Resource Center; Philip Cronin, Media Services; Eileen Cukierski, President’s Office; Christine Dentamaro, Access and Disability Resource Center; Jamal Evans, Media Services; Theresa O’Sullivan, Access and Disability Resource Center; Richard Schwass, Facilities; and Jesse Wallace, Media Services.

Katherine Schuster, Professor of Education, and Full-time Faculty Union President, presented: Carla Ferguson, Professor, Nursing; Christopher Saunders, Associate Professor, Mathematics; Marguerite Solari, Professor, Modern Languages; John Stryker, Professor, Computer Technologies and Information Systems; Joan Boggs-Warmbold, Professor, Psychology; and Dorota Zak, Associate Professor, Mathematics.

Barbara Dayton, Lecturer of Sociology, and Adjunct Faculty President, introduced: Kalyani Banerjee, Lecturer, Chemistry; Barry Dayton, Lecturer, Mathematics; and Cathy Willis, Lecturer, Psychology.

Student Trustee Daniel Alferes introduced student Jake Schmidt.

Administrators present included: Michael Anthony, Assistant Vice President, Access, Equity, and Diversity; Michael Carr, Assistant Vice President, Academic Affairs; Leana Cuellar, Assistant Director, Student Success; Karen Epps, Director, Budget and Accounting Services; Mark Kiel, Director, Counseling; Linda Korbel, Dean, Languages, Humanities and the Arts; Mum Martens, Executive Director, Human Resources; Gary Newhouse, Dean, Library and On-line Learning; Bruce Oates, Director, Athletics and Registrar Services; Doreen Schwartz, Director, Business Services; Leah Swanquist, Director, Facilities; Cheryl Warmann, Director, Enrollment Services; and Brad Wooten, Dean Social Sciences and Business.

Guests: Arnie Oudenhoven, Wayne Serbin, and Russell Wartalski.

Statement by the President
President Lee began by seconding Chairman Stafford’s sentiments about the great loss that the College has suffered in the passing of Ray Hartstein. We are all going to be lessened by his loss, but enriched by the work he did which was so profound in the early days of the College. The Oakton community does owe Ray Hartstein a debt of gratitude.

President Lee offered condolences to Debbie Albano, English professor, on the passing of her mother-in-law; and congratulations to Mimi Mulcrone, Library Assistant, on the birth of her granddaughter, Astrid Ruth. President Lee offered thanks to Ann Marie Barry, Director of Student Life, and all who helped with Fall Fest. Also, recognized were the efforts of the Green Committee who orchestrated the recycling of everything that could be recycled at both the Des Plaines and Skokie campus Fall Fest events. President Lee recognized Michele Brown, Director of Enrollment Management, and all faculty, staff, and administrators who responded to a request from New Trier High School, and welcomed a group of their students who are in an alternative education program. President Lee read a note that she received from New Trier’s English instructor Robert Guy, who accompanied
the students on their visit, which thanked Ms. Brown and her colleagues for coordinating such an excellent visit for the students.

Dr. Joianne Smith introduced Dr. Michael Anthony, who presented to the Board, Teresa O’Sullivan, Coordinator of Special Needs, for the Access and Disability Resource Center (ADRC). Dr. Anthony pointed out that under Ms. O’Sullivan’s leadership, the ADRC staff, programming, and services have grown. Ms. O’Sullivan introduced Kate Anastasiadis, Accessibility Specialist, who began by stating that the difference between high school and college, for students with disabilities, is that in order to receive assistance the students need to contact the ADRC office in order to have their disability documented. In doing so, the student is then eligible for the many types of assistance that the ADRC can provide. Ms. Anastasiadis outlined the types of student disabilities the ADRC serves: learning, psychological, physical, visual, and hearing disabilities, as well as chronic health conditions. Students from the learning and psychological disabilities categories, including Attention Deficit Hyperactivity Disorder, are among the greatest population of students that are served. Ms. O’Sullivan next spoke about how the ADRC has tailored its Strategic Plan based on elements of the College’s Strategic Plan, which includes: academic excellence, student success, and connected communities. The ADRC is often tapped as a resource for others in the community by providing information about resources that are available in our district.

Next, Ms. O’Sullivan introduced Chris Dentamaro, Accessibility Specialist, who discussed Universal Design strategies that teachers can use in their classes. Consultations are provided for faculty and staff when creating curricula and programming in order to maximize accessibility for students with disabilities. Universal Design accommodations include extended time on exams; note services; electronic texts; enlarged materials; sign language interpreting; Braille; and assistive technology. Ms. O’Sullivan concluded that making early connections with students, providing both academic challenges and academic and social supports, and having high expectations of students, are some of the greatest ways to contribute to student success.

Ms. O’Sullivan introduced to the Board student Jake Schmidt, who spoke about that when he was in high school he was told that he would never get through college classes because he had attended special education classes. After high school, Jake shared that he went away to school; he soon realized that the school he was attending did not have the right type of support and accommodations for him. When Jake arrived at Oakton, he forged an excellent relationship with Ms. Dentamaro and Ms. Anastasiadis. While at Oakton, Jake has made use of assistive technology and tutoring services. If it were not for the ADRC, Jake said that he probably would not have gotten as involved at Oakton as he has. Currently he is a student ambassador, is on the Student Judicial Board, Ecology Club, ADRC student panels, and has worked with the naturalist on campus. Jake concluded by saying that Oakton has not only taught him that he can do anything he puts his mind to, but has also given him the tools to help him better navigate his future. At the conclusion of the presentation, Trustee Tennes commended the ADRC staff for an excellent presentation and thanked them for their dedication and efforts on behalf of the students. The Board wished all the best to Jake Schmidt in his future endeavors.

Public Participation – none

Chairman Stafford gave an update on the Presidential Search process. Mr. Stafford thanked the faculty, administrators, staff, and students who attended any of the three stakeholder meetings, and who participated in the on-line survey during the week of September 8. The meetings were well attended by the trustees who were interested in the input about traits, characteristics, and priorities that those in attendance felt were important for the next President of Oakton to possess. Mr. Stafford also thanked everyone for their nominations to the Presidential Search Committee. It is an exciting list with many wonderful candidates, and it assures that all of the constituencies of the College will be represented. Chairman Stafford said that the Search Committee will be selected by the end of September and he assured everyone that the search process will be a solid community effort.
New Business

9/14-1a 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.”

Ms. Theresa Bashiri-Remetio seconded the motion; a voice vote was called and the motion passed unanimously.

9/14-1b Approval of Consent Agenda Items 9/14-2 through 9/14-6
Ms. Harada offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 9/14-2 through 9/14-6, as listed in the Consent Agenda.”

9/14-2 Ratification of Payment of Bills for August 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 $9,421,070.50 for all check amounts as listed and for all purposes as appearing on a report dated August 2014.”

9/14-3 Acceptance of Treasurer’s Report for August 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 August 2014.

9/14-4 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 action of the Executive Board in items a to c and hereby approves the expenditures in the amount not to exceed $120,610.46 for all funds listed in items a and b.”

a. Salary payments in the amount of $959.50 for part-time teaching services for the Alliance for Lifelong Learning Summer, 2014.

b. Salary payments in the amount of $119,650.96 for part-time teaching services for the Alliance for Lifelong Learning Fall, 2014.

c. Salary rescinds in the amount of $90.75 for part-time teaching services for the Alliance for Lifelong Learning Summer, 2014.

9/14-5 Authorization to Pay Professional Personnel – Fall 2014
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, 2014; the total payment amounting to $3,648,537.86."

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, 2014; the total payment amounting to $268,294.20."

9/14-6 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 Health Information Technology Program
NorthShore University HealthSystem – Evanston
OSF Saint Anthony Medical Center – Rockford
For the Physical Therapist Assistant Program
Advocate North Side Health Network d/b/a Advocate Illinois Masonic Medical Center – Chicago
Ms. Tennes seconded the motion. Trustee Frank asked if any of the College’s clinical practice agreements involving Advocate Health Care and NorthShore University Health System will be affected if there is a merger between the two. President Lee replied that at this point in time, a merger should not affect the College’s clinical agreements. Dr. Tom Hamel also said that there should not be any reduction in clinical sites unless a substantial number of facilities began to close; the administration will be monitoring the situation.

Ms. Tennes called the roll:

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

The motion carried; Student Trustee Alferes favored the resolution.

9/14-7  Ratification of Board of Trustees’ Scholarships for 2014-2015
Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 ratify the Board of Trustees’ Scholarships for the academic year 2014-2015 to Alexander Anagnostopoulos, Alla Glantsman, Elizabeth Juern, Carissa Mason, and Nicholas Napravnik.”

Ms. Bashiri-Remetio seconded the motion; a voice vote was called and the motion passed unanimously.

9/14-8  Authorization to Approve September Purchases
Ms. Bashiri-Remetio 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>9/14-8a</td>
<td>1</td>
<td>Contracted Instructional Training</td>
<td>St. Francis School of Radiography</td>
<td>$ 89,100.00</td>
</tr>
<tr>
<td>9/14-8b</td>
<td>1 &amp; 2</td>
<td>Microsoft License Agreement Renewal</td>
<td>OM Office Supply, Inc.</td>
<td>$ 52,245.75</td>
</tr>
<tr>
<td>9/14-8c</td>
<td>1 &amp; 2</td>
<td>Softball Field Renovation</td>
<td>Landworks, LTD</td>
<td>$ 383,889.00</td>
</tr>
<tr>
<td>9/14-8d</td>
<td>1 &amp; 2</td>
<td>Softball/Baseball Field Irrigation Supply</td>
<td>Mid America Underground, LLC</td>
<td>$ 66,999.00</td>
</tr>
</tbody>
</table>

Grand Total  $ 592,233.75.”

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

The motion carried; Student Trustee Alferes favored the resolution.

9/14-9  Preview and Information Regarding October 2014 Purchases
The following purchases will be presented for approval at the October 2014 Board of Trustees meeting: Laptop Computers; John Deere Gator Utility Vehicle; Moving Services; Lab Stools; and Automatic Transfer Switch.

9/14-10  Acceptance of Grants
Mr. Alferes offered:
"Be it resolved that the Board of Trustees of Community College District 535 accept the attached resolutions, 9/14-10a through 9/14-10e, for the following grants:

a. U.S. Department of Justice Bulletproof Vests Partnership Program grant in the amount of………………………………..….                                                                    $4,343.95
b. Illinois Arts Council Visual Arts Program Grant in the amount of……………………………………………………… $6,000.00
c. Illinois Arts Council Presenters’ Development Program Grant in the amount of ……………………………………………….. $6,250.00
d. Illinois Community College Board Programs of Study Grant in the amount of……………………………………………………… $4,987.00
e. Illinois Community College Board Externship Grant in the amount of………………………………………………………… $3,017.00

for a total of   $24,597.95.”

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

9/14-11 Resolution Designating Date, Time and Place for Filing Board of Trustees Nominating Petitions
Ms. Tennes offered:
“WHEREAS, an election is to be held in Community College District No. 535 on April 7, 2015, for the election of two members of the Board of Trustees, each to serve for a term of six years; and, WHEREAS, the Election Code and the Public Community College Act direct the Board Secretary to perform certain functions with respect to the receipt and filing of nominating petitions and statements of candidacy, or to designate a representative to perform such functions; and, WHEREAS, the Board finds it convenient and necessary to designate a member of the College staff to represent the Board Secretary in the performance of such functions, and at the request of and with the concurrence of the Board Secretary, the Board desires to designate the Secretary to the Board of Trustees as such representative;
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 535, COUNTY OF COOK AND STATE OF ILLINOIS, as follows:
Section 1. The place for receiving and filing nominating petitions and statements of candidacy for the election to be held on April 7, 2015 is hereby designated as Room Number 1500, Oakton Community College, 1600 E. Golf Road, Des Plaines, Illinois 60016.
Section 2. Pursuant to the authority conferred by the Public Community College Act, the Board hereby designates Eileen Cukierski, Secretary to Board of Trustees of Oakton Community College, to represent the Board Secretary in the performance of the Board Secretary's duties with respect to the receipt and filing of nominating petitions and statements of candidacy.

Section 3. The first day for filing petitions for positions on the Board of Trustees of Oakton Community College is Monday, December 15, 2014. The designated representative's office will be open for the receipt and filing of nominating petitions and statements of candidacy between 8:00 a.m. and 5:00 p.m., Monday, December 15 through Friday, December 19, 2014, and between 8:00 a.m. and 5:00 p.m. on Monday, December 22, 2014, the last day to file nominating petitions.

Section 4. The procedure to be followed by the designated representative of the Board Secretary for the receipt and filing of nominating petitions and statements of candidacy shall be substantially as follows:

a) The designated representative of the Board Secretary shall receive petitions in the order presented. She will mark upon each the date and hour received and the numerical order in which they were received. All petitions filed by persons waiting in line as of 8:00 a.m. on December 15, 2014, shall be deemed filed as of 8:00 a.m. Petitions filed by mail and received after midnight on December 15, 2014, and in the first mail delivery to Oakton Community College on December 15, 2014 shall be deemed filed as of 8:00 a.m. on December 15, 2014. All petitions received thereafter shall be deemed filed in the order of actual receipt.

b) Where two or more petitions are received simultaneously at the opening hour of the filing period, the designated representative of the Board Secretary shall break ties and determine the order of filing by means of a lottery, as provided by the Election Code.”

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

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

The motion carried; Student Trustee Alferes favored the resolution.

9/14-12  Authorization to the Name Science & Health Careers Center

Mr. Wadhwa offered:
“Be it resolved that in recognition of President Margaret B. Lee’s thirty years of dedicated service to higher education in general and to Oakton Community College in particular, and in anticipation of her retirement on 30 June 2015, the Board of Trustees authorizes the naming of the Science and Health Careers Center in her honor.”

Ms. Tennes seconded the motion and called the roll:

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

The motion carried; Student Trustee Alferes favored the resolution.
Adjournment

Mr. Stafford announced that the next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be Tuesday, October 21, 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, Mr. Stafford asked for a motion to adjourn the meeting. Ms. Bashiri-Remetio made the motion, which was seconded by Mr. Alferes. A voice vote was called and the meeting was adjourned at 8:45 p.m.

William Stafford
William Stafford, Chairman

Ann E. Tennes
Ann E. Tennes, Secretary

ee
9/2014

A video recording of the September 16, 2014 meeting was made and may be viewed by calling the Library and Instructional Media Services office at (847) 635-1640.