Minutes of the Oakton Community College Board Meeting  
August 18, 2015

The 701st meeting of the Board of Trustees of Community College District 535 was held on Tuesday, August 18, 2015 at the Oakton Community College Des Plaines campus.

Closed Session
At 6:35 p.m. Ms. Tennes made a motion to go into Closed Session for the purpose of considering the appointment, employment, compensation, discipline, performance, dismissal of employees, pending litigation, and collective negotiating matters. Mr. Dixon seconded the motion; Mr. Stafford called the roll:

Ms. Harada  Aye
Ms. Tennes  Aye
Mr. Stafford  Aye
Dr. DiLeonardi  Absent
Mr. Frank  Aye
Mr. Salzberg  Aye
Mr. Wadhwa  Aye
Mr. Dixon  Aye

Also present: Dr. Joianne Smith, President; Dr. Thomas Hamel, Vice President, Academic Affairs; Dr. Karl Brooks, Vice President, Student Affairs; Ms. Bonnie Lucas, Vice President, Technology and Data Analytics; Ms. Mum Martens, Chief Human Resources Officer; and Mr. Robert Nowak, Vice President, Business and Finance. At 7:35 p.m., Ms. Harada made a motion to adjourn the session, seconded by Mr. Frank. A voice vote was called and the meeting was adjourned.

Call to Order and Roll Call
Chair Harada called the open session to order at 7:45 p.m. in room 1506; Mr. Stafford called the roll:

Ms. Harada  Chair  Present
Ms. Tennes  Vice Chair  Present
Mr. Stafford  Secretary  Present
Dr. DiLeonardi  Absent
Mr. Frank  Present
Mr. Salzberg  Present
Mr. Wadhwa  Present
Mr. Dixon  Present

Pledge of Allegiance

Approval of Minutes
Chair Harada asked for a motion for the approval of the minutes of the June 23, 2015 meetings. Ms. Tennes made the motion which was seconded by Mr. Frank. A voice vote was called and the minutes were unanimously approved.

Statement by the President
President Smith welcomed everyone and introduced Dr. Karl Brooks, the new Vice President of Student Affairs, and Mr. Paul Palian, the new Director of College Relations. Also introduced, Mr. Hank Galatz, a director on the Educational Foundation Board, who is planning to regularly attend the Board of Trustee meetings in order to provide to the Foundation Board, information from the Trustee meetings.
President Smith asked for introductions of those present:

Kathleen DeCourcey, College Advancement and Classified Staff Union President, presented Philip Cronin, Media Services; Jennifer Crawley, Division of Science and Health Careers; Eileen Cukierski, President’s Office; Teresa O’Sullivan, Access and Disability Resource Center; Richard Schwass; Facilities; Ron Smith, Alliance for Lifelong Learning/Workforce Development; and Jesse Wallace, Media Services.

Katherine Schuster, Professor of Education, and Full-time Faculty Union President, presented Donovan Braud, Associate Professor, English; Anita Cotton, Professor, Accounting; Nancy Heldt, Professor, Medical Laboratory Technology; Michelle James, Professor, Student Development and Psychology; and Joe Kotowski, Distinguished Professor, Mechanical Design and Mathematics.

Barbara Dayton, Lecturer of Sociology, and Adjunct Faculty President, introduced: David Arieti, Lecturer, Biology; Kalyani Banerjee, Lecturer, Chemistry; Barry Dayton, Cindy Del Medico, Lecturer, Business; Francine Johnson, Lecturer, English; Cheryl Thayer, Lecturer, Sociology; and Cathy Willis, Lecturer, Psychology.

Administrators present included: Michael Anthony, Chief Diversity Officer, Assistant Vice President of Student Affairs; Ann Marie Barry, Director, Student Life; Michele Brown, Director, Student Recruitment and Outreach; Michael Carr, Assistant Vice President, Academic Affairs; Sebastian Contreras, Jr., Dean, Student Success; Leana Cuellar, Director, Student Learning and Engagement; Karen Epps, Director, Budget and Accounting Services; Maya Evans, Director, Research and Planning; Colette Hands, Interim Associate Vice President for Continuing Education; Mark Kiel, Director, Counseling and Health Services; Linda Korbel, Dean, Languages, Humanities and the Arts; Roxann Marshburn, Director, Grants and Alternative Funding; Mum Martens, Chief Human Resources Officer, Gary Newhouse, Dean of Library and Online Learning; Bruce Oates, Director, Athletics and Registrar Services; Paul Palian, Director, College Relations; Nancy Prendergast, Assistant Vice President of Academic Affairs, Dean of the Skokie campus, and Acting Dean of Science and Health Careers; Doreen Schwartz, Director, Business Services; Bob Sompolski, Dean, Mathematics and Technologies; Leah Swanquist, Director, Facilities; Cheryl Warmann, Director, Enrollment Services; and Brad Wooten, Dean, Social Sciences and Business.

Students in attendance: Elizabeth Adcox Miller, Ronak Mhaotre, Lance Lindsay, and Mike Zarek.

Guests in attendance: Mr. Barry Dayton, Mr. Hank Galatz, and Mr. Michael Lundeen.

President Smith spoke about the annual All College Breakfast which was held on August 17. President Smith thanked everyone who helped make Orientation week and the breakfast a success. Our goal for the year is to improve our Fall to Fall persistence rate from forty-five percent to fifty-four percent by Fall 2016. President Smith asked the audience to note the faces and stories of students that have been brought into the Board room. President Smith said that students are her touchstone and it is important to her to have our students and their stories on display for all to appreciate.

President Smith congratulated Paul Gulezian, Professor of Political Science, who received the Ray Hartstein Award for Teaching Excellence for full-time faculty; Peter Sigols, Lecturer of Business, who received the Ray Hartstein Award for Teaching Excellence for part-time faculty; and Stella Pillay, Business Services, who received the Classified Staff Excellence Award; all of which were presented at the All College Breakfast. President Smith also congratulated Dr. Michael Anthony, Oakton’s Chief Diversity Officer and Assistant Vice President for Student Affairs, for being selected by The National Association of Diversity Officers in Higher Education, to participate in their Chief Diversity Officer Fellows Program for the 2015-2016 academic year. Dr. Anthony was selected as one of two fellows from a national pool of nominees. Also congratulated was Gloria Liu for being recognized as one of the 100 most inspiring women in STEM. Ms. Liu will be mentioned in an article in the September issue of ‘Insight into Diversity’ magazine.
President Smith expressed condolences to faculty members Nancy Heldt, on the passing of her mother-in-law; John Stryker on the passing of his father; and staff member Anna Sowinska, on the passing of her father. President Smith noted that ScholarChips will be held at the Rivers Casino in Des Plaines on September 18. Tickets are $65 and can be purchased through the Educational Foundation office and online. This is one of our signature events for the Educational Foundation that supports student scholarships. Tickets are also still available for Trivia Night on August 27th at the Play Book Sports Bar in Niles. Tickets are $30 and may be purchased through the Foundation office. You do not need to be an alumni to participate, and proceeds will go to support student scholarships. President Smith mentioned that the current exhibit being featured in the Koehnhline Museum of Art is Sculpture Invasion 2015.

Mr. Bob Nowak, Vice President of Business and Finance, presented to the Board an update on the College’s Master Plan. Mr. Nowak presented an overview of that plan. He thanked the campus community, for all the work they did to create the plan; their understanding during construction; and their input through the Vacated Space Working Group which was formed in 2014. The major projects included in the Master Plan were the Margaret Burke Lee Science and Health Careers Center, or Lee Center for short; the Enrollment Center; the Student Gathering Center; remodeled classrooms, and a number of infrastructure projects. Mr. Nowak identified the original funding sources for the Master Plan that included general obligation bonds, College reserves, student reserves and fees, federal and state grants, private grants, and an Educational Foundation capital campaign, totaling the $68,500,000 cost estimate. Completed major construction projects include the Lee Center, Enrollment Center, and remodeled classrooms.

Mr. Nowak spoke about the funding sources for the Master Plan, providing figures for actual funds that were collected, versus the estimated figures. He also outlined projects that are in the development stage which include the Student Gathering Center; additional new classrooms; and infrastructure projects which are critical; especially relocation of the data center; west end roof; restrooms; and elevator. These projects are based on the architect’s estimate of approximately $15,539,000, which leads to a funding gap of approximately $7,500,000. A couple of reasons for the shortfall, the Master Plan was a multi-year project which included a $2.4 million dollar inflation cost from when projects were proposed until they were started. Another contributing factor to the shortfall in the funding sources came from federal and state grants, and the Educational Foundation not being able to execute a capital campaign. Trustee Tennes recalled that there was a sunset clause that was included when the Board last approved a tuition increase, which included a $2.00 per hour student fee that was to be used towards funding the Master Plan; fiscal year 2016 is the final year of that student fee. Trustee Tennes told Mr. Nowak that she would like to see the Educational Foundations feasibility study that determined that a capital campaign was inappropriate. Trustee Frank inquired whether the flood of 2012 will affect any of the remaining Master Plan projects. Mr. Nowak responded that could be a possibility, as specifically, two rooms on the first floor, where it is anticipated the Student Gathering Center will be, may need some slab work. If that is the case, those funds are part of the contingency proposal.

Trustee Stafford noted that it is great that the College was able to accomplish as many projects as it did. The campus was in dire need of renovation, especially in the science area. We are at the point now that we can move into more of an annual five-year plan that we rotate every year. Many of the projects that have been talked about can wait, and some cannot, that is something that needs to be determined. Mr. Stafford suggested that when the Audit Committee meets this Fall, it is key that they have a number in terms of depreciation. Mr. Nowak said that his staff has begun to put together a five-year Capital Improvement Plan (CIP). Trustee Tennes asked Mr. Nowak when he thought a draft of a CIP would be available to review. Per Mr. Nowak, a rough draft could be ready as early as November. Trustee Ben Salzberg inquired whether there are funds earmarked for new marquees. Mr. Nowak responded that the marquees are part of the fiscal 2016 budget.

Student Trustee Will Dixon asked for an approximate date when construction for the Student Gathering Center will begin. Mr. Nowak said the hope is that construction will begin in 2016, with the area being available for students by the Spring 2017 semester. Trustee Tennes asked for an estimated cost range for the Student Center. Mr. Nowak replied that construction costs might be somewhere in the neighborhood of $1.3 million dollars, with a possible total of cost of $2.2 million dollars. Trustee Stafford wrapped up the discussion by stating that we have
to prioritize projects; know what the priority is terms of need, and our ability to implement them. President Smith said that holding a Facilities and Finance Committee meeting would be a good next step in the process.

Leah Swanquist, Director of Facilities, notified the audience that there was a flash flood alert for the area, it was raining quite heavily, and severe thunderstorms were moving through the area. She said that Public Safety will alert President Smith if the meeting participants need to move to the lower level.

Public Participation
Barry Dayton addressed the Board regarding the decision not to rehire any retired annuitants as of July 1, 2015.

Comments by the Chair
Pat Harada officially welcomed President Smith to her first Board meeting as President, stating that we are all very pleased and extremely fortunate to have President Smith’s leadership at the College.

Student Trustee Report
Student Trustee Will Dixon reported that the Student Government Association is preparing for Fall Fest 2015. Preparations include games and giveaways to hopefully boost participation in student government and student life for the upcoming semester. PlayOn, the Student Playwriting Competition and Festival debuted to sold out crowds, featured student written, directed, and acted plays. Mr. Dixon spoke about a student who was hired as an IT intern at Rivers Casino with the help of the internship office at Oakton. The next issue of the OCCurrence, will be on newsstands throughout the College on August 24th. The OCCurrence team has put emphasis on departments dedicated to student success such as the Internship Office, Child Day Care Center, TRiO Program, and the Study Abroad Program.

New Business

8/15-1a Approval of Adoption of Consent Agenda
Mr. Wadhwa offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves adoption of the Consent Agenda.”

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

8/15-1b Approval of Consent Agenda Items 8/15-2 through 8/15-10
Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 8/15-2 through 8/15-10 as listed in the Consent Agenda.

8/15-2 Ratification of Payment of Bills for June 2015
“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 $5,704,176.60 or all check amounts as listed and for all purposes as appearing on a report dated June 2015.

8/15-3 Ratification of Payment of Bills for July 2015
“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 $10,923,452.18 or all check amounts listed and for all purposes as appearing on a report dated July 2015.”

8/15-4 Acceptance of Treasurer’s Report for June 2015
“Be it resolved that the Board of Trustees of Community College District 535 receives for filing as a part of the College’s official records, the report of the Treasurer for the month of June 2015.

8/15-5 Acceptance of Treasurer’s Report for July 2015
“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 July 2015.
8/15-6  **Authorization of Budget Transfers**
"Be it resolved that the Board of Trustees of Community College District 535 approves budget transfers in accordance with Illinois Compiled Statutes 110 ILCS 805/3-20, as listed originally in the FY2015 Budget approved by the Board in June 2014:
Education Fund-01:  $1,009,543
to and from 01 accounts as listed on pages 3-8 of item 8/15-6 in the August 2015 agenda book
Operations & Maintenance Fund-02: 411,630
to and from 02 accounts as listed on pages 9-10 of item 8/15-6 in the August 2015 agenda book
Operations & Maintenance Fund (Restricted)-03: 746,382
to and from 03 accounts as listed on page 10 of item 8/15-6 in the August 2015 agenda book
Auxiliary Enterprises Fund-05: 258,442
to and from 05 accounts as listed on pages 11-13 of item 8/15-6 in the August 2015 agenda book
Liability, Protection and Settlement Fund-12: 9,800
to and from 12 accounts as listed on page 13 of item 8/15-6 in the August 2015 agenda book
Total: $2,435,797."

8/15-7  **Acceptance of 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."

8/15-8  **Ratification of Actions of Alliance for Lifelong Learning Executive Board**
"Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in item a and hereby approves the expenditures in the amount not to exceed $54,605.67 for all funds listed in items a."
a. Salary payments in the amount of $54,605.67 for part-time teaching services for the Alliance for Lifelong Learning Summer 2015.

8/15-9  **Supplementary Authorization to Pay Professional Personnel**
1. "Be it resolved that the Board of Trustees of Community College District 535 approves the adjustments of part-time faculty 2015 summer semester salaries in the amount of $885,530.21, resulting in a revised total of $1,866,086.40".
2. "Be it further resolved that the Board of Trustees of Community College District 535 approves the adjustments of full-time faculty 2015 summer semester salaries in the amount of $249,180.94, resulting in a revised total of $1,950,707.94".

8/15-10  **Approval of Clinical Practice Agreements**
"Be it resolved that the Board of Trustees of Community College District 535 approves the following cooperative agreements:
For the Early Childhood Education Program
Child Care Center of Evanston – Evanston
Evanston Montessori Children’s House – Evanston
For the Health Information Technology Program
Advocate Health and Hospitals Corporation d/b/a Advocate Good Shepherd Hospital – Barrington
Advocate North Side Health Network d/b/a Advocate Illinois Masonic Medical Center – Chicago
For the Physical Therapist Assistant Program
ATI Holdings, LLC, Athletic and Therapeutic Institute of Naperville, LLC – Bolingbrook
For the Radiologic Technology Program
Presence Health and the Saint Francis School of Radiography – Evanston."
Mr. Stafford seconded the motion and called the roll:

Mr. Frank  
Ms. Tennes  
Ms. Harada  
Mr. Wadhwa  
Mr. Stafford  
Mr. Salzberg  
Dr. DiLeonardi  

The motion carried; Student Trustee Dixon favored the resolution.

8/15-11  

**Authorization to Approve August 2015 Purchases**  
Mr. Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of the attached resolutions, as stipulated in the following agenda items, for the purchase of the following:

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Page(s)</th>
<th>Description</th>
<th>Vendor</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>8/15-11a</td>
<td>1 &amp; 2</td>
<td>Recycled Xerographic Paper</td>
<td>Midland Paper</td>
<td>$ 46,609.20</td>
</tr>
<tr>
<td>8/15-11b</td>
<td>1</td>
<td>Field Study Course - Greece</td>
<td>Chat Tours</td>
<td>$ 24,000.00</td>
</tr>
<tr>
<td>8/15-11c</td>
<td>1 &amp; 2</td>
<td>Two Ford 2016 F-350 XL Trucks</td>
<td>Freeway Ford - Sterling Truck Sales, Inc.</td>
<td>$ 46,926.00</td>
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</tbody>
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Grand Total: $ 135,535.20.”

Ms. Tennes seconded the motion; Mr. Stafford called the roll:

Ms. Harada  
Mr. Wadhwa  
Ms. Tennes  
Mr. Frank  
Mr. Stafford  
Mr. Salzberg  
Dr. DiLeonardi  

The motion carried; Student Trustee Dixon favored the resolution.

8/15-12  

**Preview and Discussion of September 2015 Purchases**  
The following purchases will be presented for approval at the September 15, 2015 Board of Trustees meeting: Laptop Computers; Purchase and Installation of TV Studio Lighting System; Engineering Services for Soccer Field Irrigation System; Interpreter Service; and Cash Register System for Food Service Operation.

8/15-13  

**Acceptance of Tolling Agreement**  
Ms. Tennes offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve the Tolling Agreement between the Illinois Metropolitan Investment Fund (IMET) and the Board of Trustees of Oakton Community College, District 535 and authorizing execution of the Agreement by the District’s attorney on the District’s behalf.”
Mr. Salzberg seconded the motion. Mr. Wadhwa asked for clarification. Mr. Nowak explained that the Agreement formalizes the College’s commitment to not initiate litigation against IMET while working towards a mutually agreeable settlement. This agreement will not impact the College’s rights to bring action against IMET in the future, if necessary.

Mr. Stafford called the roll:

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<tr>
<th>Name</th>
<th>Aye</th>
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<tr>
<td>Mr. Wadhwa</td>
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<td>Ms. Tennes</td>
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<tr>
<td>Mr. Salzberg</td>
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<td>Mr. Frank</td>
<td>Nay</td>
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<tr>
<td>Ms. Harada</td>
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<tr>
<td>Mr. Stafford</td>
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<td>Dr. DiLeonardi</td>
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The motion carried; Student Trustee Dixon favored the resolution.

8/15-14  
Ratification of Administration Salary
Mr. Salzberg offered:
“Be it resolved that the Board of Trustees of Community College District 535 ratifies the corrected payment for former Dean Adam Hayashi for the period of July 1 to July 6, 2015, at the corrected salary of $2,686.”

Ms. Tennes seconded the motion. Trustee Frank asked for an explanation. Mr. Nowak replied that this correction was needed due to a calculation error of Mr. Hayashi’s final payout.

Mr. Stafford called the roll:

<table>
<thead>
<tr>
<th>Name</th>
<th>Aye</th>
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<tr>
<td>Ms. Tennes</td>
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<td>Ms. Harada</td>
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<td>Mr. Salzberg</td>
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<td>Mr. Frank</td>
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<td>Mr. Stafford</td>
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<td>Mr. Wadhwa</td>
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<td>Dr. DiLeonardi</td>
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The motion carried; Student Trustee Dixon favored the resolution.

8/15-15  
Authorization to Hire Full-time, One-year Faculty
Mr. Dixon offered:
“Be it resolved that the Board of Trustees of Community College District 535 approve the full time, one year appointment to term position in Computer Technologies and Information Systems of Ragaa Abdallah for the 2015-16 academic year, beginning on August 17, 2015. She will receive the salary associated with the lane and step described as follows:

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<tr>
<th>Name</th>
<th>Academic Rank and Assignment</th>
<th>Lane, Step, Salary</th>
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<tbody>
<tr>
<td>Ragaa Abdallah</td>
<td>Associate Professor of Computer Technologies and Information</td>
<td>A-5 $56,599.</td>
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Ms. Tennes seconded the motion. Mr. Wadhwa said that he thought there was a requirement for instructors to have a Master’s degree. Dr. Tom Hamel, Vice President of Academics, replied that the minimum qualifications to teach transfer curricula consists of a Master’s degree. Transfer curricula
are curricula that apply to a Bachelor’s degree. In contrast, career technical curricula, particularly those that are not transferable, have a different threshold, and for the most part the requirement is a Bachelor’s degree. In this particular career discipline, the minimum qualification is a Bachelor’s degree, plus 2,000 hours work experience.

Mr. Stafford called the roll:

Mr. Stafford  Aye
Ms. Tennes   Aye
Ms. Harada  Aye
Mr. Salzberg  Aye
Mr. Frank  Aye
Mr. Wadhwa  Aye
Dr. DiLeonardi  Absent

The motion carried; Student Trustee Dixon favored the resolution.

8/15-16  Acceptance of Retirements
Mr. Wadhwa offered:
“Be it resolved that the Board of Trustees of Community College District 35 accept the retirements of Stanley Kimura and Harold Ogg.”

Mr. Frank seconded the motion; Mr. Stafford called the roll:

Mr. Wadhwa  Aye
Ms. Salzberg   Aye
Mr. Frank  Aye
Ms. Tennes  Aye
Mr. Stafford  Aye
Ms. Harada  Aye
Dr. DiLeonardi  Absent

The motion carried; Student Trustee Dixon favored the resolution.

8/15-17  Acceptance of a Grant
Ms. Tennes offered:

"Be it resolved that the Board of Trustees of Community College District 535 accept the attached resolutions, 8/15-16a through 8/15-17d, for the following grants:

a. U.S. Department of Education TRIO Student Support Services grant, Year 1 of 5, in the amount of......................................................... $292,810
b. Illinois Community College Board Carl D. Perkins Career and Technical Education Improvement Act grant in the amount of................................................................. $274,238
c. Illinois Clean Energy Community Foundation grant in the amount of................................................................. $5,830
d. Nano-Link sub-award in the amount of...........................................                $32,931

for a total of  $605,809."

Mr. Frank seconded the motion; a voice vote was called and the motion passed unanimously.
Adjournment
Chair Harada announced that the next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be Tuesday, September 15, 2015 beginning at 7:30 p.m. at the College’s Des Plaines campus located at 1600 E. Golf Road, in room 1506.

There being no further business before the Board, Chair Harada asked for a motion to adjourn the meeting. Mr. Wadhwa made the motion, which was seconded by Mr. Frank; a voice vote was called and the meeting was adjourned at 8:45 p.m.

Pat Harada
Pat Harada, Chair

Joan DiLeonardi
Joan DiLeonardi, Acting Secretary

ec 8/2015

A video recording of the August 18, 2015 meeting was made and may be viewed by calling the Library and Instructional Media Services office at (847) 635-1640.