

**Oakton Community College
District 535**

**Minutes of the Oakton Community College Board Meeting
August 15, 2006**

The 597th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, August 15, 2006, at Oakton Community College, Des Plaines, IL.

Call to Order and Roll Call

Dr. Rosen, Acting Chair, called the meeting to order at 6:17 p.m. in room 1503 and the roll was called:

Mr. Wadhwa	Chair	Absent
Dr. Rosen	Vice Chair	Present
Mr. Williams	Secretary	Present
Dr. Alexopoulos		Absent
Dr. Barshis		Present
Mr. Collins		Present
Dr. DiLeonardi		Present
Mr. Emmanuel	Student Trustee	Present

Closed Session

Dr. DiLeonardi offered a motion to go into closed session for the purpose of considering the appointment, employment, compensation, discipline, performance or dismissal of employees, litigation, lease of property, and collective negotiating matters. Dr. Barshis seconded the motion; a voice vote was called and Dr. Rosen, Mr. Williams, Dr. Barshis, Mr. Collins, Dr. DiLeonardi, Mr. Emmanuel, Dr. Lee, Mr. Chirempes, Dr. Hamel, Ms. Lucas, Ms. Rizzo, Dr. Smith and Mr. Oudenhoven went into a closed session at 6:17 p.m. in Room 1503.

Mr. Collins offered a motion to adjourn the closed session. Dr. Barshis seconded the motion; a voice vote was called and the meeting was adjourned at 7:32 p.m.

Call to Order and Roll Call

Dr. Rosen reconvened the 597th meeting of the Board of Trustees at 7:40 p.m. in room 1506 and Secretary Williams called the roll:

Mr. Wadhwa	Chairman	Absent
Dr. Rosen	Vice Chairman	Present
Mr. Williams	Secretary	Present
Dr. Alexopoulos		Absent
Dr. Barshis		Present
Mr. Collins		Present

Dr. DiLeonardi		Present
Mr. Emmanuel	Student Trustee	Present

Also in attendance were Dr. Margaret Lee, Mr. George Chirempes, Dr. Thomas Hamel, Ms. Bonnie Lucas, Ms. Barbara Rizzo, Dr. Joianne Smith, Ms. Bridget Archer, Mr. Maurice Archer, Mr. David Arieti, Ms. Robyn Bailey, Dr. Kalyani Banerjee, Ms. Alice Barnhart, Ms. Ann Marie Barry, Ms. Linda Berendsen, Dr. Trudy Bers, Mr. Richard Bolinder, Ms. Cheryl Brown, Ms. Michele Brown, Mr. Robert Burton, Ms. Kathleen Christian, Mr. Joseph Cirone, Mr. Dale Cohen, Mr. Carl Costanza, Mr. Daniel Cunningham, Ms. Marilyn Davis, Mr. Timothy Davidson, Mr. Barry Dayton, Mr. Mo Deljoo, Dr. Carlee Drummer, Ms. Linda Ernst, Ms. Barbara Favia, Ms. Sandra Feldman, Ms. Lisa Fischer, Mr. Will Frank, Mr. Chad Ganger, Ms. Avis Gibbons, Mr. Dennis Graham, Mr. Paul Grassman, Ms. Laurie Gunning, Ms. Maria Haske, Ms. Donna Keene, Ms. Linda Korbel, Mr. Chester Kulis, Mr. James Lucas, Ms. Patricia Lucas, Ms. Toni Mammana, Ms. Roxann Marshburn, Ms. Madlan Mckernan, Mr. Joseph Mensik, Ms. Marion Miller, Ms. Heather Miller, Mr. Jeffrey Moro, Ms. Susan Moser, Ms. Robin Nash, Mr. Dale Navigato, Mr. Gary Newhouse, Mr. Bruce Oates, Mr. Ronald Otte, Jr., Mr. D. Arnie Oudenhoven, Mr. Les Pauls, Dr. Nancy Prendergast, Mr. Samuel Pudi, Ms. Terri Quam, Ms. Barbara Reineking, Ms. Denise Top Rhine, Ms. Donna Ryan, Mr. Paul Sanburg, Ms. Davida Schulman, Ms. Doreen Schwartz, Ms. Mary Scott, Ms. Anna Shipulina, Dr. Robert Sompolski, Mr. Steven Spera, Mr. Mark Sprecher, Mr. William Strond, Ms. Patricia Tadda, Ms. Judith Thompson, Ms. Cheryl Warmann, Ms. Diana Wendt, Mr. Kevin West, Mr. Robert Whitman, Mr. John Widera, Ms. Cathy Willis, Ms. Carol Wisner, Ms. Cheryl Wollin, Ms. Marilyn Wroblewski and Dr. Donna Younger.

Ms. Barbara Dayton represented the Adjunct Faculty Association; Dr. Laura Saret represented the Full-time Faculty Association; and Ms. Jillian Verstrate represented the Classified Staff Association.

Ms. Erin Holmes represented the Des Plaines *Daily Herald*. Ms. Patricia Dalzell was present as recording secretary to the Board.

Pledge of Allegiance

Dr. Joan DiLeonardi led the Pledge of Allegiance.

Approval of the Minutes of June 27, 2006, Meeting

Dr. Barshis offered a motion for approval of the minutes of the June 27, 2006, meeting. Dr. DiLeonardi seconded the motion.

A voice vote was called, and the Minutes of the June 27, 2006, meeting were approved.

Statement by the President

Dr. Lee welcomed everyone to the meeting and to the new academic year. She invited Board members and all College employees to the annual all College brunch on Thursday, August 17,

noting that the theme for 2006 was “Start Your Engines.” She welcomed Dr. Thomas Hamel, new Vice President for Academic Affairs to the Board table and then asked the Association Presidents to introduce their members.

Ms. Verstrate, President of the Classified Staff Association, introduced classified staff members Alice Barnhart and Marion Miller, Business Services; Richard Bolinder, Athletics; Dale Cohen, Admission and Enrollment Management; Daniel Cunningham, Theater; Pat Dalzell, President’s Office; Marilyn Davis and Patricia Tadda, Academic Affairs; Barbara Favia and Carol Wisner, Science and Health Careers; Sandra Feldman, Learning Center; Lisa Fischer, College Advancement; Will Frank, Television Services; Laurie Gunning and Paul Sanburg, Advising and Counseling; Maria Haske, Languages, Humanities and the Arts; James Lucas and Dale Navigato, Facilities Maintenance; Patricia Lucas, Facilities, Telecommunications; Mary Scott, Facilities; Toni Mammana, Susan Moser, Sam Pudi and John Widera, Information Technology; Robin Nash and Barbara Reineking, Alternative Education; Ronald Otte Jr., and Kevin West, RHC, Registration and Records; Les Pauls, Accounting Services; Terri Quam, Student Activities; Anna Shipulina, RHC, Alliance; Mark Sprecher, Instructional Media Services; Judith Thompson, Financial Aid; and Marilyn Wroblewski, Health Services.

Dr. Saret, President of the Full-time Faculty Association, introduced faculty members Bridget Archer, Associate Professor of Computer Technologies and Information Systems and Chair of Computer and Networking Systems; Denise Top Rhine, Professor of Nursing; Joseph Cirone, Professor of Mechanical Design, Chair of Computer Aided Design and Coordinator of Computer Networking Systems; William Strond, Associate Professor of Biology; Chad Ganger, Professor and Coordinator of Facilities Management and Engineering, Heating and Air Conditioning; and Robert Burton, Professor of Television and Production Services who was present in the television control room, operating the live cable feed of the Board meeting.

Mr. Emmanuel, Student Trustee, introduced student Tim Davidson, operating camera one and Steve Spera, Vice President for the Board of Student Affairs. Student Heather Miller and former student Diana Wendt, arrived after introductions.

Ms. Dayton, President of the Adjunct Faculty Association, introduced Adjunct Faculty members Linda Ernst, English; David Arieti, Biology; Madlan Mckernan, Oceanography; Cathy Willis, Psychology; Cheryl Brown, Computers; Jeff Moro, Computers; Davida Schulman, Art; Avis Gibbons, Biology; Kalyani Banerjee, Chemistry; Barry Dayton, Mathematics; Donna Ryan, Sociology; Cheryl Wollin, History and Political Science; Richard Bolinder, Basketball; Linda Berendsen, English; Kathleen Christian, English; and Chester Kulis, Sociology.

The administrators present included Maurice Archer, Director, Accounting Services; Robyn Bailey, Assistant Director of Lifelong Learning Programs and Operations; Ann Marie Barry, Director, Student Activities; Trudy Bers, Senior Director of Research, Curriculum and Planning and Executive Assistant to the President; Michele Brown, Director of Admission and Enrollment Management; Carl Costanza, Director, Facilities; Carlee Drummer, Executive Director, College Advancement; Dennis Graham, Dean, Science and Health Careers; Paul Grassman, Director, Software and User Services; Donna Keene, Senior Director, Alliance for Lifelong Learning Programs and Operations; Linda Korbel, Dean, Languages, Humanities and the Arts; Roxann

Marshburn, Director of Grants and Alternative Funding; Gary Newhouse, Dean, Library and Media Services; Bruce Oates, Director, Registration and Records; D. Arnie Oudenhoven, Director, Human Resources; Nancy Prendergast, Assistant Vice President, Academic Affairs, Dean, Ray Hartstein Campus; Doreen Schwartz, Director, Business Services; Robert Sompolski, Acting Dean, Mathematics and Technologies; Cheryl Warmann, Director, Financial Aid; and Donna Younger, Director, Learning Center.

Following introductions, Dr. Lee offered condolences to the members of the Oakton family who recently members of their families including the Livorsi Family, Beth Wrobel, Mike McNett, Marilyn Clay and Karin Hack. President Lee reminded everyone that the annual Oakton Educational Foundation fundraiser, *Oakton at Arlington*, would be held at the Arlington Race Track on Saturday, August 19.

Dr. Lee stated that she was invited to be recognized at the Sister Cities International 50th recognition awards in Washington, DC in July. She noted that she received the Local Government Leadership Circle Worldwide medal along with other recipients of this award, as well as a wonderful book that details the history of Sister Cities. Dr. Lee commented that Bea Cornelissen of the College Advancement office has been the College's liaison with the Des Plaines Sister Cities organization for many years and that she is the person who deserves the medal. The President commented on the many facets of our connection to Sister Cities including their support of student scholarships and the education of our students as effective global citizens. She publicly thanked Ms. Cornelissen for her work with Sister Cities.

Report to the Board - Facilities Condition Assessment: Advanced Technologies Group Inc.

Mr. Chirempes stated that in April 2006, Advanced Technologies Group was authorized to do a Facility Condition Assessment of the Des Plaines Campus. He introduced presenters Mo Deljoo, P.E., President, Noveen Consulting, and Joe Mensik, Senior Account Manager, Advanced Technologies Group, Inc., who presented a summary of the Facility Condition Assessment Report.¹

Mr. Mensik stated that tonight's report would give a brief overview of the process their firm followed in the Facilities Condition Assessment, how they generated the information that was gathered, and the delivery mechanisms offered to continue in the ongoing management of the assessment results.

Mr. Deljoo headed up the site assessment team and reported that his firm was commissioned to review the existing architectural and engineering systems at the Des Plaines Campus from a global perspective, compare the findings to other institutions, identify the deficiencies, and create a capital budget for future planning. He stated that their assessment included the overall components of the building such as the roof and exterior, and that they evaluated the windows, mechanical systems, heating and air conditioning systems, electrical and power distribution, plumbing systems, roads, sidewalks, parking lots and compliance issues related to the Americans

¹ A copy of the Advanced Technologies Group, Inc., Facility Assessment Report dated July 2006 is available for viewing in the President's office, room 1500, of the Des Plaines Campus.

with Disabilities Act (ADA). He further stated that they categorized expenditures in areas noted in the components of the building based on certain criteria such as code compliance, energy conservation, life safety and hazard issues, and service life of equipment. Mr. Deljoo noted that each system was given a narrative description of their findings including an executive summary and a ten year spending plan for each area.

Mr. Deljoo reported that the assessment process also included the development of an online facility information system for the Des Plaines Campus. He stated that once an assessment report is completed, it often goes into a binder on the shelf, whereas, in addition to the printed assessment report, they have created a live format where the assessment information can be used and updated continuously by the College.

Mr. Mensik commented that as facility information consultants, they took a challenging approach to what Oakton needed to do with the assessment information and developed a meaningful way to manage the information online. He stated that for security purposes, access to the online assessment information through the Advanced Technology Group (ATG) website is through the Director of Facilities, Mr. Costanza. Points noted by Mr. Mensik in regard to how ATG facility information consultants approach each project were:

- Develop the facility related information, including on-site verification, utilizing extensively tested methodologies.
- Deliver the information to authenticated users in a highly intuitive fashion without requiring new software, utilizing web-enabled technologies.
- Host and manage the information on secure servers to allow organizations to benefit from accurate facility data without requiring additional resources.

Mr. Mensik further reported that they developed the architectural floor plans based on Oakton's original construction documents so that they could graphically depict where the deficiencies are located. He stated that the online assessment information illustrates specific information regarding each deficiency including the estimated repair cost with the feature to track what was estimated and what was actually spent on the repair. Mr. Mensik noted that the final part of the online system included a web reporter whereby standard reports could be generated such as a condition analysis based on budget year, priority, and skill trade.

In closing, Mr. Mensik stated that one of the highlights of the assessment is that the College now has the ability to look at a ten year capital spending plan in regard to repairs, remodeling and construction projects through one centralized system. He stated that the report recommends \$13.3 million in improvements over the next ten years, an amount that is much lower compared to other institutions. He further stated that some of the work that is already projected for the upcoming year prior to the assessment includes road repairs.

Trustee Barshis asked how long the assessment took and if the health and safety issues were prioritized with critical issues being handled first.

Mr. Deljoo responded that the assessment took approximately six weeks and commented on the extensive cooperation received from Oakton's Facility Department personnel in comparison to other institutions. He stated that the first year noted in the assessment report is the critical year

and although these issues are a matter of judgment and not necessarily a College priority, items such as life safety are critical issues.

Trustee Collins commented on the condition of the College roadways and noted that the assessment report suggests a land bridge over an area of the road experiencing constant problems due to changing site and soil conditions. He asked if the consultants considered sidewalks and possibly a bicycle path along the roadways in order to make traveling along the roads safer. Mr. Collins also questioned the College's telephone line capacity and asked if we were running out of capacity. He commented on the lack of cellular telephone reception within the building and further asked if the assessment indicated the need for additional security cameras.

Mr. Deljoo commented that concrete sidewalks adjacent to the building were recently replaced and that only existing conditions such as necessary road repairs were assessed during the report; therefore, it did not include adding sidewalks along the roadways. Mr. Deljoo further commented that the phone system beyond the PBX was not included in the scope of the work, to which Ms. Lucas added that because of the connection capacity between the Skokie and Des Plaines Campuses, the College's telephone line capacity is not in any jeopardy of running out of space for many years to come.

In response to Mr. Collins question regarding security cameras, Mr. Mensik responded that a review of the security cameras was not included in the scope of the work they were hired to do. Mr. Deljoo added that his firm is not qualified to provide comment on the effectiveness of the security cameras even if it was included in the assessment; however, they could determine how many cameras would be needed and provide a budget for them.

Mr. Ganger asked if water from the Des Plaines Campus retention pond could be used for heat pumps as an energy conservation measure. Mr. Costanza responded that Mr. Ganger's suggestion was not in the scope of the assessment work. He stated that the Facilities Condition Assessment included reviewing what we already have in place, how long it would last and how much money it would take to replace it with similar equipment. He noted that energy conservation issues would be handled separately at a later date.

Dr. Rosen thanked Mr. Deljoo and Mr. Mensik for their informative report. He also thanked Mr. Costanza for his work in assisting the assessment team. He stated that the action items will be reviewed by the appropriate administrator and reported back to the Board of Trustees.

Public Participation

Dr. Rosen stated that there were three requests from members of the public to speak to the Board. He invited Ms. Fischer, Mr. West and Mr. Serbin, respectively, to the podium for their comments.

Ms. Lisa Fischer of Highland Park addressed the Board:

Thank you for this opportunity to speak on behalf of my fellow Oakton staffers.

Back in March, we elected a team of five colleagues to represent us during this year's staff contract negotiations. Based on the feedback we gave them, they came up with goals to achieve on behalf of the entire membership. Our team has worked diligently throughout the past 4 months, along with our chief negotiator from Local 1600, Perry Buckley. Unfortunately, they still have not reached even a tentative agreement on a contract which, as you know, expired on June 30, 2006.

Even though the administration gives lip service to the importance of non-teaching staff at Oakton – and there are some 300+ of us, both full- and part-time – the fact remains that, until last year, staff have never received the same percentage raise as Oakton's faculty. In addition to this discrepancy in salary percentage increases, there is another discrepancy in how staff health benefits are funded. Historically, the College has funded health insurance benefits for staff at a lower per-person rate than faculty, which has the effect of forcing staff to pay higher premiums for the same health insurance coverage! It's one thing for top management to voice the belief that we're all one Oakton Family, and then act as though some members of the family are more equal than others.

Now we are again being asked to accept less-than-equal treatment where six Chicago area community colleges have demonstrated their belief in equity for all of their employees. Moraine Valley, Triton, Morton, Prairie State, South Suburban and the City Colleges of Chicago have contracts that award staff at least the same percentage of increase in salary that faculty have received. And their staff contribute either the same amount or a lesser share for health coverage than the faculty. It is demoralizing to think that at Oakton – one of the premier community college districts in the state – the Board and administration have made a conscious decision not to allocate funds for this worthy purpose.

I would like to emphasize that our goal is not to receive the same salary levels as faculty earns, but to receive the same percentage raise "in our pockets." Because Oakton staff are also dedicated to helping our College achieve excellence, we have offered a good faith effort to achieve parity with faculty in a cost-conscious manner. We are offering to "go against the trend" at other colleges and pay a higher amount towards our health care premiums than faculty have agreed to in their last contract. What more can the college expect?

I sincerely hope that these differences can be amicably resolved in the near future. With our Higher Learning Commission activities swinging into full force this fall and a new academic year, we staff would like to approach our jobs knowing that we have received a fair and equitable contract settlement. Thank you again for your time and attention.

Mr. Kevin West of Skokie read a prepared statement from Mr. Perry Buckley, President of the Cook County Teachers Union.

As I am not available this evening, I am asking Kevin West to read this short statement to you. Thank you for this opportunity.

As you know, in June, I addressed this Board and informed you that the negotiation teams for the Oakton Classified contract were close to settlement. I further stated that the major obstacle was the proposed percentage wage on the table. I informed the Board of the fact that every classified contract negotiated in Cook County the past year has resulted in the classified staff receiving the same or better percentage raise than the faculty. Let me remind you that we are not asking for the same salaries or the same compensation as the faculty. We are simply asking for the same percentage raise.

My Irish father was oft to say, "When someone says, 'It's the principle, not the money,' it's the money." In this case, he would be wrong. The amount of money on the table to get this deal done is a very small additional fraction to what has already been negotiated and agreed to at the table. Further, at last week's table, the union made a concession which would fund half of the remaining gap. Your team was not prepared to meet us at that half-way point. We are talking less than \$10 a pay period for an employee making \$40,000 a year. Clearly this is principle.

Classified Staff are seeking the respect and esteem given to all other employees. We are asking for our contribution to the Oakton community to be recognized. We are asking to be full and equal partners in the work we do to make Oakton the excellent college it is. We believe that work is important, if not vital, to the educational process here at the college.

We are scheduled to meet again at the table this Thursday at 11:30 a.m.; however, I understand the Administration has requested that this meeting be postponed by about two weeks. We are respectfully asking the Board to give the college administration team the authority to approve the remaining dollars needed to give your classified staff the same dignity and recognition you have given to the other fellow Union brothers and sisters here at the college.

Thank you very much.

Mr. Kevin West then addressed the Board with his personal comments.

I would like to add to President Buckley's words just this: I am one of the classified members here at Oakton who believes my work is important to the college. Every day, my job in Registration and Records is about smoothing the roads for many, so that they may attend Oakton.

I'll use the following analogy to illustrate my perspective on this matter. A fine, well-tuned automobile is a good thing to have. An experienced driver steering the vehicle and a well-maintained open road all combine to make it a truly enjoyable

experience. I ask the Board: In what direction is the administration steering us and will it take our well-oiled machine off road?

We are a triad, each needing the other two in order to work, each deserving of equal respect for our contribution. I know the work I do is important. All we, the Classified Staff seek is the respect of the same raise you have given our other colleagues here at Oakton. Thank you.

Mr. Wayne Serbin, Des Plaines resident, addressed the Board².

Mr. Serbin addressed the issue of the City of Des Plaines intent to form a Tax Increment Financing (TIF) District in the area between Rand, River and Golf Roads with the exception of the land occupying the Rand Road Mobile Home Park. He questioned diverting property tax dollars from our cash-strapped schools by turning an already thriving area that is not blighted into a TIF district in order to enhance the coffers of the city government. Mr. Serbin explained that TIF districts freeze the taxes paid to schools, park districts, counties and other taxing districts within their boundaries for 23 years. He stated that everyone else's taxes are not frozen; therefore, they continue to escalate due to appreciation, improvements and new developments. He further stated that the extra taxes paid above the frozen amount go into the TIF pool of dollars which will be spent by the city on specific projects in the TIF district. Mr. Serbin noted that the outcome is that the city is actually diverting tax dollars from taxing districts such as Oakton Community College for their own use. He commented on his attendance at a recent meeting of the Joint Review Board and stated that no one from Oakton Community College attended the meeting. He suggested that the College designate a TIF representative so that our presence is known at the next public hearing to be held on September 25.

Comments by the Chairman

Acting Chair, Dr. Rosen commented on the importance of setting the tone at the beginning of the new academic year. He stated that the Board meets monthly to discuss the business matters of the College. In looking ahead, Dr. Rosen noted the upcoming Self Study, new faculty orientations and many activities that we recognize and celebrate.

New Business

Consent Agenda

8/06-1a Approval of Adoption of Consent Agenda

Mr. Collins offered:

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

² Mr. Serbin did not submit written comments for the public record.

Dr. Barshis seconded the resolution.

A voice vote was called and the resolution to adopt the use of the Consent Agenda was approved.

8/06-1b Approval of Consent Agenda Items 8/06-2 through 8/06-8

Dr. Barshis offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve resolutions 8/06-2 through 8/06-8.”

8/06-2 Ratification of Payment of Bills for June 2006

“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 \$6,853,209.66 for all funds as listed and for all purposes as appearing on a report dated June 2006.”

8/06-3 Ratification of Payment of Bills for July 2006

“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 \$5,575,614.97 for all funds as listed and for all purposes as appearing on a report dated July 2006.”

8/06-4 Acceptance of Treasurer’s Report for June 2006

“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 June 2006.”

8/06-5 Authorization for Budget Transfers

“Be it resolved that the Board of Trustees of Community College District 535 approves budget transfers in accordance with Illinois Revised Statutes 122, 103-20, as follows:

<i>Education Fund</i>	<i>\$70,375</i>
<i>Operations & Maintenance Fund</i>	<i>\$24,855</i>
<i>Operations & Maintenance Fund Restricted</i>	<i>\$29,460</i>
<i>Auxiliary Enterprises Fund</i>	<i>\$19,500</i>
<i>Restricted Fund</i>	<i><u>\$11,111</u></i>
<i>Total:</i>	<i>\$155,301</i>

8/06-6 Quarterly Report on Investments

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

8/06-7 Ratifications 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 d and hereby approves the expenditures in the amount not to exceed \$113,355.31 for all funds listed in items a, c and d.”

8/06-8 Approval of Clinical Practice Agreements

“Be it resolved that the Board of Trustees of Community College District 535 approve the following cooperative agreements:

*For the Early Childhood Education Program
Albany Park Community Center - Chicago*

*For the Registered Nursing Program
Horizon Hospice & Palliative Care – Chicago.”*

Dr. DiLeonardi seconded the resolution.

There being no discussion, Mr. Williams called the roll.

Mr. Collins	Aye
Dr. Alexopoulos	Absent
Mr. Wadhwa	Absent
Dr. Barshis	Aye
Dr. DiLeonardi	Aye
Mr. Williams	Aye
Dr. Rosen	Aye

The resolution was passed. Mr. Emmanuel, Student Trustee, concurred.

8/06-9 Authorization to Approve August Purchases

Dr. DiLeonardi offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of the attached resolutions 8/06-9a through 8/06-9n.”

<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
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a. Ratification of Purchased Pharmacy Technician Training Services	MRxI Corporation	\$20,500.00
b. Furniture with Design and Installation Services	Office Concepts, Inc.	\$154,670.00
c. PACE Bus Tickets	PACE	\$55,253.75
d. Conference Services for the Illinois Women's Health Conference	Hyatt Regency O'Hare Hotel	\$65,000.00
e. Library Subscription Services	NILRC	\$40,000.00
	CARLI/University	\$39,000.00
f. Microsoft Campus Agreement (3 yrs)	Rtek Systems	\$92,206.41
g. Computers	Dell Marketing, L.P.	\$413,012.06
h. CNC Router for the Art, Science & Technology Pavilion at RHC	Flashcut CNC	\$20,695.00
i. Ratification of Purchased Interpreter Services for FY 2005-2006 and Authorization to Purchase Interpreter Services for FY 2006-2007	CAIRS	\$37,465.74
	CAIRS	\$15,000.00
j. Digital Cameras and Accessories	Central Camera	\$12,690.00
k. Software and Professional Services	Stratum Global	\$14,280.00
l. LED Upgrade for Marquees	White Way Sign Company	\$36,864.00
m. Rescind Purchase of Specific Loss Excess Policy and Ratification of Emergency Purchase for Specific Excess Loss Policy	BP, Inc.	(\$280,000.00)
	Harford Company	\$276,000.00
n. Financial/HR/Payroll Systems	SunGard Higher Education	\$1,280,000.00
Grand Total:		\$2,192,636.96."

Mr. Williams seconded the motion.

Dr. DiLeonardi stated that she looks forward to the months when the Board does not have to approve such large expenditures although items such as the new financial system will serve the College for many years. She remarked that the Board Finance Committee reviewed and discussed all of the purchases with Mr. Chirempes prior to tonight's meeting so that there is a full understanding of what is being spent and why it is needed.

Mr. Chirempes commented on the pass-through items that included the Conference Services for the Illinois Women's Health Conference and the PACE bus tickets. He stated that as pass through items, both of these purchases were reimbursable expenses. He also noted that the CNC Router for the Art, Science and Technology Pavilion at the Ray Hartstein Campus and the Software and Professional Services were grant funded.

Dr. Barshis opened the discussion on the resolution to purchase interpreter services. He stated that these services were previously funded through the now defunct Special Populations Grant and asked if the College would receive funding from another

source. He further commented on the excessive cost of over \$37,000 for services last fiscal year compared to the expected expenditure of \$15,000 this year and asked if the Board would be asked to approve an additional amount at a later date.

Mr. Chirempes responded that if the College exceeds the amount budgeted for the interpreter services, we will use the Student Success Grant to supplement Oakton funds.

Dr. Younger stated that Oakton also has a new arrangement with Harper College to use their interns as interpreters for our students at the beginning of the Spring 2007 semester. She further stated that this new arrangement would keep any additional expenses to a minimum.

In regard to the purchase of the Furniture with Design and Installation Services from Office Concepts, Dr. Barshis asked for clarification and details on why the desks cost \$2,000 and workstations are being purchased for \$2,500 and \$3,500.

Ms. Schwartz responded that the furniture industry and the College have moved into an ergonomic environment whereas desks and workstations being purchased today improve the productivity, health, safety and comfort of our employees. She commented on the difference between the office desks and equipment of the past and the technological environment that we have today. Ms. Schwartz explained that a desk purchased 15-20 years ago, had one part number and does not accommodate the computers, monitors and keyboards that are now a part of our everyday life. She remarked that desks and workstations today are customized into many components that facilitate task performance and accommodate the function, space and needs of the worker. She noted that the College has been working with Office Concepts for over six years as they professionally evaluate the work area using current ADA standards, suggest what parts are needed or not needed for the desks and workstations, and deliver and install the workstations in an efficient and timely manner. Ms. Schwartz further stated that the useful life of an ergonomic work station is 20-25 years; therefore, its functional life is quite extensive.

Dr. Rosen stated that many of the purchases were dedicated to Information Technology and services. He asked Ms. Lucas to explain the rationale for the IT purchases so that the Board would have a complete understanding of their need and function within the College and our support of the students and learning.

Ms. Lucas stated that the IT purchases included three resolutions: (1) the three year Microsoft Campus Agreement with Rtek Systems; (2) computers from Dell Marketing; and (3) the Financial, Human Resources and Payroll Systems from SunGard. She stated that the Microsoft agreement is the building block for the College's educational programs and administrative operations. She explained that this is the second time that the administration has requested the Board approve a three year Microsoft agreement as it protects the College from rising prices.

Ms. Lucas commented that the purchase of almost 500 computers was very challenging. She explained that the original request for proposal was prepared for the June Board meeting; however, due to significant technology changes, the IT review team determined that the College would be paying too much for old technology as the computers were single processor machines. She stated that the delay meant that the new computers would not be installed prior to the start of the fall semester, but on the other hand, the College ended up saving \$25,000 for dual processor computers with increased power and lower wattage, thus saving both money and energy.

The third item Ms. Lucas reviewed was the Financial/Human Resources/Payroll System. She stated that this purchase was an important decision for the College and couldn't have been possible without the input from many administrators and users. Ms. Lucas reiterated information discussed at the June Committee of the Whole meeting regarding the bankruptcy of the company that owned the College's current financial system, the sale to a new vendor who is also suffering with financial difficulties, and the fact that the College cannot continue to operate our payroll and other mission critical systems in such an unstable environment. She explained the implementation time tables for financial systems which need to be up and running at the beginning of the fiscal year, July 1, and the payroll systems which must be available on January 1, the beginning of the calendar year. Ms. Lucas stated that the administrative team visited Waubensee College, a full Banner client, to review their fully operational financial system and trade information on Oakton's recently installed student information system. Following that visit, Ms. Lucas stated that the team was in full agreement that the College must move forward with the purchase of the financial system. She stated that although the new system is not inexpensive, it is a move in the right direction at this time.

Mr. Collins asked if the four year computer replacement cycle and the seven year monitor replacement cycle would continue in the future. He also asked what the College did with the computers being replaced.

Ms. Lucas responded that Information Technology re-evaluates computer and monitor replacement cycles each year and may revise those cycles based on the following criteria:

- where is technology now (including changes in the industry)
- is there enough increase in performance (productivity and need) to warrant the current replacement cycle

Ms. Lucas stated that although the monitors are scrapped, there are three sources for the used computers:

- approximately 50% are used in the College's Electronics Program as a hands-on teaching tool.
- most working parts such as memory chips and disk drives and used in the IT parts inventory.
- some computers are distributed to K-12 school districts within Oakton District 535 since tax payer money was used to purchase them.

Dr. Rosen asked if the College anticipated many upgrades to the new Financial System so that the Board would have a clear view of future costs. Ms. Lucas responded that although buying the new Banner system is not without risks and costs, it is a very safe decision, much like buying IBM 20 years ago. She explained that upgrades are a constant part of the process of doing business in an expanding technology market and stated that the cost for the upgrades is included in the annual maintenance fees; therefore, there are no large out of pocket costs with upgrades. She did however note that the cost of new releases, beyond the capacity of an upgrade, carry an additional cost, and that the system would probably require a new release within the next five years.

Dr. Barshis asked Mr. Chirempes to explain the language of “being lasered out” that was used in the purchase of the Specific Excess Loss Policy.

Mr. Chirempes explained that the term “laser” is a common tool that stop-loss carriers use in limiting their risk for those institutions and companies that are self-funded. He stated that if we develop a large claim that will likely re-occur, the policy underwriter will “laser” out individuals and divert more risk to the employer. In regard to the Specific Excess Loss resolution, he further explained that most of our employees are covered at a specific level; however, in certain cases, the underwriter will not assume the risk on some individuals, as determined by their actuaries, until the College gets to a specific level of expenditure that is much higher than the rest of the employees in the group."

Mr. Williams commented that he was very impressed with the informative explanations given by Ms. Schwartz, Ms. Lucas and Mr. Chirempes in regard to the purchases. He thanked them for their diligence in being fiscally responsible in their extensive review of systems and equipment being purchased under their direction.

Mr. Williams called the roll.

Mr. Williams	Aye
Dr. Rosen	Aye
Mr. Collins	Aye
Dr. Alexopoulos	Absent
Mr. Wadhwa	Absent
Dr. Barshis	Aye
Dr. DiLeonardi	Aye

The resolution was approved. Mr. Emmanuel, Student Trustee, concurred.

8/06-10 Acceptance of Grants

Mr. Emmanuel offered:

"Be it resolved that the Board of Trustees of Community College District 535 accept \$1,292,788 from the Illinois Community College Board to support FY07 Adult Education and Family Literacy Programs."

"Be it further resolved that the Board of Trustees of Community College District 535 accept \$73,000 from the Illinois Secretary of State for support of English as a Second Language and literacy classes offered by the College at no charge throughout the district."

Dr. DiLeonardi seconded the motion.

Dr. Rosen asked Ms. Rizzo to comment on grants that would benefit the Alliance for Lifelong Learning programs.

Ms. Rizzo stated that they were very surprised and extremely grateful when the state allocated this money. She explained that the Illinois Community College Board Adult Education and Family Literacy Program grant was \$83,000 more than last year. She stated that both of the grants are used to support over 5,000 Oakton students enrolled in the ESL, GED and Literacy Programs.

A voice vote was called and the resolution to accept the two Grants was approved.

8/06-11 Supplemental Authorization to Pay Professional Personnel, Summer 2006

Mr. Williams offered:

"Be it resolved that the Board of Trustees of Community College District 535 approves the adjustments of part-time faculty 2006 summer semester salaries in the amounts of \$148,080.16 resulting in a revised total of \$1,223,334.82."

"Be it further resolved that the Board of Trustees of Community College District 535 approves the attached adjustments of full-time faculty 2006 summer semester salaries in the amount of \$16,698.83, resulting in a revised total of \$1,519,585.70."

"Be it further resolved that the Board of Trustees of Community College District 535 approves the payment of stipends to the persons listed, in the amount and for the activities specified, not to exceed \$33,502.90."

Dr. DiLeonardi seconded the motion.

Mr. Williams called the roll.

Dr. Barshis	Aye
Dr. DiLeonardi	Aye
Mr. Williams	Aye
Dr. Rosen	Aye

Mr. Collins	Aye
Dr. Alexopoulos	Absent
Mr. Wadhwa	Absent

The resolution passed. Mr. Emmanuel, Student Trustee, favored the resolution.

8/06-12 Acceptance of Nomination for Director, Oakton Community College Educational Foundation

Mr. Collins offered:

“Be it resolved that the Board of Trustees of Community College District 535 affirm the nomination of the following individual as Director of Oakton Community College Educational Foundation: Mark Kraus, Managing Associate, Rabjohns Financial Group/New England Financial, 8700 West Bryn Mawr Avenue, Suite 600 South, Chicago, IL 60631.”

Dr. DiLeonardi seconded the motion.

Dr. Lee remarked that Mr. Kraus is a very young and energetic person who will bring great strength and diversity to our Educational Foundation Board. She stated that the Foundation Directors are three-year, renewable positions, nominated by the Foundation Board and approved by the College’s Board of Trustees.

Mr. Williams called the roll.

Mr. Wadhwa	Absent
Dr. Barshis	Aye
Dr. DiLeonardi	Aye
Mr. Williams	Aye
Dr. Rosen	Aye
Mr. Collins	Aye
Dr. Alexopoulos	Absent

The resolution was approved. Mr. Emmanuel, Student Trustee, favored the resolution.

8/06-13 Authorization to Accept Retirement – Professional Personnel

Mr. Collins offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept the retirement of George Heyman, Professor of Accounting; Ronald Smith, Professor of Business; and Robert Matthews, Professor of Business, under the Senior Faculty Program, on August 1, 2008.”

Dr. DiLeonardi seconded the motion.

Dr. Lee stated that the College applauds the exemplary long term services of Mr. Heyman, Mr. Smith and Mr. Matthews.

Mr. Williams called the roll.

Dr. Alexopoulos	Absent
Mr. Wadhwa	Absent
Dr. Barshis	Aye
Dr. DiLeonardi	Aye
Mr. Williams	Aye
Dr. Rosen	Aye
Mr. Collins	Aye

The resolution carried. Mr. Emmanuel, student trustee concurred.

8/06-14 Approval of Permanent Easement for Bridge Structure Repair with the Illinois Department of Transportation

Dr. Barshis offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the attached resolutions authorizing the granting of a Permanent Easement for Bridge Structure Repair at Central Road over the Des Plaines River.”

Mr. Williams seconded the motion.

Mr. Chirempes stated that although the College records do not acknowledge ownership of the piece of land as noted in the resolution, the Cook County records show that Oakton is the owner of record; therefore, we are transferring this permanent easement to the county so that bridge repair work can be done until there is a determination by legal counsel as to the rightful owner.

Mr. Williams called the roll.

Mr. Collins	Aye
Dr. Alexopoulos	Absent
Mr. Wadhwa	Absent
Dr. Barshis	Aye
Dr. DiLeonardi	Aye
Mr. Williams	Aye
Dr. Rosen	Aye

The resolution carried. Mr. Emmanuel, student trustee concurred.

8/06-15 Approval of Policy Revisions

Dr. DiLeonardi offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves and adopts the revisions to Policies 2002, 3029, 4113 and 4115 in the form attached hereto.”

Mr. Collins seconded the motion.

Dr. Lee recognized the diligent and collaborative work of the administrators and the faculty who worked on the revisions of 4113 and 4115. She explained that the policy changes were the subject of a Memorandum of Understanding during the last faculty contract negotiations and that the changes were in the mutual interest of the College and the faculty. She invited Dr. Saret to offer her comments.

Dr. Saret stated that it was very important for both the administration and the faculty to update Policies 4113 and 4115. She echoed President Lee’s comments that it was a wonderful collaborative process. She thanked the faculty and the administrators who worked on the changes.

Mr. Williams called the roll.

Dr. Rosen	Aye
Mr. Collins	Aye
Dr. Alexopoulos	Absent
Mr. Wadhwa	Absent
Dr. Barshis	Aye
Dr. DiLeonardi	Aye
Mr. Williams	Aye

The resolution was approved. Student Trustee, Mr. Emmanuel, favored the resolution.

Closing Comments

Dr. Rosen commented that the Strategic Conversation typically held at the conclusion of new business was postponed until such time that the Board conducts their annual retreat which would occur when Chair Wadhwa and Dr. Alexopoulos return.

Adjournment

Dr. Rosen stated that the next scheduled regular meeting of the Board of Trustees of Oakton Community College, District 535, would be held at 7:30 p.m. on Tuesday, September 19, 2006, at the Des Plaines Campus, room 1506.

Dr. Barshis offered a motion for adjournment and Mr. Williams seconded the motion. A voice vote was called and Dr. Rosen adjourned the meeting at 9:09 p.m.

/s/ Jody Wadhwa

Jody Wadhwa, Chairman of the Board

/s/ Emory W. Williams

Emory Williams, Secretary of the Board

/pd
9/06

A video tape recording of the August 15, 2006, meeting was made and may be viewed by calling the Library and Instructional Media Services office at 847-635-1640.