

**Oakton Community College
District 535**

**Minutes of the Oakton Community College Board Meeting
November 14, 2006**

The 600th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, November 14, 2006, at Oakton Community College, Des Plaines, IL.

Call to Order and Roll Call

Mr. Wadhwa called the meeting to order at 6:40 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 | Acting Secretary | 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 Mr. Wadhwa, Dr. Rosen, Dr. Alexopoulos, Dr. Barshis, Mr. Collins, Dr. DiLeonardi, Mr. Emmanuel, Mr. Williams, Dr. Lee, Dr. Hamel, Ms. Lucas, Ms. Rizzo, Dr. Smith and Mr. Oudenhoven went into a closed session at 6:40 p.m. in Room 1503.

Mr. Collins offered a motion to adjourn the closed session. Dr. Alexopoulos seconded the motion; a voice vote was called and the meeting was adjourned at 7:00 p.m.

Call to Order and Roll Call

Mr. Wadhwa reconvened the 600th meeting of the Board of Trustees at 7:34 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 | Acting Secretary | Present |
| Mr. Emmanuel | Student Trustee | Present |

Also in attendance were Dr. Margaret Lee, Dr. Thomas Hamel, Ms. Bonnie Lucas, Ms. Barbara Rizzo, Dr. Joianne Smith, Ms. Ann Marie Barry, Dr. Trudy Bers, Mr. Paul Boisvert, Mr. Gene Carr, Ms. Eileen Cukierski, Mr. Timothy Davidson, Ms. Maureen Douglas, Dr. Carlee Drummer, Mr. Jorell Espinosa, Mr. Dennis Graham, Mr. Shan Hussain, Dr. Gregory James, Ms. Usha Kamaria, Ms. Linda Korbel, Ms. Gloria Liu, Ms. Roxann Marshburn, Ms. Sarah Masri, Ms. Heather Miller, Mr. Jeffrey Moro, Mr. Gary Newhouse, Mr. D. Arnie Oudenhoven, Mr. William Paige, Dr. Nancy Prendergast, Mr. Randy Roberts, Mr. David Rodgers, Dr. Hassan Sayeed, Dr. Katherine Schuster, Ms. Doreen Schwartz, Mr. Vrushank Shah, Ms. Marguerite Solari, Dr. Robert Sompolski, Mr. Mark Sprecher, Mr. Wayne Szatkowski, Ms. Laura Thelen, Ms. Cheryl Warmann, Mr. Bradley Wooten, and Dr. Donna Younger.

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

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

Pledge of Allegiance

President Lee led the Pledge of Allegiance.

Approval of the Minutes of October 17, 2006, Meeting

Dr. Alexopoulos offered a motion for approval of the minutes of the October 17, 2006, meeting. Dr. DiLeonardi seconded the motion. A voice vote was called, and the Minutes of the October 17, 2006, meeting were approved.

Statement by the President

President Lee welcomed everyone to the 600th meeting of the Board of Trustees. She thanked Carlee Drummer for the cake and balloons which made for a festive occasion as well as the celebratory bookmark noting the Sexcentenary meeting. Dr. Lee read the agenda from the Board's historic first meeting on June 25, 1969.

1. Forming a school policy, considering proper profile of the community
2. Set up committee to look for District 535 Board room and temporary quarters
3. Hiring a permanent secretary
4. Finance Committee
5. Curriculum
6. Hiring a president
7. Election of the Board
8. Public Relations program
9. Check code for junior college
10. Pick up on tuition

Dr. Lee commented on the commitment of the members of the Board of Trustees to public service and stated that the trustees currently in office have spent 128,900 minutes in regular Board meetings, not including committee or special meetings. She noted that Chairman Wadhwa had attended 226 meetings to date which equated to over 68,000 minutes of his time.

Ms. Verstrate, President of the Classified Staff Association, introduced classified staff members Mark Sprecher, Instructional Media Services; Wayne Szatkowski, Purchasing, Business Services; Gloria Liu, Learning Center; Bill Paige, College Advancement; Eileen Cukierski and Pat Dalzell, President's Office; 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 Maureen Douglas, Professor, English, Coordinator of Business and Technical Writing; Hassan Sayeed, Professor, Computer Technologies and Information Systems; David Rodgers, Professor of Geography and Environmental Science; Katherine Schuster, Associate Professor, Education, Coordinator, Education and Global Studies Program; Gene Carr, Professor, Earth Science and Geography; Laura Thelen, Assistant Professor, Nursing; Marguerite Solari, Professor, French and Spanish, Chair, Modern Languages; and Paul Boisvert, Professor, Mathematics and Vice President of the Full-time Faculty Association.

Mr. Emmanuel, Student Trustee, introduced students Jorell Espinosa, President, Board of Student Affairs (BSA); Heather Miller, Student Judicial Board Chair, BSA; Sarah Masri, STEM President; Shan Hussain, Treasurer, BSA; Vrushank Shah, Senator, BSA; and Tim Davidson operating cameras one and two.

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

The administrators present included Ann Marie Barry, Director, Student Activities; Trudy Bers, Senior Director of Research, Curriculum and Planning and Executive Assistant to the President; Carlee Drummer, Executive Director, College Advancement; Dennis Graham, Dean, Science and Health Careers; Gregory James, Dean of Students; Linda Korbel, Dean, Languages, Humanities and the Arts; Roxann Marshburn, Director of Grants and Alternative Funding; Gary Newhouse, Dean, Library and Media Services; D. Arnie Oudenhoven, Director, Human Resources; Nancy Prendergast, Assistant Vice President, Academic Affairs, Dean, Ray Hartstein Campus; Doreen Schwartz, Director, Business Services; Bob Sompolski, Acting Dean, Mathematics and Technologies; Cheryl Warmann, Director, Financial Aid, Brad Wooten, Dean, Social Sciences and Business; and Donna Younger, Director, Learning Center.

Dr. Lee welcomed guests Usha Kamaria of the Gandhi Memorial Trust Fund, and Randy Roberts, Village of Skokie Trustee.

President Lee congratulated the students who placed 6th at the Midwest Region of the 2006 American Mathematical Association of Two-Year Colleges (AMATYC) competition. She stated that AMATYC is the only organization exclusively devoted to providing a national forum for the improvement of mathematics instruction in the first two years of college. Chair Wadhwa presented the award to three students from the STEM club: Sara Masri, Adrian Emmanuel and Vrushank Shah.

Dr. Lee commented on the significance of International Education week and congratulated Linda Korbel for her 14 years of exemplary service as the Executive Director of the American Council on International Intercultural Education (ACIIE). She stated that Ms. Korbel was honored at the

recent ACIIE Annual Conference entitled *New Visions of Global Education for the 21st Century*. Dr. Lee reflected on Ms. Korbel's advocacy role of ensuring that community colleges are included in the global arena of higher education. The President commented on Ms. Korbel's recent work which included spearheading the merger of ACIIE with the Community Colleges for International Development (CCID). She stated that as of January 1, 2007, ACIIE and CCID would become a new organization known as "Community Colleges for International Development: An Association for Global Education" and would be housed in the CCID corporate offices on the campus of Kirkwood Community College in Cedar Rapids, Iowa. She asked that the Board recognize Ms. Korbel with the plaque presented to her at the ACIIE convention earlier this month. Mr. Wadhwa presented Ms. Korbel with the ACIIE plaque that included a world time zone clock. The presentation was followed by a standing ovation.

Ms. Korbel thanked the Board. She stated that the plaque represented an institutional award as ACIIE's mission to prepare students to be globally and multiculturally competent citizens of the world could not have been accomplished without the support from the College.

Dr. Lee recognized Cheryl Warmann, Financial Aid Director, who was awarded the 2006 Midwest Association of Student Financial Aid Administrators (MASFAA) Leadership Award for the State of Illinois. She stated that individuals selected for this award demonstrate high integrity and character, as well as creative leadership; and have inspired and encouraged others to participate in professional development. The President commented on statements made by the auditors at last month's Board meeting in regard to Ms. Warmann's diligence in complying with all of the complicated financial aid rules.

President Lee congratulated Richard Wagle, Learning Center, on the birth of a daughter; and Paul Peterson, adjunct faculty, on the birth of a son. She extended a special thank you to all those who organized or participated in the 2006 "Follies" and stated that a great time was had by all.

Public Participation

Chair Wadhwa stated that there were five requests for Public Participation.

Mr. Jorell Espinosa stated that he was a recipient of the Excellence Scholarship.¹ He thanked the Board of Trustees for the scholarship and stated that in the spirit of Thanksgiving he felt it appropriate to express his appreciation this evening. Mr. Espinosa further stated that this was his first scholarship and that he would live up to the expectations of the high standards of the scholarship.

Ms. Sarah Masri thanked Chairman Wadhwa and members of the Board of Trustees for their confidence in awarding her the Oakton Community College Trustee Scholarship.² She

¹ Excellence Scholarship Sponsor - Oakton Community College Board of Trustees: Entering or continuing student who has made, or shows promise of making, a significant contribution to the College in areas such as student leadership, the arts, scholarly achievements or service to Oakton. Limited number of awards made to international students who reside in the Oakton district.

² Trustee Scholarships Sponsor - Oakton Community College Board of Trustees: Full- or part-time student, 3.5 GPA, community service and financial constraints considered, completed 30 credit hours at Oakton Community College.

commented on her academic achievements which included the Honors Program and Phi Theta Kappa as well as her participation and membership in the Science, Technology, Engineering and Mathematics (STEM) enrichment program. She further commented on traveling to Guatemala through her participation in the Board of Student Affairs *Students 4 Social Justice*³ Club. Ms. Masri stated that her experiences at Oakton have raised her social consciousness and were integral in shaping the person that she has become.

Mr. Vrushank Shah expressed his gratitude to Chairman Wadhwa and the Board of Trustees for awarding him the Excellence Scholarship. He commented on his achievements in his first year in the United States as well as being involved in student government as a Senator for the Board of Student Affairs, a Student Ambassador and a member of the STEM Club at the College. He stated that as an International Student, the Excellence Scholarship is the only one that he is eligible for and it has boosted his confidence in participating in activities that have nurtured friendships.

Ms. Usha Kamaria thanked Chairman Wadhwa, members of the Board of Trustees and President Lee for allowing her to speak on behalf of the Mahatma Gandhi Memorial Trust Fund. She stated that their goal is to inform the people of our community about Mahatma Gandhi and his contributions to world peace through nonviolence. Ms. Kamaria commented on the dedication of a large statue of Mahatma Gandhi in the Village of Skokie's Heritage Park that honors his life and achievements and celebrates the rich cultural diversity of the community. She also commented on the collaborative effort between Oakton Community College and the Gandhi Memorial Trust Fund this summer in organizing events at the College's Skokie Campus to spread Gandhi's message of peace, nonviolence and conflict resolution. Ms. Kamaria explained that her purpose in addressing the Board this evening was to urge the College to develop courses related to the nonviolent teachings of Mahatma Gandhi and Dr. Martin Luther King, Jr. She stated that these courses would give our students an understanding of peace studies, including building a just and peaceful world through their words and actions.

Mr. Randy Roberts stated that he is a trustee for the Village of Skokie and addressed the Board in support of Ms. Kamaria's request on behalf of the Gandhi Memorial Trust Fund. He commented on his first hand experience of working with juveniles in the Cook County State's Attorney office and the need to provide students with courses that lead them away from a life of violence and gangs. He stated that our educational institutions play an important role in molding the lives of our citizens and future leaders. He asked the Board to seriously consider Ms. Kamaria's request to develop course studies on the lives and teachings of Mahatma Gandhi and Martin Luther King Jr. in the hope that they may provide the tools that would impact the moral environment in which we live.

Mr. Wadhwa thanked the three students for their comments and stated that he was proud of their achievements at the College. He commented on Ms. Kamaria's proposal and the timeliness of her request as the Strategic Conversation for the Board would focus on the diversity of the College and the community that we serve. He reflected on two people who committed to the

³ Students 4 Social Justice (S4SJ) is a student club at Oakton Community College committed to achieving genuine democracy and social justice in the United States and the worldwide community. Their main role is to provide educational opportunities for critical thinking and dialogue about social justice. S4SJ is open to all Oakton students to join their efforts to promote equality, freedom, peace and sustainable development for all people. They also encourage, and actively engage in, the political processes by which social change occurs.

method of nonviolent resistance and how they positively impacted his life and shaped his character; Mahatma Gandhi who influenced him as a young boy growing up in India, and Martin Luther King Jr., following Mr. Wadhwa's emigration to the United States. He commented on their principle of nonviolent resistance to racial injustice as their main instrument of social protest. Mr. Wadhwa stated that Dr. Lee and Ms. Korbel have already begun a dialog in regard to a course that speaks to the philosophy of Gandhi and King. He hoped that by taking the lead, other institutions will follow in Oakton's path of developing courses that teach humility, patience and faith in a nonviolent approach to life.

Mr. Williams commented that the timing is right for a course that is founded on the principle of nonviolence as violence in our society is rampant and is destroying our youth.

Dr. Lee explained that the Board's Strategic Conversation this evening would focus on diversity and the diversity initiatives at the College. She commented on two reports related to the strategic conversation and introduced Arnie Oudenhoven and Gloria Liu.

Report to the Board

Mr. Oudenhoven stated that his report would include updated statistics to last year's report to the Board on the College's diversity initiatives. He further stated that Ms. Liu would share information on the important strategic initiatives of the Next Step Committee.

Mr. Oudenhoven presented a PowerPoint presentation on the Initiatives to Improve Diversity at the College.

Awareness through Programmatic Efforts

- "Understanding Institutionalized Privilege and Building Culturally Competent Leadership," March 2006
- "Hiring for Cultural Competency," October 2006
- The Next Step's Anti Racism Initiative
- Various other programs sponsored by faculty, staff and students
- Hiring
- Recruitment
 1. Advertisement across a wide array of diversity related media
 - iMdiversity.com, Asianjobs.com, Tribal College Journal, HBCU Connect, NAACP Southside website, HACU, Affirmative Action Register, Diverse Issues in HE, Hispanic Outlook in HE, Hispanic Association of Colleges and Universities
 2. Direct letters (discipline specific) using IMGIP/ICEOP Directory
- Training of Administrative/Faculty Search Committees
- Composition of search committees to reflect diverse perspectives
- Attend job fairs which specifically target recruitment from underrepresented groups

Diversity: Race and Gender of the College's Workforce from 1996 to 2006

Major Employee Groups

- Administrators = 31
- Classified Staff (full-time and part-time) = 386
- Full-Time Faculty = 150

- Part-Time Faculty = 531

Analysis of Administrative Workforce

- Smallest of employee groups
- Currently at 12.9% (4)
- Still at 12.9% from 2005
- Remains highest percentage of employees from underrepresented groups ever.

Analysis of Classified Staff Workforce

- Incremental increases over the past ten years
- 14% from underrepresented groups in 1997
- 22.3% from unrepresented groups in 2006
- Surpasses residents from underrepresented groups in District 535 (21.1% according to 2000 Census Bureau Report).

Analysis of Faculty Workforce

- 5.2% from underrepresented groups in 1996
- 12.7% in 2006
- Statewide: 15.3% of community college faculty are from underrepresented groups (IBHE Fall 2006 Data Book).

Part-time Faculty Overview

- Statistics first gathered in 2003
- 54% of current full-time faculty served as part-time faculty at the College
- Recruitment decentralized
- Significant turnover (114/554)
- 21.1% of part-time faculty hires in 2005-2006 were from underrepresented groups.

Analysis of All Employee Groups

- Overall percentage of employees (16.5%) from underrepresented groups has increased 1.1% from previous year but remains below the percentage of District 535 residents from underrepresented groups (21.1%).
- Overall percentage of employees from underrepresented groups in Oakton's workforce has increased from 10.7% in 1995 (District 535 residents from underrepresented groups was 15.5% in 1995).

Oakton's Workforce of Underrepresented Groups Compared to District 535 and Oakton's Student Body (using EEOC Categories)

Blacks

- Comprise 5.1% of the District's population (according to 2000 Census Bureau Report)
- Comprise 5% of the Oakton student body (Fall 2005 Enrollment)
- Comprise 6.9% of the College's workforce

Hispanics

- Comprise 6% of the District's population (According to 2000 Census Bureau Report)
- Comprise 7% of the Oakton student body (Fall 2005 Enrollment)
- Comprise 4.6% of the College's workforce

Asians/Pacific Islanders

- Comprise 11.5% of the District's population (According to 2000 Census Bureau Report)
- Comprise 18% of the Oakton student body (Fall 2005 Enrollment).
- Comprise 7.8% of the College's workforce.

American Indian/Alaskan Natives

- Comprise less than 1% of the District's population; Oakton student body; and Oakton workforce.

SUMMARY

- Recruitment and retention of employees from diverse populations will continue to be an area of focus.
- Advertising in targeted publications as well as attendance at employment fairs will continue.
- There have been increases over the past ten years Oakton's workforce. However, overall a gap exists between the number of employees from underrepresented groups and the District's population.
- Overall, the percentage of staff employees from underrepresented groups is reflective of the district's non-Caucasian population. However, there remains a distribution imbalance among the five employment categories.
- Areas to which special efforts will continue to be dedicated:
 - Increasing the percentage of Asians and Hispanics in Oakton's workforce
 - Increasing the percentage of underrepresented in all positions to create role models for an increasingly diverse student body.

Following the completion of his report, Mr. Oudenhoven introduced Ms. Liu who presented information on the Next Step Committee's Anti-Racism initiative.

Ms. Liu reported on several steps taken by the Next Step Committee regarding their work on the strategic initiative on diversity and anti-racism. She distributed the following information to members of the Board:

1. The Next Step Committee started three years ago as a reading group -- reading about and discussing *White Privilege*. Our impetus came from our sense that the ACCORD group, the first college-wide committee to address issues of tolerance and diversity, had come to an impasse.
2. Soon after Next Step began meeting, we became a place where people of color (African American, Asian-Indian, Asian-Pacific, Hispanic, and Native American) reported incidents or problems, which, while not necessarily intentional, had the effect of making Oakton's atmosphere uncomfortable.
3. The people who reported problems to us were often newly hired people of color. These reports became the basis of a statement of concern which we sent to the President last year.
4. We now consist of 14 members; six are people of color and eight are Caucasian. We are staff, administrators, and faculty.
5. We have participated in a two and one-half day training program in anti-racism offered by Crossroads Ministry. (One member participated in a similar program.)

6. We learned that Oakton was having problems common to institutions trying to increase diversity. We learned that diversity without an understanding of racism as an institutional structure doesn't usually work.
7. We carefully researched groups which offer anti-racism and diversity training, and institutional analysis, and we found that Crossroads was the best
8. With the endorsement of President Lee, we have proposed a plan to help Oakton move from a place which values diversity to a place that actively seeks to eliminate racism and change its identity.
9. We have begun our task by bringing in Crossroads to train those in the College who are interested, beginning last month with a half-day training which attracted 75 participants. We plan a second event in March—a two and one-half day training for 40 people. We invite everyone to attend the March event. We intend to continue to reach out to Oakton employees and students to create a critical mass committed to the principles of the project.
10. Implementing this plan will take three years and will enlist Crossroads Ministry as paid consultants and trainers. The plan would culminate in the creation of an anti-racism team and a road map for institutional change.
11. The total expense will be about \$60,000.
12. One question that came up after the training in October was “how is this different from other attempts to eliminate racism through diversity training.” The answer to this question will also clarify our (the committee's) role and the next steps that we expect to see Oakton take:
 - a. We are working from a community organizing model of institutional change which involves training as many people at Oakton as possible, not just the half-day training, but the two and one-half day training as well, until there is a critical mass of people who share roughly the same vision.
 - b. According to the plan, the next step will be the creation of a team of people who have been trained in anti-racism and who are in positions to make institutional change. They will be specially trained to analyze Oakton and bring about change.
 - c. We are only a project team—we have worked to start a process. As soon as possible, we expect another group to follow up on our work and lead this effort.

In closing, Ms. Liu commented that creating an anti-racist community with an open society in which everyone feels safe, valued and respected, will take many years. She stated that those who follow in the work of the Next Step Committee must continue to actively work to eliminate prejudice and racism by developing strategies and programs.

As Chair of the Board Personnel Committee, Mr. Williams thanked Mr. Oudenhoven and Ms. Liu for their reports. He commented on how the racial makeup of Oakton's workforce has diversified since he was elected to the Board and that he looked forward to further improvement in our minority hiring practices.

Comments by the Chairman

Mr. Wadhwa commented on the celebration of the 600th meeting of the Oakton Community College Board of Trustees. He stated that the Board met two to three times a month in the beginning years to establish policies, courses and hire faculty, staff and administrators.

New Business

Consent Agenda

11/06-1a Approval of Adoption of Consent Agenda

Dr. Alexopoulos offered:

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

Mr. Williams seconded the resolution.

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

11/06-1b Approval of Consent Agenda Items 11/06-2 through 11/06-9

Dr. Rosen offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve resolutions 11/06-2 through 11/06-9.”

11/06-2 *Ratification of Payment of Bills for October 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 \$5,296,075.12 for all funds as listed and for all purposes as appearing on a report dated October 2006.”

11/06-3 *Acceptance of Treasurer’s Report for October 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 October 2006.”

11/06-4 *Compliance with Open Meetings Act, Closed Session Minutes*

“Whereas, the Board has received the above report from Board Secretary Emory W. Williams and the administration concerning their review of the minutes of closed meetings of the Board or a committee of the Board held on March 21, 2000, January 23, 2001, July 25, 2001, October 15, 2002, February 11, 2003, April 15, 2003, August 19, 2003, September 16, 2003, October 21, 2003, November 18, 2003, August 17, 2004, September 21, 2004, November 16, 2004, December 14, 2004, January 11, 2005, January 18, 2005, February 16, 2005, February 22, 2005, March 22, 2005, April 26, 2005, May 19, 2005, May 24, 2005, June 15, 2005, June 28, 2005, August 13, 2005, August 16, 2005, September 20, 2005, October 18, 2005, November 15, 2005, December 13, 2005, January 17, 2006, February 21, 2006, March 9, 2006, March 21, 2006 April 18, 2006, May 15, 2006, May 23, 2006, June 20, 2006, June 27, 2006, August 15, 2006, September 12, 2006, September 19, 2006, October 17, 2006 and October 26, 2006 , and

desires to act on those minutes in light of such report and in accordance with the Illinois Open Meetings Act;

“Now, therefore, be it resolved by the Board of Trustees of Community College District 535, that the need for confidential treatment still exists with respect to the purposes of the closed meetings of the Board held on March 21, 2000, January 23, 2001, July 25, 2001, October 15, 2002, February 11, 2003, April 15, 2003, August 19, 2003, September 16, 2003, October 21, 2003, November 18, 2003, August 17, 2004, September 21, 2004, November 16, 2004, December 14, 2004, January 11, 2005, January 18, 2005, February 16, 2005, February 22, 2005, March 22, 2005, April 26, 2005, May 19, 2005, May 24, 2005, June 15, 2005, June 28, 2005, August 13, 2005, August 16, 2005, September 20, 2005, October 18, 2005, November 15, 2005, December 13, 2005, January 17, 2006, May 15, 2006, June 20, 2006, June 27, 2006, August 15, 2006, September 12, 2006, September 19, 2006, October 17, 2006 and October 26, 2006; therefore those minutes shall not be made available for public inspection at this time.”

“Be it further resolved that the Board of Trustees of Community College District 535, approve the release of closed session minutes of the meetings held on February 21, 2006, March 9, 2006, March 21, 2006, April 18, 2006, and May 23, 2006, for public inspection at this time.”

11/06-5 Authorization for Destruction of Verbatim Recordings of Closed Session

“Be it resolved that the Board of Trustees of Community College District 535, accept for destruction the verbatim audiotapes of Closed Session meetings from January 11, 2005, January 18, 2005, February 16, 2005, February 22, 2005, March 22, 2005, April 21, 2005, and April 26, 2005.”

“Be it further resolved that the Board of Trustees of Community College District 535 authorize the destruction of Closed Session audiotapes from January 11, 2005, January 18, 2005, February 16, 2005, February 22, 2005, March 22, 2005, April 21, 2005, and April 26, 2005, as all the criteria for destruction of these tapes under the amended Public Act 93-523, of the Open Meetings Act, have been met.”

11/06-6 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 and b and hereby approves the expenditures in the amount not to exceed \$91,525.10 for all funds listed in item a.”

11/06-7 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 \$53,281.97, resulting in a revised total of \$2,818,038.05.”

“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 \$9,193.55, resulting in a revised total of \$303,455.85.”

“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 \$4,430.”

11/06-8 Appointment of Members to Career Program Advisory Committees for 2006-2007

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the appointment of members on the attached lists to the above name career program advisory committees for 2006-2007.”

11/06-9 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 Basic Nurse Assistant Training Program
Evanston Northwestern Healthcare – Evanston

For the Early Childhood Education Program
Jolly Fun House Playschool – Chicago
Jolly Fun House Playschool - West – Prospect Heights
The Little Ones Nursery School, Inc. – Northbrook

For the Health Information Technology Program
Evanston Northwestern Healthcare – Evanston

For the Physical Therapist Assistant Program
Creative Therapy Resource, Ltd. – Des Plaines
Evanston Northwestern Healthcare – Evanston
The Claremont Rehab and Living Center – Buffalo Grove

For the Registered Nursing Program
Evanston Northwestern Healthcare – Evanston
Swedish Covenant Hospital Home Health Care – Chicago.”

Dr. Barshis seconded the resolution.

Mr. Williams called the roll.

| | |
|--------------|-----|
| Dr. Rosen | Aye |
| Mr. Collins | Aye |
| Dr. Barshis | Aye |
| Mr. Wadhwa | Aye |
| Mr. Williams | Aye |

Dr. DiLeonardi Aye
 Dr. Alexopoulos Aye

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

11/06-10 Authorization to Approve November Purchases

Dr. DiLeonardi offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of the attached resolutions 11/06-10a through 11/06-10e:

| <u>Description</u> | <u>Vendor</u> | <u>Amount</u> |
|--|------------------------------------|--------------------|
| a) Ratification of Purchased Pharmacy Technician Training Services | MRxI Corporation | \$ 29,000 |
| b) Advertising Agency Services | Lipman Hearne Inc. | \$252,500 |
| c) Rescind Purchase of Software Licensing/Support and Ratification of Purchased Software Licensing / Support | IMAGINiT Technologies | (\$18,995) |
| d) Library Subscription Services | Autodesk, Inc. | \$18,995 |
| e) Field Study Courses: | | |
| Puerto Rico Photography Class | Elton B. Stevens Company (EBSCO) | \$27,000 |
| | Airlines (TBD) | \$5,687 |
| | Puerto Rico Bureau of Tourism | \$2,464 |
| | Hotel el Convento | <u>\$8,880</u> |
| | | \$17,031 |
| | | |
| New Orleans Architecture and Cemeteries Class | Amtrak | \$3,600 |
| | Historic New Orleans Tours | \$900 |
| | Hotel St. Marie, New Orleans | <u>\$10,920</u> |
| | | \$15,420 |
| | | |
| China and the Miao Class | Triway Enterprise, Inc. | \$53,732 |
| | Guizhou Normal University of China | <u>\$250</u> |
| | | \$53,982 |
| | | |
| Puerto Rico Conversational Spanish Class | Airlines (TBD) | \$5,687 |
| | Puerto Rico Bureau of Tourism | \$2,464 |
| | Hotel el Convento | <u>\$8,880</u> |
| | | \$17,031 |
| | | |
| Grand Total | | \$411,964.” |

Dr. Alexopoulos seconded the motion.

Dr. Barshis opened discussion on resolution 11/06-10b, Advertising Agency Services through Lipman Hearne. He stated that one of the College’s goals was to increase enrollment through improved advertising. He asked if there were any initiatives in

place to achieve this goal as enrollment was flat. He further asked why the \$10,000 breakout for Enrollment Management advertising was necessary as enrollment management was an administrative function.

Dr. Drummer responded that the Enrollment Management budget includes \$10,000 for advertising purposes with the remainder of the advertising dollars in the College Advancement budget. She stated that she and Ms. Brown work collaboratively in planning advertising campaigns for Enrollment Management with most of the budget going toward College-wide open houses. Dr. Drummer further commented on the College's initiative to increase diversity and enrollment by marketing to underrepresented groups in a more aggressive way; therefore, additional advertisements will be included in newspapers that serve specific Hispanic and Asian communities. She stated that the College has been advertising in these areas in a limited capacity due to budget constraints.

Dr. Lee commented that Dr. Drummer's advertising initiatives update, which was shared with the Board, included information on the value of bundling our advertising dollars to buy a variety of ads. She stated that the College is responsible for getting the word out, especially in a competitive market. She further stated that the College's image building campaign has been very successful and that people associate "Start Here – Go Anywhere" with Oakton.

Dr. Barshis commended the College for their focused effort at building an image and branding an identity. He commented on the students who spoke to the Board this evening and noted that they are the proof that we are reaching out to the community at large with an opportunity to excel through the programs and courses offered at the College.

Dr. Rosen seconded Dr. Barshis' comments. He suggested that the College tie in advertising with hits to the website by offering some kind of incentive to students who learn about Oakton through printed materials and then use the website for further information. He also suggested that the website be modified with "dropdown" boxes that focus on the user instead of the institution. Dr. Rosen commented that another testing mechanism for how well we serve our students is to assign a staff member the task of being a "secret shopper" by requesting information from various departments at the College. He stated that many marketing firms use this method for benchmarking their services.

Dr. DiLeonardi commented that she was also a proponent of evaluating the effect of our advertising efforts. She stated that the drop down box mentioned by Dr. Rosen might be a good place to collect information such as "how did you hear about Oakton?" Dr. DiLeonardi also commented that since this is the third year of a three year contract with Lipman Hearn, it would be a good time to gather evidence that our marketing initiative was working. In closing, she praised the College for the placement of ads in the newspapers and on local buses.

Dr. Drummer stated that they watch for a spike in the daily web reports following an advertising campaign. She commented that they could not prove a connection

between the web hits and the advertising; however, it does show a relation over time. Dr. Drummer stated that they would monitor an upcoming full page ad in the Chicago Tribune's Q-section and will measure the hits to the website following the ad.

Mr. Collins noted that Dr. Drummer's advertising initiatives update included information that enrollment for internet delivered courses was up over 21 percent. He asked if this increase in internet courses could be attributed to advertising.

Ms. Lucas responded that a direct link could not be made between increased registration for online courses and hits to our website as the increase in online courses is a national trend.

In his final comment, Dr. Barshis applauded the faculty members responsible for the Filed Study Courses. He stated that they expose students to life in other countries through overseas study courses and that it is a tremendous opportunity for our students to be a part of the international community.

Mr. Williams called the roll.

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

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

10/06-11 Acceptance of National Science Foundation Undergraduate Research Collaborative Grant

Mr. Collins offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept \$262,015 as subawardee of a National Science Foundation Undergraduate Research Collaborative Grant awarded to City Colleges of Chicago.”

Dr. Barshis seconded the motion.

All of the trustees applauded the Grants office for their work in securing another grant that would promote the mathematics and science curriculum at the College.

A voice vote was called and the resolution to accept the National Science Foundation Undergraduate Research Collaborative Grant was approved.

11/06-12 Approval of New Instruction Certificates

Dr. Barshis offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve the Radio Frequency Identification Technology certificate and the Transportation, Warehousing and Logistics Management certificate for the Radio Frequency Identification Program.”

Mr. Williams seconded the motion.

Dr. Barshis asked for a brief explanation of the Radio Frequency Identification Program.

Dr. Sompolski responded that the technology used in the automated tollway collection device known as the I-Pass is the same technology utilized in warehousing for inventory control. He stated that as a part is moved out of inventory, an automatic deduction is made through the radio frequency device.

Dr. Lee congratulated Dr. Sompolski for his work in fostering the business partnership with Stratum Global for equipment and course development at the Ray Hartstein Campus for the Radio Frequency Identification Program.

Mr. Williams called the roll.

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

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

11/06-13 Approval of Intellectual Property Agreements

Dr. Alexopoulos offered:

"Be it resolved that the Board of Trustees of Community College District 535 approve the Intellectual Property Agreements between the Board and Laura Saret, Ann Gadzikowski, and B. Diane Davis.”

Dr. Barshis seconded the motion.

Mr. Williams called the roll.

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

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

11/06-14 Authorization to Fund Trustee Travel

Mr. Williams offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes travel funds in the amount not to exceed \$2,000 for Mr. Michael Collins to attend the Association of Community College Trustees and the American Association of Community College’s National Legislative Summit in Washington, DC, on February 12-15, 2007.”

Dr. Barshis seconded the motion.

Dr. Barshis stated that at the Illinois Community College Trustees Association meeting last week, trustees were informed that there would probably be an opportunity for attendees at the National Legislative Summit to meet with Illinois Senators Obama and Durbin on Monday, February 12. He suggested that trustees attending the Summit arrive on Sunday so that they would be available to lobby our senators on Monday morning.

Mr. Williams called the roll.

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

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

11/06-15 First Read of Policy Revisions

Mr. Collins offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for review the proposed revisions to, policies 1000, 1002, 8000, 8001, 8002, 8003, 8004, 8005, 8006, 8007, 8008, 8009, 8010, 8013, 8014, and 8015, attached

hereto, with action to take place at the next regularly scheduled Board meeting, December 12, 2006.”

Dr. Alexopoulos seconded the motion.

A voice vote was called and the resolution to accept the First Read of Policy Revisions was approved.

Strategic Conversation – Diversity

Dr. Lee explained that Mr. Oudenhoven and Ms. Liu presented information on the College’s diversity initiatives for the Board’s Strategic Conversation. She stated that possible questions to be discussed include the following:

1. What characteristics of the Oakton district naturally strengthen us as a diverse institution?
2. What characteristics of the Oakton district pose the greatest challenges in taking advantage of our diversity?
3. Are there issues of diversity that we currently don't see as characteristics of Oakton's District, but may be emerging in other districts or in our world that we should be considering so that we can prepare our students for a global world?

Dr. Barshis stated that rather than address the three questions at this time, he wished to turn attention to information reported on by Ms. Liu in regard to the issue of recognizing and rectifying racism on campus. He commented on the handout from the recent Crossroads Ministry Workshop that was initiated by the Next Step Committee and stated that the College has taken positive steps in identifying racism and racist issues, including self-examination and workshops. He asked where Oakton fit in compared to the continuum of multi-cultural institutions noted in the handout.⁴ He stated that one of the characteristics of a multi-cultural institution is that while we are addressing diversity issues and substantiating our progress with programs and statistics, we are sometimes unaware of the continuing pattern of privilege and subordinate control. He noted that the Board is in the position to support the College’s efforts toward anti-racism; however, it must begin with the cooperation of all employees and in how we structure our recruitment of new employees and students. He further asked if we see acceptance or resistance to the “hot button” issues of an institution that is in transition from multicultural to anti-racist.

Dr. Schuster commented that one of the points made at the Crossroads workshop was that Oakton is at a perilous place where many institutions find themselves. She explained that we have begun to push forward in facing the issue of racism and noted that we could fall backward in the process if it is not done in a sensitive and thoughtful way. She stated that a lot of institutions waiver at the place we are currently at for a long period of time before moving forward in their transformation toward a non-racist organization.

⁴ Continuum on Becoming an Anti-Racist Multi-Cultural Institution: (1) Exclusive – A Segregated Institution; (2) Passive – A ‘Club’ Institution; (3) Symbolic Change – A Multicultural Institution; (4) Identity Change – An Anti-Racist Institution; (5) Structural Change – A Transforming Institution; and (6) Fully Inclusive – A Transformed Institution in a Transformed Society.

Dr. Lee responded that the consensus from information gathered at the workshop was that Oakton was neither a racist institution nor a transformed institution. She stated that the workshop revealed that we need to raise our level of consciousness in regard to the hot button issues Dr. Barshis commented on. She noted that the support given to the Next Step Committee is an indication of the College's willingness to move past the mid-point; however, all of us, especially those with authority and responsibility, must work collaboratively to diminish racial injustice in the workplace. Dr. Lee commented that her conversations with the Next Step Committee revealed both unintentional and intentional occurrences that constitute racist or hostile behavior. She was emphatic in stating that the College is making a conscious effort to embrace our commitment to moving past this critical juncture.

Mr. Williams remarked that the College is trying to solve some very complex problems regarding diversity; however, we need to move beyond internal conversation. He suggested hiring more minorities for administrative and supervisory positions that would develop relationships for a better understanding and commitment to an environment and a diversity friendly campus.

Mr. Wadhwa stated that the College is moving in the right direction as we have a more diversified administrative and supervisory workforce than a few years ago. He further stated that the College is committed to a thorough and open search process in regard to replacing employees in our workforce.

Mr. Williams stated that although the College has an "open door" policy, he is aware of situations where minority students have been turned away. When asked by Board members to explain his remarks, Mr. Williams stated that after an acquaintance mentioned his interest in taking a course in air conditioning, he recommended Oakton. In a follow up conversation with the person, he was told that he would not be attending Oakton because he could not take the course he wanted without enrolling in the full HVAC program. Although the matter was resolved and the student was able to take only the air conditioning courses that he requested, it could have ended differently.

Mr. Wadhwa responded that matters such as those stated by Mr. Williams need to be brought to the attention of President Lee as soon as they occur as she is committed to the process of ensuring equal opportunities to all students and would take appropriate and immediate action to rectify it. Mr. Collins suggested that the College initiate a front line person for both new students and visitors in order to alleviate misinformation. Dr. Alexopoulos suggested that counseling be done within the discipline specific to the student's needs.

Dr. Barshis commented on the principles of academic freedom. He stated that academic freedom is one of the best tools for transforming an institution with consistent persuasive, positive education about respecting differences that will shape student values so that discrimination will be eliminated. He further stated that academic freedom is also one of our biggest challenges. He explained that the instructor must walk a fine line with inexperienced students by raising awareness while promoting practical solutions that individuals can use as they begin and continue their anti-racism journey. He noted that it is political correctness that often suppresses the openness of the conversation.

Mr. Wadhwa commented on the problem with being politically correct in addressing diversity issues. He explained that we evaluate other people based on our values and our culture and then criticize them when they don't understand. He stated that all people from all cultures have bias and prejudice that must be overcome by understanding and accepting our differences.

At Dr. Rosen's request, Dr. Barshis explained the three hot button issues on Symbolic Change of a Multicultural Institution as noted in the Continuum on Becoming an Anti-Racist, Multi-Cultural Institution:

1. we're not being free and open with those who make waves
2. we have little or no contextual change in culture, policies, and decision-making
3. we are still relatively unaware of continuing patterns of privilege, paternalism and control

Dr. Rosen focused his comments on the three issues described by Dr. Barshis. He stated that the Board's mission is to ensure the diversity of the College by actively recruiting and retaining diverse employees and students. Dr. Rosen explained that we do not have the total uniformity of a monolithic society as our structure includes several collective bargaining units that regulate some of the hot button issues. He asked that we focus on our lack of awareness in regard to continuing patterns of privilege, paternalism and control, and how the respective bargaining units are structured in respect to each other as part of our self study process.

Dr. DiLeonardi approached the issue with a different point of view. She stated that Mr. Oudenhoven's report included verifiable statistics on underrepresented groups at the College and in our district. She reflected on the cultural makeup of our students and asked how open we were to accepting their cultures without changing them to fit into what we perceive to be Oakton's culture. Dr. DiLeonardi commented that we cannot move forward to the next step of a transformed institution unless we are willing to accept people from underrepresented groups for who they are, so that they do not feel rejected or unwelcome. She stated that this is the underlying issue addressed by the Next Step Committee in that Oakton's culture must embrace and nurture all cultures or we will continue to hire people who are already like us.

Mr. Wadhwa stated that the differences between people within any given culture are much greater than differences between groups. He commented on several factors that affect our behavior and subsequently our culture including our education, social status, personality and past experiences. He stated that we must connect with a culture in order to understand and accept the differences. He explained that there is much to be gained by observing how people of the same culture interact with each other because the underlying factor is that there are not many differences after all.

Dr. Saret commented that the discussion at the faculty senate meeting today focused on minority representation on committees. She stated that minority representation is an important part of how we conduct ourselves and that the senate questioned the fairness of asking our minority faculty members to participate in several different committees so that they can lend their voice to the group.

Dr. Lee followed up on Dr. Saret's comments and stated that although we are placing a burden of leadership on many of our minority faculty, staff and administrators, it is an important mission for them and one that they embrace. She commented that the manner in which we represent ourselves in our interactions with each other is a reflection of our commitment to our students

and community. Dr. Lee reflected on the Crossroads Ministry workshop on racism and anti-racism and stated that there is a willingness and commitment to pull together, even when we feel the pressure to pull apart.

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, December 12, 2006, at the Des Plaines Campus, room 1506.

Mr. Collins offered a motion for adjournment and Dr. DiLeonardi seconded the motion. A voice vote was called and Mr. Wadhwa adjourned the meeting at 9:26 p.m.

/s/ Jody Wadhwa

Jody Wadhwa, Board Chair

/s/ Emory W. Williams

Emory W. Williams, Board Secretary

/pd
12/06

A video tape recording of the November 14, 2006, meeting was made and may be viewed by calling the Library and Instructional Media Services office at 847-635-1640.