

**Minutes of the Oakton Community College Board Meeting
January 16, 2007**

The 602nd meeting of the Board of Trustees of Community College District 535 was held on Tuesday, January 16, 2007, at Oakton Community College, Des Plaines, IL.

Call to Order and Roll Call

Mr. Wadhwa called the meeting to order at 7:00 p.m. in room 1503 and the roll was called:

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

Closed Session

Mr. Collins offered a motion to go into closed session for the purpose of considering the appointment, employment, compensation, discipline, performance or dismissal of employees, and litigation. Dr. Barshis seconded the motion; a voice vote was called and Dr. Alexopoulos, Dr. Barshis, Mr. Collins, Dr. DiLeonardi, Mr. Emmanuel, Dr. Rosen, Mr. Wadhwa, Mr. Williams, Dr. Lee, Mr. Chirempes, Dr. Hamel, Ms. Lucas, Mr. Oudenhoven, Ms. Rizzo, and Dr. Smith went into a closed session at 6:49 p.m. in Room 1503.

Dr. Alexopoulos offered a motion to adjourn the closed session. Dr. Rosen seconded the motion; a voice vote was called and the meeting was adjourned at 7:25 p.m.

Call to Order and Roll Call

Mr. Wadhwa reconvened the 602nd meeting of the Board of Trustees at 7:33 p.m. in room 1506 and Secretary Williams called the roll:

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

Also in attendance were Dr. Margaret Lee, Mr. Chirempes, Dr. Thomas Hamel, Ms. Bonnie Lucas, Ms. Barbara Rizzo, Dr. Joianne Smith, Mr. Maurice Archer, Ms. Ann Marie Barry, Ms. Amy Blumenthal, Mr. Paul Boisvert, Mr. Martin Bruner, Ms. Kathleen Carot, Dr. John Carzoli, Mr. David Cole, Mr. Carl Costanza, Mr. Timothy Davidson, Ms. Mary DeNotto, Mr. Will Frank, Mr. Gregory Hamill, Dr. Cecelia Hutchcraft, Ms. Donna Keene, Ms. Simi Khurana, Ms. Linda Korbel, Ms. Roxann Marshburn, Mr. Jeffrey Moro, Mr. D. Arnie Oudenhoven, Mr. Timothy Raetzman, Ms. Doreen Schwartz, Ms. Lynn Seinfeld, Dr. Robert Sompolski, Mr. Steven Spera, Mr. Mark Sprecher, Dr. Richard Stacewicz, Mr. William Strond, Mr. Wayne Szatkowski, Ms. Kate Tillotson, Mr. Robert Whitman, Mr. Bradley Wooten and Dr. Donna Younger.

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

Ms. Patricia Dalzell was present as recording secretary to the Board.

Pledge of Allegiance

Barbara Dayton led the Pledge of Allegiance.

Approval of the Minutes of December 12, 2006, Meeting

Dr. Alexopoulos offered a motion for approval of the minutes of the December 12, 2006, meeting. Dr. Barshis seconded the motion. A voice vote was called and the minutes of the December 12, 2006, Board meeting were approved.

Statement by the President

Dr. Lee thanked the Board, the members of the 2012 Team, and members of the College community who attended the Committee of the Whole meeting earlier in the day. She stated that information disseminated and discussed at the Committee of the Whole meeting included a review of the current drafts of the major themes prior to the Strategic Goals for 2008-2012 being finalized by the Board of Trustees at the March 2007 meeting.

The President congratulated Sheila Kerwin-Maloney, Early Childhood Education (ECE) Chair, who was awarded a grant from the Illinois Network of Childcare Resource and Referral Agencies "Gateway to Opportunity" program. Dr. Lee stated that the grant will provide funding for the ECE program to realign current coursework and certificates with the new state standards. She also thanked Roxann Marshburn for her efforts in acquiring and coordinating the grant.

Dr. Lee congratulated Student Activities for collecting almost 100 boxes of household items and canned and boxed food for local community organizations to distribute during the holiday season. She asked Mr. Emmanuel to thank the Board of Student Affairs for organizing this and other charitable efforts in December.

Dr. Lee offered condolences to Marilyn Appelson, retired Director of the Educational Foundation, on the sudden death of her husband Wally; to Dolly de la Paz, Staff Accountant, on the passing of her husband Armando following a long and courageous battle with cancer; to Judi Mayzel, retired library faculty on the passing of her husband Marve Cooper; to Beverly Friend, retired faculty, on the passing of her long-time companion David Miller; to the family of Tom Hawkins, retired IT specialist; and to Robin Remich on the recent loss of her father. She thanked the College community for their support of those who suffered the loss of their loved ones.

President Lee acknowledged the observation of the holiday for Dr. Martin Luther King, Jr. on Monday, January 15. She stated that we should all live our lives in ways that Dr. King challenged us and noted that we would be observing his work and life during Black History month in February.

Ms. Verstrate, President of the Classified Staff Association, introduced classified staff members Kate Tillotson, College Advancement; Wayne Szatkowski, Business Services; Mark Sprecher, Instructional Media Services; Pat Dalzell, President's Office; Will Frank, Television Services, operating camera one; and Tim Raetzman, Television Services, operating the direct cable feed from the Television Studio at the Des Plaines Campus

Dr. Saret, President of the Full-time Faculty Association, introduced faculty members Kathleen Carot, Associate Professor, Speech and Theater; Paul Boisvert, Professor, Mathematics; Mary DeNotto, Chair, Professor, Physical Therapist Assistant; Amy Blumenthal, Coordinator, English as a Second Language, Professor of English; Cecelia Hutchcraft, Chair, Assistant Professor, Biology; John Carzoli, Chair, Physical Sciences, Associate Professor, Physics; Richard Stacewicz, Honors Program Coordinator, Professor, Social Sciences and History; Marty Bruner, Chair, Architecture, Construction Management, Associate Professor, Architecture; Bill Strond, Associate Professor, Biology; and Greg Hamill, Associate Professor, Sociology.

Mr. Emmanuel, Student Trustee, introduced students Steve Spera, Simi Khurana, and Tim Davidson, operating camera two.

Ms. Dayton, President of the Adjunct Faculty Association, introduced Adjunct Faculty instructor Jeff Moro, Computers.

The administrators present included Maurice Archer, Director, Accounting Services; Ann Marie Barry, Director, Student Activities; Dave Cole, Director, Athletics; Carl Costanza, Director, Facilities; Donna Keene, Senior Director, Lifelong Learning Programs and Operations; Linda Korbel, Dean, Languages, Humanities and the Arts; Roxann Marshburn, Director of Grants and Alternative Funding; D. Arnie Oudenhoven, Director, Human Resources; Doreen Schwartz, Director, Business Services; Lynn Seinfeld, Director of the Business Institute and Professional Education; Bob Sompolski, Acting Dean, Mathematics and Technology; Brad Wooten, Dean, Social Sciences and Business; and Donna Younger, Director, Learning Center.

Dr. Lee introduced welcomed guest, Robert Whitman.

Comments by the Board Chair

There being no comments from the Chair, he moved to proceed with Public Participation.

Public Participation

There being no public participation, Chair Wadhwa moved to New Business.

New Business

Consent Agenda

1/07-1a Approval of Adoption of Consent Agenda

Dr. Barshis offered:

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

Dr. Alexopoulos seconded the resolution.

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

1/07-1b Approval of Consent Agenda Items 1/07-2 through 1/07-8

Dr. Rosen offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve resolutions 1/07-2 through 1/07-8

1/07-2 *Ratification of Payment of Bills for December 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 \$6,459,510.31 for all funds as listed and for all purposes as appearing on a report dated December 2006.”

1/07-3 *Acceptance of Treasurer’s Report for December 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 December 2006.”

1/07-4 *Quarterly Report on Investments*

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

1/07-5 *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 to c and hereby approves the expenditures in the amount not to exceed \$238,591.61 for all funds listed in item a and c.”

1/07-6 *Supplemental Authorization to Pay Professional Personnel – Fall 2006*

“Be it resolved that the Board of Trustees of Community College District 535 approves the attached adjustments of part-time faculty 2006 fall semester salaries in the amount of \$5,464.43, resulting in a revised total of \$3,019,732.24.”

“Be it further resolved that the Board of Trustees of Community College District 535 approves the attached adjustments of overload faculty 2006 fall semester salaries in the amount of \$3,082.50, resulting in a revised total of \$315,785.85.”

“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 amounts, and for the activities specified; not to exceed \$24,757.38.”

1/07-7 *Authorization to Pay Professional Personnel – Spring 2006*

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the Treasurer of the College to pay 2007 Spring Semester Part-time Faculty, Adjunct Faculty and Full-time Overload payments on January 26, 2007, prior to the February 20, 2007, Board ratification.”

1/07-8 *Approval of Clinical Practices Agreements and Ratification of Clinical Practice Agreement*

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

For the Early Childhood Education Program

Evanston/Skokie School District 65 – Evanston

Glencoe Junior Kindergarten and Nursery School – Glencoe

Ravinia Nursery School – Highland Park

For the Health Information Technology Program

Provena Saint Joseph Hospital – Elgin

For the Registered Nursing Program

Advocate Health and Hospitals Corporation d/b/a Advocate Lutheran General Hospital – Park Ridge.”

“Be it further resolved that the Board of Trustees of Community College District 535 ratifies the following cooperative agreement:

*For the Health Information Technology Program
Rockford Memorial Hospital – Rockford.”*

Mr. Williams seconded the resolution. There being no discussion, Secretary Williams called the roll.

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

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

1/07-9 Authorization to Approve January Purchases

Dr. Barshis offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of the attached resolutions 1/07-9a through 1/07-9f:

<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
a. Printing of the 2007-2008 College Catalog	Webcom Limited	\$18,635.58
b. Travel Services for the Baseball Team	United Airlines	\$10,016.80
	Florida Coast Spring Training Camp	\$7,110.00
	Perfect Drive Condominium Association	\$13,000.00
	Courier Car Rental	\$3,296.00
c. Waste Removal and Recycling Services	Groot Recycling and Waste Services	\$39,400.00
d. Two Carpet Cleaning Machines	Tek-Direct	\$23,995.00
e. Additional Funding for Printing of the Class Schedules	Warner Offset, Inc.	\$35,000.00
f. Engineering Services for the College Drive Project	Gewalt-Hamilton Associates	\$15,000.00
Grand Total		\$165,453.38.”

Dr. Alexopoulos seconded the motion.

Mr. Collins opened discussion on resolution 1/07-9f *Authorization to Purchase Engineering Services for the College Drive Project*. He stated that there was discussion at a previous meeting regarding the consideration of installing a path or sidewalk along the road for the protection and safety of pedestrians. He asked if the engineering services included a path adjacent to the road.

Mr. Chirempes responded that the pathway adjacent to the road would be an alternate in the drawings initiated by the engineering services as well as the bidding process.

Dr. Barshis opened discussion on resolution 1/07-9a *Authorization for Printing of the 2007-2008 College Catalog*. He stated that the narrative requests that vendors submit bids for both regular and recycled paper and then states that the catalog would be printed on non-recycled paper. He noted that one of the College's new strategic planning themes is to be a *Green College*; therefore he asked what criteria was used in dismissing the use of recycled paper.

At the request of Mr. Chirempes, Ms. Schwartz responded that the College's standard for choosing regular paper over recycled paper is a difference of over ten percent in the overall cost. She stated that the quality of the paper is another factor and that the combination of the higher price and low luster of the recycled paper led to their choice of regular paper over the recycled paper.

Dr. Barshis reiterated his concerns that the College needs to aggressively pursue avenues in which we use recycled materials. He explained that the reason why costs for recycled products are high is because institutions have not made the commitment to use recycled materials, thus supply and demand affect the pricing market. He asked that Oakton take the lead in the commitment to become a green campus.

Dr. Lee stated that the purchase of the non-recycled paper was discussed under the *Green College* theme as well as the *Financial Stewardship* theme. She explained that if the Board endorses the *Green College* theme, the College would move incrementally toward this goal along with our commitment to financial stewardship.

Mr. Collins asked why the ten percent price difference was used as a benchmark in not purchasing recycled paper, to which Mr. Chirempes responded that ten percent has been the College's past practice as well as an industry standard.

Dr. Alexopoulos opened discussion on resolution 1/07-9e *Authorization of Additional Funding for the Printing of the Class Schedules*. He asked if the Class Schedules could be printed in house.

Mr. Chirempes responded that the College does not have the equipment necessary to produce this type of work. Ms. Schwartz added that a Heidelberg printing press is required, that it is as long as a football field and has a price tag of over a million dollars.

Dr. Lee noted that her January 5, 2007, memo to the Board included information on the College's efforts in economizing related to the College Catalog and the Class Schedules.

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

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

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

1/07-10 Approval of Grants

Mr. Collins offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept a Nurse Educator Fellowship Grant in the amount of \$10,000 from the Illinois Board of Higher Education to supplement the salary of Margaret Gas, Associate Professor of Nursing.”

"Be it further resolved that the Board of Trustees of Community College District 535 accept a Gateways to Opportunity Grant in the amount of \$7,000 from the Illinois Network of Child Care Resource and Referral Agencies to revise core credentials in the field of early childhood care and education.”

Dr. DiLeonardi seconded the motion.

A voice vote was called and the resolution accepting the two grants was approved.

1/07-11 Approval of Emeritus Appointments

Mr. Collins offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve five year Faculty Emeritus appointments, beginning with the 2007 spring semester to David Koenig, Professor of English, and Susan Stock, Professor of Mathematics; and beginning with the 2007 fall semester to Cindy DeBerg, Professor of Health Information Technology, and Kristy Shanahan, Professor of Medical Laboratory Technology.

“Be it further resolved that the Board of Trustees of Community College District 535 approve a five year Faculty Emeritus re-appointment to Professors Bonnie Agnew, Carol Davis, Diane Davis, Phyllis Deutsch, Frank Fonsino, Paul Grosso, Donald Harris, Les Jacobs, Lynda Jerit, Barbara Keeley, Eugene Lockwood, Rudy Maglio, Michael Matkovich, Jill Mawhinney, Mary Mittler, Mary Olson, Alan Rubin, Mary Sextro-Black, Robert Stanley, Richard Symonds, John Tosto, Rinda West, Thomas Witte, and Roberta Zimmerman, beginning with the 2007-2008 academic year.

“Be it further resolved that the Board of Trustees of Community College District 535 approve a five year Administrator Emeritus re-appointment to Marilyn Appelson, Phyllis Deutsch, David Hilquist, Mary Mittler and Mary Olson, beginning with the 2007-2008 academic year.”

Dr. Alexopoulos seconded the motion.

A voice vote was called and the resolution approving the emeritus appointments was approved.

1/07-12 Ratification of Board Meeting Schedule for Calendar Year 2007

Dr. Alexopoulos offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby reaffirms the established calendar of meetings of the Board for the 2007 calendar year as follows:

January 16, 2007
February 20, 2007
March 20, 2007
April 17, 2007
May 15, 2007
May 22, 2007
June 26, 2007
August 14, 2007
September 18, 2007
October 16, 2007
November 13, 2007
December 11, 2007

All meetings will begin at 7:30 p.m., in the Board Room (Room 1506) at Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois, except where otherwise posted as required by law.”

Dr. Barshis seconded the motion.

Dr. Lee stated that one of the scheduled meetings for 2007 would be held at the Ray Hartstein Campus.

Mr. Williams called the roll.

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

The resolution carried. Mr. Emmanuel, Student Trustee concurred.

1/07-13 Authorization to Fund Trustee Travel

Dr. DiLeonardi offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes travel funds in the amount not to exceed \$2,300 for Mr. Emory Williams to attend the American Association of Community College Annual Convention in Tampa, FL on April 13-17, 2007.”

Dr. Alexopoulos seconded the motion.

Mr. Williams called the roll.

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

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

1/07-14 Approval of Policy Revisions

Mr. Collins offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts revisions to policies 1100, 1109, 2002 and 2015 attached hereto.”

Mr. Williams seconded the motion.

Mr. Williams called the roll.

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

The resolution passed. Student Trustee Emmanuel concurred.

1/07-15 Reclassification of Administrative Position

Dr. DiLeonardi offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve the reclassification of the Executive Director of Campus Operations and Facilities administrative position and authorizes the change in annual salary of Mr. Carl Costanza, effective January 17, 2007 to \$132,500, to be prorated from January 17, 2007 through June 30, 2007.”

Dr. Barshis seconded the motion.

Dr. Lee thanked Carl Costanza for his willingness to take on the duties of the new position at the Ray Hartstein Campus. She noted that over 26 meetings were held with faculty, staff and administrators within a two month period focusing on how we should be organized to provide leadership and administrative support for the RHC. The President thanked Barbara Rizzo for her exemplary service as the interim Chief Executive Officer at RHC and stated that in listening to the College community she learned that RHC needs an administrative presence in Academic Affairs, Student Affairs and Campus Operations. She explained that Mr. Costanza would have the overall supervision at the Skokie Campus, and that both Dr. Prendergast and Dr. James would provide the academic leadership and student support on a regular schedule. Dr. Lee stated the meetings also indicated her need to spend time at RHC; therefore, her weekly schedule would include a portion of time spent at the Skokie Campus.

Mr. Wadhwa stated that he is pleased with Mr. Costanza’s appointment and new duties. He thanked him for accepting the increased responsibilities.

Mr. Williams called the roll.

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

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

Adjournment

Chair Wadhwa 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, February 20, 2007, at the Des Plaines Campus, room 1506.

Mr. Collins offered a motion for adjournment and Dr. Alexopoulos seconded the motion. A voice vote was called and Mr. Wadhwa adjourned the meeting at 8:01 p.m.

/s/ Jody Wadhwa

Jody Wadhwa, Chairman of the Board

/s/ Emory W. Williams

Emory Williams, Secretary of the Board

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A video tape recording of the January 16, 2007, meeting was made and may be viewed by calling the Library and Instructional Media Services office at 847-635-1640.