

**Oakton Community College  
District 535**

**Minutes of the Oakton Community College Board Meeting  
October 17, 2006**

The 599<sup>th</sup> meeting of the Board of Trustees of Community College District 535 was held on Tuesday, October 17, 2006, at Oakton Community College, Des Plaines, IL.

**Call to Order and Roll Call**

Mr. Wadhwa called the meeting to order at 6:55 p.m. in room 1503 and the roll was called:

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

**Closed Session**

Dr. Barshis offered a motion to go into closed session for the purpose of considering the appointment, employment, compensation, discipline, performance or dismissal of employees, litigation, and collective negotiating matters. Dr. Alexopoulos seconded the motion; a voice vote was called and Mr. Wadhwa, Dr. Rosen, Dr. Alexopoulos, 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 6:55 p.m. in Room 1503.

Dr. Barshis 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 599<sup>th</sup> meeting of the Board of Trustees at 7:33 p.m. in room 1506 and Acting Secretary DiLeonardi called the roll:

Mr. Wadhwa	Chairman	Present
Dr. Rosen	Vice Chairman	Present
Mr. Williams	Secretary	Absent
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, Mr. George Chirempes, Dr. Thomas Hamel, Ms. Bonnie Lucas, Ms. Barbara Rizzo, Dr. Joianne Smith, Mr. Chase Adams, Mr. Joseph Appel, Ms. Robyn Bailey, Mr. Koos Bakker, Dr. Kalyani Banerjee, Dr. Trudy Bers, Mr. Thomas Bowen, Ms. Judy Brown, Ms. Kathleen Carot, Mr. Carl Costanza, Mr. Tim Davidson, Dr. Carlee Drummer, Mr. Jorell Espinosa, Mr. Gary Flori, Mr. Will Frank, Ms. Margaret Gas, Mr. Dennis Graham, Ms. Nancy Hollins, Dr. Gregory James, Ms. Donna Keene, Ms. Linda Korbel, Mr. Seppo Laaninen, Mr. Fred Lantz, Ms. Roxann Marshburn, Mr. Gary Newhouse, Ms. Harold Ogg, Mr. D. Arnie Oudenhoven, Mr. William Paige, Dr. Nancy Prendergast, Ms. Doreen Schwartz, Mr. Khushali Shah, Dr. Robert Sompolski, Mr. Mark Sprecher, Mr. Wayne Szatkowski, Dr. Terry Trobec, Ms. Kristen Walk, Mr. Robert Whitman, and Mr. Bradley Wooten.

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. 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 September 19, 2006, Meeting**

Mr. Collins offered a motion for approval of the minutes of the September 19, 2006, meeting. Dr. Alexopoulos seconded the motion. A voice vote was called, and the Minutes of the September 19, 2006, meeting were approved.

### **Statement by the President**

Dr. Lee asked that Harold Ogg and Brad Wooten introduce their exchange partners through the Illinois Consortium for International Studies Program (ICISP). Mr. Ogg introduced Mr. Koos Bakker of ROC Zadkine College in Rotterdam, The Netherlands. Mr. Wooten introduced Mr. Seppo Laaninen, President of North Karelia College of Further Education in Nurnes, Finland. President Lee stated that the two visitors were staying as guests in the homes of their respective hosts and that Mr. Bakker and Mr. Laaninen would reciprocate with an invitation to their hosts in May 2007. She noted that Dean Linda Korbel was instrumental in Oakton's participation with ICISP.

Ms. Dayton, President of the Adjunct Faculty Association, introduced two Adjunct Faculty instructors: Kalyani Banerjee, Chemistry, and Joe Appel, Business and Management.

Ms. Verstrate, President of the Classified Staff Association, introduced classified staff members Mark Sprecher, Instructional Media Services; Will Frank, Television Services; Wayne Szatkowski, Purchasing, Business Services; Bill Paige, College Advancement; 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 Margaret Gas, Associate Professor of Nursing; Harold Ogg, Associate Professor of Computer Technologies and Information Systems; Terry Trobec, Professor of Biology; Kathleen Carot, Associate Professor of Speech and Theater, and Coordinator of Women's Studies and Co-Chair of the Self-Study Committee; Tom Bowen, Associate Professor of Philosophy and Co-Chair of the Self-Study Committee; and Nancy Hollins, Instructor of Basic Nurse Assistant Training.

Mr. Emmanuel, Student Trustee, introduced students Khushali Shah, Judy Brown, Kristen Walk, Jorell Espinosa, Chase Adams and Tim Davidson operating camera two.

The administrators present included Robyn Bailey, Assistant Director of Lifelong Learning Programs and Operations; Trudy Bers, Senior Director of Research, Curriculum and Planning and Executive Assistant to the President; Carl Costanza, Director, Facilities; Carlee Drummer, Executive Director, College Advancement; Dennis Graham, Dean, Science and Health Careers; Gregory James, Dean of Students; Donna Keene, Director of 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; 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; and Brad Wooten, Dean, Social Sciences and Business.

Dr. Lee welcomed Robert Whitman. She stated that Fred Lantz and Gary Flori of the auditing firm Sikich Professional Services, LLP, would present information on the Comprehensive Annual Financial Report for the year ended June 30, 2006.

Dr. Lee congratulated George Chirempes and Maurice Archer for receiving their ninth award from the Government Finance Officers Association (GFOA), the *Award for Outstanding Achievement in Popular Finance Reporting for the fiscal year ended June 30, 2005*. Mr. Wadhwa presented the award to Mr. Chirempes. Mr. Chirempes stated that Dr. Drummer and the College Advancement office collaborated on the GFOA Popular Finance Report and extended congratulations and a thank you to her and her staff.

President Lee stated that the College was notified that we would receive marketing awards from the National Council for Marketing and Public Relations. She congratulated Dr. Drummer on the successful marketing initiatives.

Dr. Lee offered congratulations to Roxanne Marshburn, Anne Laurence, Tingxiu Wang, Gloria Liu, Joe Kotowski and Bob Sompolski for their efforts in securing a multi-year, almost million dollar grant from the National Science Foundation grant. She stated that this prestigious award supports the Science, Technology, Engineering and Math (STEM) project.

Dr. Lee also offered congratulations to Amy Zumfelde and her husband John Pagano on the birth of their son; to Brenda Manfredini and her husband Marc, on the birth of their daughter; and to John Carzoli and his wife Tricia, on the birth of their daughter. President Lee stated that the College mourns the loss of two of our colleagues and offered condolences and sympathy to Terese Conway on the passing of her husband Tom who taught at History at Oakton for over 30 years; and to the family of Cliff Stock, who served as Budget Manager in the Business and

Finance area for many years. She also extended condolences to Linda Zimmerman and Robin Nash on the passing of their fathers.

The President introduced Tom Bowen and Kathleen Carot, Co-Chairs of the Self-Study Committee for a progress update on the Self-Study process.

### **Report to the Board**

Mr. Bowen reviewed the reaccreditation process and summarized the criteria provided by the Higher Learning Commission (HLC) for purposes of the Self Study process. He explained that reaccreditation is a means for the College to engage in a self-analysis and self-examination based on the following five criteria:

- Criterion One: Mission and Integrity. The organization operates with integrity to ensure the fulfillment of its mission through structures and processes that involve the board, administration, faculty, staff and students.
- Criterion Two: Preparing for the Future. The organization's allocation of resources and its processes for evaluation and planning demonstrate its capacity to fulfill its mission, improve the quality of its education, and respond to future challenges and opportunities.
- Criterion Three: Student Learning and Effective Teaching. The organization provides evidence of student learning and teaching effectiveness that demonstrates its fulfilling its educational mission.
- Criterion Four: Acquisition, Discovery, and Application of Knowledge. The organization promotes a life of learning for its faculty, administration, staff, and students by fostering and supporting inquiry, creativity, practice and social responsibility in ways consistent with its mission.
- Criterion Five: Engagement and Service. As called for by its mission, the organization identifies its constituencies and serves them in ways both value.

Mr. Bowen explained the time line: the reaccreditation information derived from the five criteria will be compiled into a written document during the spring 2007 semester; document will be submitted to the HLC in the summer 2007 semester; the HLC pier review team will conduct an on-site three day visit in mid-October 2007; review team will send recommendations to the HLC following the on-site visit; and the final phase will occur when the HLC sends the College their recommendations for follow up.

Mr. Bowen reported that the Self-Study Committee began their work in the fall 2005 semester with the decision to form five sub-committees with each committee assigned one of five criteria for discussion and discernment. He stated that the committees began the process of collecting, organizing, evaluating and interpreting the data that they collected in the spring 2006 semester so that by the summer 2006 semester, each of the five sub-committees produced a draft outline for working papers. Mr. Bowen explained that the draft outlines noted primary questions for each criterion and were used as the basis for working papers for the current fall 2006 semester. He stated that the each sub-committee's working paper for their specific criterion would become the basis for a chapter of the actual self-study written document for the spring 2007 semester. He further noted the progress of each sub-committee stating that they have already discussed the results of Criterion One and Five, and Criterion Two, Three and Four would be discussed in November.

Ms. Carot reported that she and the self study editor, Marian Staats, would compile and edit the working papers for each criterion into a comprehensive self-study report during the spring 2007 semester. She commented on the activities that she and Mr. Bowen were involved in as co-chairs and stated that the self study would “tell Oakton’s story,” including the relationship between the two campuses. She thanked President Lee for the privilege of working with her in attending a series of town hall meetings as well as gathering data to gain insight on the College community. She stated that the Office of Research has a wealth of data from students based on a wide variety of surveys; however, in conjunction with the Board of Student Affairs, their plan is to also gather information through a series of five focus groups with students over the next couple of months. Ms. Carot commented that some of the important questions to be posed to the students included (1) what was important to them; (2) what is Oakton doing well; and (3) what could the College do better in serving the students.

Ms. Carol commented on the other “hats” she and Mr. Bowen wear as self study co-chairs and explained their involvement with the completion of the Constellation Survey, the planning of Vital Focus and Conversation Day, and as members of the 2012 Strategic Planning Team co-chaired by Dr. Hamel and Dr. Saret. She stated that the HLC is looking to Oakton as a model for reaccreditation as we are utilizing all three processes, that when combined, will give us the means to achieve our goal of completing a comprehensive report that answers the five important questions that Mr. Bowen reported on:

1. Who are we?
2. What is our mission?
3. Who do we serve?
4. How do we serve?
5. Where do we see ourselves in the future?

The following calendar for Quick Fix Team, 2012 Team, and Higher Learning Commission Self-Study was distributed at the meeting:

DATE	TEAM(S)	PURPOSE
September 11	HLC Steering Committee	General Purpose Meeting
September 15	2012 Quick Fix Team Vital Focus Planning Team	Joint meeting with all teams to assess where we are in the process and be sure we all share an understanding of what comes next
September 29	All eligible employees	Conversation Day
October 5	Quick Fix Team	Initial sort of quick fix ideas <ul style="list-style-type: none"> <li>▪ quick fix</li> <li>▪ not quick fix</li> <li>▪ possibly quick fix</li> </ul>
October 6	HLC Steering Committee Work	Criterion papers from Criterion Committees One and Five Due
Week of October 9	2012 Team	Post ideas from Conversation Day on website with reminder that 2012 Team will group them into themes, list projects under theme that makes most sense, and seek additional community input to select theme areas and projects that matter most for the College to

		address first
October 16	HLC Steering Committee	Discussion of Criterion Papers from CC1 and CC5
Weeks of October 9-19	Kathleen Carot et. al.	Student focus groups about ideas from Conversation Day
October 19	Quick Fix Team	Begin to decide on which quick fixes to address immediately, which to put on hold, and which cannot be addressed as a quick fix (or are inappropriate).
October 20	2012 Team	2012 Team goes through Conversation Day materials to identify themes and cluster project ideas under themes; works with HLC facilitators
Week of October 24	2012 Team	Send information to community; ask Oakton employees to select 3-4 theme areas and asterisk one project idea under each theme selected
October 26	Quick Fix Team	Finalize decisions on quick fixes
Week of October 30	Quick Fix Team	Communicate decisions
November 3	HLC Steering Committee Work	Criterion Papers for Criterion Committees 2, 3 and 4 due

Dr. Lee thanked Mr. Bowen and Ms. Carot for their update on the College's Self Study efforts. She stated that the Board's strategic conversation following the completion of New Business would focus on the Board of Trustees role in the self study process. She acknowledged the work of Dr. Trudy Bers in support of the self study co-chairs as well as Drs. Hamel and Saret as co-chairs of the 2012 strategic planning effort.

As Chair of the Board Finance Committee, Dr. DiLeonardi introduced Mr. Fred Lantz and Mr. Gary Flori, partners at the firm of Sikich LLP, who presented the audited Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2006.

Mr. Flori stated that he and Mr. Lantz served as engagement partners on the audit that also included six members of their professional staff as well as Oakton's Business and Finance department personnel. He explained the audit timeline with the beginning of a pre-audit meeting of the Board's Finance Committee in early spring; preliminary field work in June; completion of field work in August; and then meeting last week with members of the Board Finance Committee to review the CAFR and compliance reports which are issued under A-133.

Mr. Lantz commented that he hoped tonight's report to the Board would be as exciting as the 3-1/2 hour meeting with the Board Finance Committee on October 12. He stated that the Governmental Accounting Standards Board (GASB) initiated five to six new Pronouncements to be implemented within the next two years and Oakton chose to implement them for the 2006

financials.<sup>1</sup> Mr. Lantz remarked that the implementation of the new Pronouncements, especially GASB Statements 44, 46 and 47, was a major undertaking for the College, especially with the new Student Information System project. He presented an analysis of the accounting work involved in invoking the GASB changes and congratulated the Board, the President and the Business and Finance Department for their willingness to be one of the only community colleges to implement the new Pronouncements this year.

Mr. Lantz stated that the CAFR is an independent auditors report and their firm only has the responsibility to prepare the two pages that contain the “Independent Auditors Report” listed on page one and two of the document. He noted that as independent auditors, they present a clean and unqualified opinion on the financial statements of the College as of the year ended June 30, 2006.<sup>2</sup> Mr. Lantz explained that their opinion notes that Oakton’s financial statements are in accordance with generally accepted accounting principles and that they are free of any material misstatements. He commented that Oakton is only one of 14 public institutions of higher education and one of only 56 in the country that receives a clean, unqualified opinion from their independent certified public accountants as well as the *Certificate of Achievement for Excellence in Financial Reporting* from the Government Finance Officers Association. Mr. Lantz stated that the credit for this achievement not only goes to Mr. Chirempes and the Business and Finance team, but to Oakton’s President, Board Chair and Trustees for their leadership in establishing the Policies and Procedures followed by the administrative staff.

Mr. Flori commented on the Single Audit Report that includes compliance with the rules and regulations primarily governing Financial Aid. He stated that this report also received a standard, unqualified opinion and complimented the College and the Financial Aid office, especially Cheryl Warmann, Directory of Financial Aid, for their diligence in complying with all of the complicated financial aid rules.

Dr. DiLeonardi and Dr. Rosen commented on their 3-1/2 hour meeting with the auditors last week and stated that they asked many questions and received very good answers. They thanked Mr. Flori, Mr. Lantz and Mr. Chirempes for their work in keeping the Board informed as well as helping them understand a very complicated process. Dr. DiLeonardi stated that the inclusion of trends in the statistical section was something that the Board members had asked for as the information helps greatly in making budgetary decisions.

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<sup>1</sup> The mission of the Governmental Accounting Standards Board (GASB) is to establish and improve standards of state and local governmental accounting and financial reporting that will result in useful information for users of financial reports and guide and educate the public, including issuers, auditors, and users of those financial reports.

<sup>2</sup> In accounting standard terms, a clean opinion can also be expressed as an unqualified opinion, which means the financial statements present a true and fair view of the organization’s financial position in accordance with established financial reporting standards and the information presented complies with statutory requirements.

## **Comments by the Chairman**

Mr. Wadhwa welcomed the two exchange visitors from Europe and then invited those interested in public participation to step forward to the podium to address the Board.

## **Public Participation**

Ms. Judy Brown of Des Plaines stated that she represented the students taking painting courses at the Des Plaines Campus and was here to address the issue of space in the classroom. She stated that the classrooms used for teaching painting classes are not large enough to accommodate an easel, chair and table, thus causing hazardous conditions in the room. She commented on the triangular shape of the small room and the poor lighting that makes painting extremely difficult when using a still life or live model as part of the curriculum. Ms. Brown brought attention to the inaccessibility for students in wheelchairs, overcrowding in the room, and the safety hazards if the room needed to be evacuated in an emergency. Other issues she noted in her statement included inadequate storage lockers, no windows, and no loading zone. Ms. Brown asked the Board to consider suggestions made in the Art Department space proposal or to move the painting classes to room 1550. She stated that the square footage in the Art Department allotted to painting is the smallest of all the other community colleges. In closing, Ms. Brown thanked the Board Chair and trustees for their attention to this matter.

Ms. Kristen Walk of Niles stated that she also represented the students taking painting courses at the College's Des Plaines campus. She read statements from two students who wanted the Board to know that the classrooms were crowded, inadequate and potentially dangerous. Ms. Walk commented on her personal experience of taking painting classes in overcrowded conditions. She explained that many of the students in her class are older and they find it very difficult to maneuver around their workspaces. On a positive note, Ms. Walk commented on the high quality of the instructors in the Art Department and that she would continue to enroll in classes because of the exceptional teachers.

Mr. Wadhwa thanked Ms. Brown and Ms. Walk for bringing this matter to the Board.

## **New Business**

### **Consent Agenda**

#### **10/06-1a 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.”

Dr. Barshis seconded the resolution.

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

**10/06-1b Approval of Consent Agenda Items 10/06-2 through 10/06-7**

Dr. Alexopoulos offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve resolutions 10/06-2 through 10/06-7.”

**10/06-2 Ratification of Payment of Bills for September 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 \$5,282,156.23 for all funds as listed and for all purposes as appearing on a report dated September 2006.”*

**10/06-3 Acceptance of Treasurer’s Report for September 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 September 2006.”*

**10/06-4 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.”*

**10/06-5 Authorization to Transfer Working Cash Funds**

*“Be it resolved that the Board of Trustees of Community College District 535 directs the Treasurer of Oakton Community College to transfer \$7,500,000 from the Working Cash Funds to the Education Fund to be repaid from the December 2006 levies collected in 2007 as approved.”*

**10/06-6 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.”*

**10/06-7 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 Alliance for Lifelong Learning Certified Rehabilitation Nursing Program*  
*The Abington of Glenview - Glenview*

For the Physical Therapist Assistant Program  
*Advocate Illinois Masonic Medical Center – Chicago.*”

Dr. Barshis seconded the resolution.

There being no discussion, Dr. DiLeonardi called the roll.

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

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

**10/06-8 Acceptance of Comprehensive Annual Financial Report (with Auditor’s Opinion)**

Dr. Rosen offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept for filing the audited financial report for the fiscal year ended June 30, 2006.”

Dr. Barshis seconded the motion.

Dr. DiLeonardi called the roll.

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

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

**10/06-9 Authorization of Tentative Levy for 2006 and Announcement Thereof**

Dr. Barshis offered:

“Be it resolved that the Board of Trustees of Community College District 535, authorizes a preliminary tax levy for 2006 to be collected in calendar year 2007 as follows:

the sum of \$26,774,000 to be levied as a tax for educational purposes; and

the sum of \$6,869,000 to be levied as a tax for operations and maintenance purposes; and  
the sum of \$704,000 to be levied as a special tax for tort liability insurance purposes, for property insurance purposes, for workers compensation and occupational diseases insurance purposes, and for unemployment insurance purposes; and  
the sum of \$638,000 to be levied as a special tax for Social Security and Medicare insurance purposes; and  
the sum of \$115,000 to be levied as a special tax for financial audit purposes, on the taxable property of our community college district for the year 2006.”

“Be it further resolved that the Board of Trustees of Community College District 535 as part of its regularly scheduled December 12, 2006, Board of Trustees meeting, will have on its agenda, the adoption of a resolution setting forth the amounts above as its tax levy for 2006.”

Dr. Alexopoulos seconded the motion.

Dr. Barshis opened discussion on the tax levy. He stated that the narrative explains that we came close to the 4.9 percent tax levy increase from last year and asked if we have a reasonable projection for this year based on equalized assessed valuation levels and new property. Dr. Barshis also asked if the projected operating budget for 2006-2007, which resulted in our need to increase tuition, will be affected if we do collect the full levy increase or if the projection was predicated on collecting the 4.9 percent. Dr. Barshis inquired if there were any other projection increases that could be forecasted.

Mr. Chirempes responded that the projections were based on ten years of historical trends and that he feels confident that the College will meet the 4.9 percent since we received the full levy last year. He stated that the levy is very close to the 4.5 percent projection he made two years ago. Mr. Chirempes explained that we are following our projections from a tax revenue point of view; however, the unknown factor still is what the State of Illinois will do.

Dr. Rosen stated that the relationship between the tax levy and the tuition increase is a key factor in terms of the management of our operating funds. He noted documentation in the CAFR that substantiates the relationship and stated that nationwide, it is through the income funds that include tuition and fees that carry the burden of funding higher education.

Dr. Barshis stated that it is the Board’s responsibility to keep the community informed of any changes in funding that might enable the Board to revoke or reduce the approved tuition increase. He further stated that the tuition increase was based on a loss of government funding at both state and federal levels in order for the College to maintain a fiscally responsible balanced budget. Dr. Barshis commented that our financial projections were based on specific sources of revenue as well as constant enrollment figures. He stated that the Illinois Community College Board (ICCB) fall enrollment figures reveal that Oakton has one of the largest enrollments in the area,

even though we have a 3.9 percent decline in headcount; however, the full time equivalent (FTE)<sup>3</sup> is equal to last year. He commented on the declining headcount enrollment at a time when we need to increase our revenue by filling the classrooms with students. He stated that we must be cognizant of the relationship between enrollment growth and operating funds and the duties of the Board in keeping our constituents informed.

Dr. Rosen noted that information in the CAFR states “that operating revenue decreased by \$300,000 due to a decrease of \$600,000 in the auxiliary revenues, which is clearly offset by an increase of two million dollars in tuition and fees income.” He stated that the Board raised tuition last year to stay level and that it is verified and documented in the CAFR.

Mr. Collins stated emphatically that the tuition issue has been discussed many times before and it is everyone’s responsibility to work together to find alternate sources of income. He suggested two ways that the College could be proactive: (1) go outside of the District 535 boundaries to form alliances with other entities and new business opportunities; and (2) form an Alumni Association that would solicit funds and generate needed revenue. He noted that the Technology Pavilion at the Ray Hartstein Campus offers Cisco certification while other community colleges in our area do not. Because of this, Mr. Collins recommended that we do business with companies such as Motorola which is outside of Oakton’s District. Mr. Collins further commented on statistical information in the November 2005 Office of Research *In the Abstract* report entitled “Alumni Perceptions of Oakton’s Mission” that was sent to 450 Oakton alumni. He stated that the College could begin an alumni database with the 230 students that responded to the survey.

Dr. DiLeonardi commented on enrollment reports from the ICCB in regard to FTE’s and stated that the credit hour report is crucial to Oakton’s funding. She explained that there are four funding variables: (1) Headcount; (2) FTE; (3) Credit Hours; and (4) Classification of Credit Hours. She noted the importance of being specific in addressing the category being discussed.

Mr. Chirempes explained that the College generates the most credit hours in our largest category, the Baccalaureate Degree Programs. He stated that when we go up in that category, the aggregate dollars go down; therefore, figures show that the enrollment is up but the apportionment is down.

Dr. Alexopoulos endorsed Mr. Collins’ comments on being proactive with business and industry and utilizing the Technology Pavilion at the Ray Hartstein Campus to achieve that goal. He suggested engaging the business and industry community in a partnership of cooperation and development projects that they would fund. He stated that he voted to increase tuition in order to balance the budget because of the decrease in funding and that if the funding is restored, the administration would come back to the Board to either decrease or eliminate the tuition increase. He emphasized the need

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<sup>3</sup> Full Time Equivalent (FTE ) is determined by the sum of student credit hours divided by 15.

to get serious with a written plan regarding the means to increase our funding sources that includes deliverables and a time line for implementation.

Dr. Lee responded to Mr. Collins' request to form an Alumni Association and commented that she has reported activity on this to the Board on previous occasions. She stated that the recently installed Banner System allows us to trace students which were then included in a mailing list last year. She also commented on a study completed by the Council for Resource Development (CRD) on various approaches to forming an alumni base. Dr. Lee noted that the data from this study denotes relationship building as a foundation prior to immediate funding.

Dr. Lee commented on the suggestion to recruit business from the neighboring community college districts and stated that although we participate in cooperative agreements though the State of Illinois, we cannot go into another community college's district and compete with them for business. She stated that as long as community colleges are separated by specific districts, it would be unethical to infringe on their constituents.

Dr. Lee further commented on tonight's Self Study Report and how the self study process is combined with strategic planning in setting a new series of goals for the College for 2007 through 2012. She stated that this is the written plan of deliverables that Dr. Alexopoulos suggested and that the Board would be asked to approve the plan in March 2007. President Lee reflected on recent discussions with college presidents from Canada, Europe and the United States at the Transatlantic Dialog in Barcelona regarding the issues surrounding access, funding and affordability. She stated that connectedness with students and relationships with business and industry are global issues being addressed by everyone in higher education. Dr. Lee asked the Board to be patient as we are working hard to get to their vision of where the College should be.

Dr. Alexopoulos stated that the College is allowed to cross over into another community college district if we offer programs and services that they do not offer. He further stated that businesses and industries outside of our district could utilize the equipment in the RHC Technology Center if it is not available to them in their own districts. He insisted that this proactive approach to utilizing the Technology Center would increase funding.

Mr. Wadhwa thanked the trustees for their input on the tax levy discussion. He reminded the administration that when the tuition increase was passed based on funding estimates, they were to come back to the Board with actual funding information prior to the enactment of the second tuition increase.

Mr. Chirempes responded that the budget for fiscal year 2006-2007 was approved at the October Board meeting and he will begin budget projections for next year in January 2007. He stated that in January they would look at the estimates projected at the time of the tuition and analyze the data. Mr. Chirempes noted that our past practice has been to enact a tuition increase for the summer semester which means that a decision would have to be made at the March Board meeting. He explained that

the unfortunate side of the equation is that the state’s financial plan is not finalized in March and they are very slow in releasing appropriated funds; therefore, we would have to make our best estimate at that time. Mr. Chirempes stated that he will provide the Board with the 2008 final appropriation numbers from the state as soon as they are announced and would report if our projections were up or down.

Dr. DiLeonardi stated that the Board did receive confirmed funding figures following the first tuition increase and that the College did lose funding from the state; therefore, Mr. Chirempes’ estimate was correct and the tuition increase was needed in order to provide the operating funds necessary for a balanced budget.

Dr. Rosen explained that the *Statement of Net Assets* in the CAFR reflect the actuals for 2005; therefore, this figure is no longer an estimate as in past years. He stated that Mr. Chirempes, Mr. Flori, and Mr. Lantz assured both he and Dr. DiLeonardi at the Finance Committee meeting that this method of reporting actuals will be their standard practice, and subsequently, is more in line with what the Board Chair is asking for.

Acting Secretary DiLeonardi called the roll.

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

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

**10/06-10 Authorization to Approve October Purchases**

Dr. Rosen offered:

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

<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
a. Emergency Medical Technician Paramedic Classes	St. Francis Hospital	\$135,700
b. Contracted Instructional Training for the Fire Science Tech Program	Northeastern Illinois Public Safety Training Academy	\$80,000
c. Custodial Supplies and Management Partnership	Tek-Direct	\$162,520
Grand Total:		\$378,220

Dr. DiLeonardi seconded the motion.

Dr. Barshis opened discussion on resolution 10/06-10a, the *Authorization to Purchase Emergency Medical Technician Paramedic Classes*, citing “A total 46 students registered at Oakton as for-credit students based on a total cost per student of \$3,000.” He asked if these students were paying regular tuition based on the current rate or if they were paying \$3,000 for the course and if Oakton or St. Francis Hospital received the tuition payment.

Dr. Sompolski stated that Oakton received \$50 of the \$3,000 to process the student applications with the remainder paid to St. Francis for the paramedic classes.

Dr. Barshis thanked Dr. Sompolski for his response and added that the cost of the program was a pass-through.

Dr. DiLeonardi called the roll.

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

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

## **10/06-11 Acceptance of Grants**

Mr. Collins offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept \$999,988 from the National Science Foundation for a Science, Technology, Engineering and Mathematics Talent Expansion Program grant entitled Center for Promoting STEM: A Consistent District-Wide Approach to Increase STEM Enrollment and Student Success.”

“Be it further resolved that the Board of Trustees of Community College District 535 accept from the Illinois State Board of Education reimbursement under the Child Care Food Program in monthly increments for a total of \$9,792 for the period October 1, 2006, to September 30, 2007.”

“Be it further resolved that the Board of Trustees of Community College District 535 accept \$2,100 from the Illinois Arts Council to support the Emeritus Program’s presentation of the Siegel-Schwall Blues Band.”

Dr. Barshis seconded the motion.

Dr. Alexopoulos congratulated Dr. Sompolski and his team for their hard work in securing the National Science Foundation grant.

Dr. Rosen referred to the CAFR chart that depicted the number of state and federal grants that the College depends on for alternative sources of funding. He stated that these grants subsidize our budget and defray tuition costs. Dr. Rosen thanked those responsible for aggressively seeking these grants.

Chair Wadhwa called for a voice vote and the resolution for Acceptance of Grants was approved.

#### **10/06-12 Supplemental Authorization to Pay Professional Personnel – Fall 2006**

Dr. DiLeonardi offered:

“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 \$89,427.52, resulting in a revised total of \$2,757,698.32.”

“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 \$11,610.75, resulting in a revised total of \$317,449.55.”

“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 \$13,016.70.”

Dr. Alexopoulos seconded the motion.

Dr. DiLeonardi called the roll.

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

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

#### **10/06-13 Authorization to Hire Related Persons**

Dr. DiLeonardi offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorize the employment of Ms. Sheri Cisco, Administrative Assistant, Division of

Science and Health Careers, Medical Lab Technology, Phlebotomy and Pharmacy Technician Programs, effective October 18, 2006.”

“Be it further resolved that the Board of Trustees of Community College District 535 authorize the employment of Ms. Michelle Barker, Public Safety Officer, effective November 6, 2006.”

Mr. Collins seconded the motion.

Dr. DiLeonardi called the roll.

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

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

#### **10/06-14 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 Reza Dai, Pamela Schmidt and Elaine MacAlister; and Safa Hamed, Ivan Temesvari, and Tingxiu Wang.”

Dr. Barshis seconded the motion.

Dr. Alexopoulos acknowledged the collaborative efforts of the math department faculty and Dr. Sompolski in developing an in-house text book for fundamental mathematics. He stated that the cost to the student would be approximately \$20, a savings of nearly \$100 over the cost of similar textbooks on the market. Dr. Alexopoulos commented on the new pilot program of fundamental mathematics that would begin with the spring 2007 semester and stated that he hoped the administration would expand the program into other areas of mathematics and science.

Dr. Sompolski commented on the wonderful opportunity given to faculty in the math department in the development of the new textbook. He commended both adjunct and full time faculty for their work on the project and stated that the new program is a great economic benefit to our students.

Mr. Collins commented on the many ways in which faculty have collaborated on projects that benefit our students and noted the example of Cecelia Hutchcraft's contributions in Biology.

Dr. Barshis suggested that a faculty and staff development activity include a workshop on the self-publishing of textbooks as it may inspire others to creatively enhance the curriculum and financially benefit our students.

Mr. Wadhwa thanked the faculty members who collaborated on these projects that directly benefit the students that we serve.

Dr. DiLeonardi called the roll.

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

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

**10/06-15 Resolution Designating Date, Time and Place for Filing Board of Trustees Nominating Petitions**

Dr. Barshis offered:

“WHEREAS, an election is to be held in Community College District No. 535 on April 17, 2007, for the election of three trustees of the Board, each for a full term of 6 years; and,

“WHEREAS, the Election Code and the Public Community College Act direct the Board Secretary to perform certain functions with respect to the receipt and filing of nominating petitions and statements of candidacy, or to designate a representative to perform such functions; and,

“WHEREAS, the Board finds it convenient and necessary to designate a member of the College staff to represent the Board Secretary in the performance of such functions, and at the request of and with the concurrence of the Board Secretary, the Board desires to designate the Secretary to the Board of Trustees as such representative;

“NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 535, COUNTY OF COOK AND STATE OF ILLINOIS, as follows:

Section 1. The place for receiving and filing nominating petitions and statements of candidacy for the election to be held on April 17, 2007 is hereby designated as Room

Number 1500, Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois 60016.

“Section 2. Pursuant to the authority conferred by the Public Community College Act, the Board hereby designates Patricia Dalzell, Secretary to the Board of Trustees of Oakton Community College, to represent the Secretary in the performance of the Secretary's duties with respect to the receipt and filing of nominating petitions and statements of candidacy.

“Section 3. The designated representative's office will be open for the receipt and filing of nominating petitions and statements of candidacy between 8:00 a.m. and 5:00 p.m., Mondays through Fridays from January 29 through February 5, 2007.

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

- a) The designated representative of the Secretary shall receive petitions in the order presented. She will mark upon each the date and hour received and the numerical order in which they were received. All petitions filed by persons waiting in line as of 8:00 a.m. on January 29, 2007, shall be deemed filed as of 8:00 a.m. Petitions filed by mail and received after midnight of January 29, 2007, and in the first mail delivery to Oakton Community College on January 29, 2007 shall be deemed filed as of 8:00 a.m. on January 29, 2007. All petitions received thereafter shall be deemed filed in the order of actual receipt.
- b) Where two or more petitions are received simultaneously at the opening hour of the filing period, the designated representative of the Secretary shall break ties and determine the order of filing by means of a lottery, as provided by the Election Code.”

Dr. Alexopoulos seconded the motion.

Dr. DiLeonardi called the roll.

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

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

**10/06-16 Approval of Three-Year Agreement with the Oakton Community College Adjunct Faculty Association/Illinois Education Association/National Education Association (OCC-AFA-IEA/NEA)**

Dr. DiLeonardi offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve the three year agreement with the Oakton Community College Adjunct Faculty Association/Illinois Education Association/National Education Association, effective August 17, 2006 through August 16, 2009.”

Dr. Barshis seconded the motion.

Dr. Lee acknowledged the diligent work of Mr. Graham, Dr. Bers, Ms. Dayton and their respective negotiating teams in working toward an Adjunct Faculty contract that was amicable and beneficial to the faculty and administration.

Mr. Wadhwa thanked the negotiating teams for their countless hours of work toward the agreement. He stated that he hoped everyone involved felt that they came out as winners and thanked them for the work they do at the College.

Dr. Barshis stated that he was very pleased with the Adjunct Faculty contract as well as the Classified Staff Association contract approved last month in his absence.

Dr. DiLeonardi called the roll.

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

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

### **10/06-17 Approval of Policy Revisions**

Mr. Collins offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves and adopts the revisions to Policy 4107 and 5111, attached hereto.”

Dr. Alexopoulos seconded the motion.

Dr. Barshis questioned the inconsistency in the reference to tuition in Policy 5111. He stated that the policy states that the Board sets tuition rates for in-district and military personnel and that the College administration sets the tuition rates for out-of-district/out-of-state tuition. He commented that it was his understanding that one of the functions of the Board of Trustees was to determine tuition rates.

Mr. Chirempes responded that the out-of-district/out-of-state tuition is externally set by the Charge Back formula which is included in the CAFR.

Dr. Smith brought attention to language revisions in Policy 4107 regarding the workload for adjunct faculty members that was inadvertently deleted from the September *First Read of Policy Revisions* resolution. She stated that this original language is being retained in the policy.

Dr. DiLeonardi called the roll.

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

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

### **Strategic Conversation – Self Study Process and Accreditation**

Dr. Lee commented that Mr. Bowen's and Ms. Carot's report at the beginning of the meeting included the process and progress of our institutional self study for reaccreditation. She stated that the Strategic Conversation for the Board to engage in this evening included the following questions:

- *What is the role of the board in the various phases of the self-study process before the arrival of the Visiting Team?*
- *What is expected of the Board when the Consultant Evaluation Visiting Team arrives in October 2007?*
- *What is the Board's role in responding to the visiting team findings and Higher Learning Commission recommendations or mandates to the College after the visit?*

Dr. Lee explained the difference between the self study process of 10 years ago with the North Central Association and the new process with the Higher Learning Commission that included not only a name change but a different approach to the self study process and re-accreditation. She stated that the Commission asks institutions to look in the present and push toward the future while drawing experience from the past to produce a report that is both narrative and data rich.

Dr. Rosen opened discussion on Criterion Two, Preparing for the Future. He focused on the need to conduct a market research study that analyzes the following: trends in community college education; needs within the District 535 community; college curriculum needs for students who are currently in the 8<sup>th</sup> grade; and aligning our resources to meet the needs of upcoming students. Dr. Rosen asked that the study be data driven so it could be used as a resource in addressing Criterion Two. He asked that Dr. Drummer and Dr. Bers address the issue of a market research project and factor in our reimbursement from the state in providing a wide range of curriculum for our students including the changes required to meet the needs of

our students as we look toward 2012. He stated that Criterion Two includes making hard choices with priorities that are often unpopular.

Dr. Drummer responded that Dr. Bers' office provides her with direction on how to market institutions through community surveys, research and development. She stated that many of the surveys include data on what we should be offering to meet both current and future needs of the communities that we serve.

Dr. Bers commented on the different surveys conducted through the Office of Research. She stated that every fall semester for the past 15 years, they have prepared and conducted surveys on students. Dr. Bers commented on the community college survey last spring that asks direct questions about student engagement at their institutions.

Dr. Hamel commented that the College began the process of putting together a report that includes an account of our actions that is backed up with verifiable data. He explained the expectations of the Higher Learning Commission in not just forecasting the future but demonstrating a high level of accountability through both narration and confirmed data.

Dr. Rosen clarified that the marketing survey he suggested for Criterion Two be addressed by an outside, independent source, and not internally. He explained that the self study process engages people in a discussion on the direction we need to take as well as our needs in 2012. Dr. Rosen commented on the very competent people on staff at Oakton with expertise in targeting specific information for surveys; however, he stated that it was both useful and valuable to outsource the marketing research project on future needs to an independent vendor who specializes in this specific field.

Dr. Alexopoulos asked if the self study process would engage our students so that we can incorporate objective comments on the quality and effectiveness of teaching and our standards.

Dr. Barshis stated that a survey on student engagement is one method of gathering student opinions. He further stated that Dr. Bers' Office of Research could add other sources of information that answer the questions on students' perceptions of Oakton, our faculty and our curriculum. He noted that Ms. Carot's report included the involvement of students in the self study process through several focus groups specific to students.

Dr. Barshis commented on the Board's role in the self study process. He stated that trustees question, analyze and support the mission of the college on such issues as affordability, accountability, ethical conduct, new program development, productivity, quality, diversity, technology and most importantly what is in the best interest of the students. He acknowledged that trustees look at the achievement of the students that we serve, ask for data that substantiates their achievements and ask the important question – are we doing a good job? Dr. Barshis also commented on the Board's role in representing everyone within the district which led into Criterion Five, Engagement and Service. He stated that trustees reflect and are shaped by the economic, social, and political strengths and weaknesses of the communities that they serve. He explained that trustees are compelled to bring the needs of the community back to the Board table for discussion to ascertain that they are representing their interests. He commented on the suggestions made by Dr. Alexopoulos in utilizing our technology resources to better serve the businesses we represent which relates to Criterion Five. Dr. Barshis explained that all of the

Board's efforts in the on-going process of questioning, analyzing and supporting, lead into reasoned decisions about the future. He stated that requests such as an independent market research to delve into our future needs is part of what Board members must do in order to substantiate decisions.

Mr. Collins was in agreement with Dr. Barshis' comments as general responsibilities for trustees. He added that he would also like to be involved in the process by providing an opinion where appropriate to do so.

Mr. Emmanuel commented on the student involvement with the self study process. He stated that there would be five student focus groups of approximately 20 students per group; three at the Des Plaines campus and two at the Skokie campus. Mr. Emmanuel explained that the focus groups would address all five criteria in the self study process.

Dr. Lee explained that the self study is the product of the work of the committees that focus on a wide spectrum of people that include faculty, staff, students, community residents and trustees. She stated that the HLC site team will meet separately with the trustees to verify that they are a well-functioning Board that works hard to maintain their independence, openness, fairness, and commitment to education. She reflected on the Board's obligation to ask and analyze questions as part of the macro governance of the College and explained that the role of the Board is critical in each step of the self study process. Dr. Lee explained that the reason for engaging in a self study is for institutional improvement as well as for compliance. She stated that without re-accreditation, our students would not be able to access federal funds, specifically federal financial aid. The President noted that when the HLC makes their recommendations following the site visit, the Board will be entrusted with the responsibility of making the College accountable for those recommendations. In addition to the HLC recommendations, Dr. Lee stated that the Board would also receive a Strategic Plan for 2007-2012 that would be developed in conjunction with the self study report.

Mr. Wadhwa asked to what extent the faculty and staff are involved in the self study process.

Dr. Saret responded that she is personally very involved with co-chairing the 2012 committee with Dr. Hamel, as well as being a member of one of the self study teams. She stated that there are many faculty engaged in the self study activities as well as members of various self study teams and committees.

Ms. Verstrate responded to Mr. Wadhwa's question that there were classified staff members on each self study committee as well as the sub-committees. She stated that staff are very active in the self study process and take their committee work seriously.

Ms. Dayton reiterated the statements of Dr. Saret and Ms. Verstrate in that the adjunct faculty are playing an important part in the self study committees. She stated that 70 adjunct faculty attended Conversation Day which was a very positive statement toward their commitment to the self study process.

## 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, November 14, 2006, at the Des Plaines Campus, room 1506.

Dr. Alexopoulos offered a motion for adjournment and Dr. Barshis seconded the motion. A voice vote was called and Mr. Wadhwa adjourned the meeting at 9:33 p.m.

*/s/ Jody Wadhwa*

Jody Wadhwa, Chairman of the Board

*/s/ Emory W. Williams*

Emory Williams, Secretary of the Board

/pd  
11/06

A video tape recording of the October 17, 2006, meeting was made and may be viewed by calling the Library and Instructional Media Services office at 847-635-1640.