Minutes of Regular Board Meeting of Oakton Community College  
October 20, 2015

The regular meeting of the Board of Trustees of Community College District 535, Oakton Community College, was held on Tuesday, October 20, 2015 at the Des Plaines campus, 1600 E. Golf Road, Des Plaines, Illinois.

Closed Session
In the absence of Chair Harada, Vice Chair Tennes presided over the meetings as Acting Chair. At 6:20 p.m. Ms. Tennes made a motion to recess into Closed Session for the purpose of considering the appointment, employment, compensation, discipline, performance, dismissal of employees, pending litigation, and collective negotiating matters. Mr. Frank seconded the motion; Mr. Stafford called the roll:

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
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<tbody>
<tr>
<td>Ms. Harada</td>
<td>Absent</td>
</tr>
<tr>
<td>Ms. Tennes</td>
<td>Aye</td>
</tr>
<tr>
<td>Mr. Stafford</td>
<td>Aye</td>
</tr>
<tr>
<td>Dr. DiLeonardi</td>
<td>Aye</td>
</tr>
<tr>
<td>Mr. Frank</td>
<td>Aye</td>
</tr>
<tr>
<td>Mr. Salzberg</td>
<td>Aye</td>
</tr>
<tr>
<td>Mr. Wadhwa</td>
<td>Absent</td>
</tr>
<tr>
<td>Mr. Dixon</td>
<td>Aye</td>
</tr>
</tbody>
</table>

Also present: Dr. Joianne Smith, President; Dr. Tom 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. Bob Nowak, Vice President, Business and Finance. At 7:30 p.m., Mr. Frank made a motion to adjourn the session, seconded by Dr. DiLeonardi. A voice vote was called and the meeting was adjourned.

Call to Order and Roll Call
Acting Chair Tennes called the open session to order at 7:30 p.m. in room 1506; Mr. Stafford called the roll:

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Ms. Harada</td>
<td>Chair</td>
</tr>
<tr>
<td>Ms. Tennes</td>
<td>Aye</td>
</tr>
<tr>
<td>Mr. Stafford</td>
<td>Vice Chair</td>
</tr>
<tr>
<td>Dr. DiLeonardi</td>
<td>Secretary</td>
</tr>
<tr>
<td>Mr. Frank</td>
<td>Present</td>
</tr>
<tr>
<td>Mr. Salzberg</td>
<td>Present</td>
</tr>
<tr>
<td>Mr. Wadhwa</td>
<td>Present</td>
</tr>
<tr>
<td>Mr. Dixon</td>
<td>Present</td>
</tr>
</tbody>
</table>

Pledge of Allegiance

Approval of Minutes
Acting Chair Tennes asked for a motion for the approval of the minutes of the regular Board Meeting held on September 15, 2015 and a special meeting of the Board held on October 8, 2015. Dr. DiLeonardi made the motion which was seconded by Mr. Salzberg. A voice vote was called and the minutes were unanimously approved.

Statement by the President
President Smith welcomed everyone and asked for introductions of those present:

Kathleen DeCourcey, College Advancement and Classified Staff Union President, presented Elena Couto, Educational Foundation; Philip Cronin, Media Services; Eileen Cukierski, President’s Office; Kathi Kuhlman, Business Services; Robin Nash, Distance Learning; and Jesse Wallace, Media Services.
Katherine Schuster, Professor of Education, and Full-time Faculty Union President, presented Donna Dickson, Associate Professor, Basic Nurse Assistant Training; Tracy Fulce, Associate Professor, Management and Marketing; Paul Gulezian, Assistant Professor, Biology; Bob Gynn, Professor, Speech and Theater; Mary Kackenmaster, Professor, Nursing; Zoran Miodragovic, Professor, Chemistry; and Lori Oster, Assistant Professor, English.

Barbara Dayton, Lecturer of Sociology, and Adjunct Faculty President, introduced: David Arieti, Lecturer, Biology; Kalyani Banerjee, Lecturer, Chemistry; Linda Berendsen, Lecturer, English; Cindy Del Medico, Lecturer, Business; Lynn Dykstra, Lecturer, Nursing; and Cheryl Thayer, Lecturer, Sociology.

Administrators present included: Ann Marie Barry, Director, Student Life; Michele Brown, Director, Student Outreach; Michael Carr, Assistant Vice President, Academic Affairs; Linda Korbel, Dean, Languages, Humanities and the Arts; Roxann Marshburn, Director, Grants and Alternative Funding; Mum Martens, Chief Human Resources Officer, Bruce Oates, Director, Athletics and Registrar Services; Paul Palian, Director, College Relations; Nancy Prendergast, Assistant Vice President Academic Affairs, Dean, Skokie Campus, Interim Dean Science and Health Careers; Doreen Schwartz, Director, Business Services; Leah Swanquist, Director, Facilities; and Brad Wooten, Dean, Social Sciences and Business.

Will Dixon, Student Trustee presented: Lena Lipinski, Elizabeth Adcox Miller, and Ben Miller

Guests in attendance: Fred Lantz, Sikich LLP, Angela Krimpenfort, and Jukka Peltonen

President Smith began by wishing Trustee Joan DiLeonardi a happy birthday. President Smith congratulated Cheryl Warmann, Director of Enrollment Services, on being awarded a grant from the NASPA Foundation, to continue her research efforts that were part of her doctoral dissertation. President Smith offered condolences to Paul Palian on the loss of his father. President Smith welcomed two international visiting faculty that the College is hosting this month, Angela Krimpenfort, exchange partner of Lynn Dykstra, adjunct faculty in Nursing, and Jukka Peltonen, exchange partner of Robin Nash, Distance Education. Ms. Krimpenfort is a Professor at Koning Willem I College in Hertogenbosch, the Netherlands. She teaches nursing and has a specialization in the chronically ill. Mr. Peltonen is a Professor at the North Karelia Municipal Education and Training Consortium in Joensuu, Finland. He teaches databases, web-coding, operating systems, and coaches domestic and international advanced students.

Oakton’s Scholar Chips Fundraiser raised more than $27,000 for student scholarships at the event held at the Rivers Casino last month. More than 200 guests which included Oakton students, alumni, employees, and members of the Board. An exhibit that illustrates and celebrates feminism’s past, present, and future is on display at the Koehnline Museum of Art, ‘Feminism Across the Generations’ runs through October 23rd. This month is Diversibility Awareness Month, and the Access and Disability Resource Center and the Office of Access, Equity, and Diversity, offered several programs showcasing the programs that are accessible to our students. The ACCT Leadership Congress was held earlier in the month in San Diego. President Smith, trustees DiLeonardi and Salzberg attended. A report on that meeting will be given later in the evening. Upcoming events include on October 22nd, the annual employee recognition dinner and on October 30, the College community will gather to celebrate the inauguration of President Smith. In closing, President Smith announced that the new mascot for the Collage will be the Oakton Owl.

Next, Mr. Bob Nowak, Vice President of Business and Finance, introduced Mr. Fred Lantz, CPA, from Sikich, LLP, who discussed the results of the College’s audit as of the end of fiscal year June 30, 2015. Mr. Nowak thanked Karen Epps, Director of Budget and Accounting Services, and her staff for their work on the audit and budget. Mr. Lantz relayed that he met with the Board Finance Committee on October 8, 2015, and discussed in detail the results of that audit process. Mr. Lantz commended the College for preparing and publishing on a voluntary basis, such a complete Comprehensive Annual Financial Report (CAFR); and a clean unmodified opinion on the external financial statements from the external auditors. The CAFR goes above and beyond the minimum requirements of generally accepted accounting principles. This document provides full accountability.
back to the students, the constituency, and to the taxpayers of the district, and demonstrates to them the College’s financial position, changes in financial position, and the stewardship the College maintains over public resources. In addition, a copy of this document will be posted on the College’s website in the spirit of full transparency to provide everyone in the district the opportunity to peruse those financial statements and see for themselves how the College is doing from an overall financial position. Mr. Lantz remarked that once again, Oakton is one of only three community colleges in the State of Illinois to receive a triple A bond rating from the debt markets.

Mr. Lantz indicated that the College also received clean unmodified opinions on the overall internal control over financial reporting and spending in compliance with major programs related to overall federal programs. To receive a clean unmodified opinion with no findings or questions is really quite an accomplishment for the institution. In summary, Mr. Lantz congratulated the College for being in such good financial position during these challenging economic times, especially considering the fact that there is such uncertainty relating to the state budget. The policies and procedures from a financial standpoint have served the College very well and encourages that the College continue to maintain those polices in the future. In addition as was discussed at the Finance Committee meeting, it is recommended that the College evaluate the external financial threats to the College, specifically the state pension issue and the state retiree health insurance issue.

Chairman Stafford relayed that the Finance Committee had a very good meeting with Mr. Lantz and the auditors on October 8, 2015. The fact that the College received an unmodified clean opinion, a Triple A bond rating, and is in a solid cash position, is all wonderful news. In regards to the CAFR, these are national standards, we only have to report about one-third of the information that we put out, but we do the extra amount for transparency. Our biggest economic threat that we have as an institution is the State of Illinois. We risk losing a portion of close to six million dollars and the possible transference of our normal cost in terms of SURS, we face another six million dollars of expense. We are in a good position, but we run those risks and it is an unfortunate situation to be in. In wrapping up, we are well positioned, but there are serious issues ahead of us.

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

Comments by Acting Chair Tennes, related to the September 25th Des Plaines Chamber of Commerce Annual Legislative Breakfast. Legislators who attended went from table to table and talked to a variety of issues and concerns about the affairs of the state relative to the operations and integrity of the education product here at Oakton.

Trustee DiLeonardi noted that the Personnel Committee reviewed the two outstanding hires that are on the agenda and will be voted on later in the meeting.

Trustees DiLeonardi and Salzberg gave brief reports on the ACCT conference they attended in San Diego earlier in the month. The conference was Mr. Salzburg’s first as a trustee, and he was impressed with the coming together and sharing ideas by trustees from all over the county. Dr. DiLeonardi agreed with Mr. Salzberg and said that she always learns when talking to other trustees. Even though they come from different parts of the country, we have the same issues. Dr. DiLeonardi talked about information she received and brought back to the College on developmental math and stackable credentials starting with the GED and ESL level. Retention was also a popular topic at the conference. Dr. DiLeonardi and Mr. Salzberg said that they both learned a great deal and hoped the information they collected brings some benefit back to the College.

Student Trustee Report
Student Trustee Will Dixon reported on Rules of Engagement, a leadership event that provided an opportunity for students to explore outside their comfort zones, meet new students, and share thoughts about their leadership experience. Regarding the political gridlock of our state, ICCB-SAC and IBHE-SAC students recently gathered in Springfield urging the House and Senate to pass the higher education budget. The next issue of OCCurrence will be available on October 26, 2015.
New Business

10/15-1a Approval of Adoption of Consent Agenda
Mr. Frank offered:
“Be it resolved that the Board of Trustees of Community College District 535 approves adoption of the Consent Agenda.”

Dr. DiLeonardi seconded the motion; a voice vote was called and the motion passed unanimously.

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

10/15-2 Ratification of Payment of Bills for September 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 $5,559,225.90 or all check amounts as listed and for all purposes as appearing on a report dated September 2015.

10/15-3 Acceptance of Treasurer’s Report for September 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 September 2015.

10/15-4 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.”

10/15-5 Authorization to Transfer Working Cash Funds
NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 535, COUNTY OF COOK, STATE OF ILLINOIS, AS FOLLOWS:
SECTION 1: The Treasurer is hereby directed to transfer $14,500,000 from the Working Cash Fund to the Education Fund.
SECTION 2: After paying any tax anticipation warrants that may hereafter be issued by the Board, in anticipation of the collection of taxes levied for the Education Fund to be collected in 2015 and 2016, the Treasurer is directed to reimburse the Working Cash Fund in the amount of $14,500,000 from the taxes levied for the Education Fund for 2014 to be collected in 2015, and anticipated taxes levied for the Education Fund for 2015 to be collected in 2016.
SECTION 3: If the amounts collected for the taxes levied for the Education Fund for 2014 and 2015, to be collected in 2015 and 2016, are insufficient to reimburse the Working Cash Fund for the above specified amounts, then any deficiency between the amount transferred and the amount reimbursed shall be a general obligation of the Education Fund until repaid.

10/15-6 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 items a and b and hereby approves the expenditures in the amount not to exceed $214,612.75 for all funds listed in item a.”
a. Salary payments in the amount of $214,612.75 for part-time teaching services for the Alliance for Lifelong Learning Fall 2015.
b. Salary rescinds in the amount of $1,303.45 for part-time teaching services for the Alliance for Lifelong Learning Fall 2015.

10/15-7 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 fall semester salaries in the amount of $629,541.55, resulting in a revised total of $4,097,035.39.
2. "Be it further resolved that the Board of Trustees of Community College District 535 Approves the adjustments of overload faculty 2015 fall semester salaries in the amount of $50,841.70, resulting in a revised total of $343,859.50”.

10/15-8 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 Nursing Program
Advocate Condell Medical Center – Libertyville
King Home – Evanston

For the Physical Therapist Assistant Program
Advocate Sherman Hospital – Elgin

For the Substance Abuse Counseling Program
Leyden Family Services and Mental Health Center, Leyden Aftercare Program,
The SHARE Program – Franklin Park.”

Dr. DiLeonardi seconded the motion; Mr. Stafford called the roll:

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

The motion carried; Student Trustee Dixon favored the resolution.

Dr. DiLeonardi offered:
“Be it resolved that the Board of Trustees of Community College District 535 accepts the Fiscal Year 2015 Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2015.”

Mr. Frank seconded the motion; a voice vote was called and the motion passed unanimously

10/15-10 Approval of Estimate of Levy for 2015 and Announcement Thereof
Mr. Stafford offered:
“Be it resolved that the Board of Trustees of Community College District 535 estimates the amount of the tax levy needed for 2015 to be collected in calendar year 2016 as follows:
The sum of $40,300,000 to be levied as a tax for educational purposes;
and the sum of $8,000,000 to be levied as a tax for operations and maintenance purposes;
and the sum of $100 to be levied for tort liability, protection, and settlement purposes to include liability insurance, workers’ compensation, unemployment insurance, property insurance, and occupational diseases insurance;
and the sum of $100 to be levied for social security and Medicare insurance purposes;
and the sum of $110,000 to be levied as a special tax for financial audit purposes.”
“Be it further resolved that the Board of Trustees of Oakton Community College District 535 as part of its regularly scheduled December 15, 2015 Board of Trustees meeting, will have on its agenda the adoption of a resolution setting forth its tax levy for 2015. The above estimated
amounts for the 2015 tax levy may be changed by the Board in adopting the final 2015 levy, subject to statutory notice and publication requirements.”

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

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

The motion carried; Student Trustee Dixon favored the resolution.

10/15-11  Authorization to Approve October 2015 Purchases
Mr. Salzberg 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>
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<tr>
<th>Item</th>
<th>Page(s)</th>
<th>Description</th>
<th>Vendor</th>
<th>Amount</th>
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<tbody>
<tr>
<td>10/15-11a</td>
<td>1 &amp; 2</td>
<td>Baseball Field Dugout Replacement</td>
<td>Stuckey Construction Company</td>
<td>$ 177,200.00</td>
</tr>
<tr>
<td>10/15-11b</td>
<td>1</td>
<td>John Deere Tractor</td>
<td>Buck Brothers, Inc.</td>
<td>$ 31,817.26</td>
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<tr>
<td>10/15-11c</td>
<td>1</td>
<td>Athletic Field Sand</td>
<td>Faulks Brothers Construction</td>
<td>$ 32,925.12</td>
</tr>
<tr>
<td>10/15-11d</td>
<td>1</td>
<td>Web Responsive Design Implementation</td>
<td>Hannon Hill</td>
<td>$ 29,800.00</td>
</tr>
<tr>
<td>10/15-11e</td>
<td>1</td>
<td>New Holland Skid Steer Loader</td>
<td>Martin Implement Sales</td>
<td>$ 44,265.00</td>
</tr>
<tr>
<td>10/15-11f</td>
<td>1 &amp; 2</td>
<td>Field Study Course – Ireland</td>
<td>Four Seasons Travel University College Dublin</td>
<td>$ 22,000.00</td>
</tr>
<tr>
<td>10/15-11g</td>
<td>1 &amp; 2</td>
<td>Travel Services for Summer Study Abroad Program in India</td>
<td>English and Foreign Language University</td>
<td>$ 27,450.00</td>
</tr>
<tr>
<td>10/15-11h</td>
<td>1 &amp; 2</td>
<td>TV Studio Lighting System and Installation</td>
<td>Golden Eagle Travel</td>
<td>$ 38,000.00</td>
</tr>
<tr>
<td>10/15-11i</td>
<td>1 &amp; 2</td>
<td>Microsoft License Subscription</td>
<td>SDF Professional Computers</td>
<td>$ 54,419.00</td>
</tr>
<tr>
<td>Grand Total</td>
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Mr. Frank seconded the motion. Ms. Tennes expressed her appreciation to staff for the work they do to secure competitive proposals for the College’s purchases. I know that it is not always an easy endeavor. It is an important part of the due diligence that we owe the taxpayers.

Mr. Stafford called the roll:

Ms. Tennes  Aye
10/15-12  **Preview and Discussion of November 2015 Purchases**
The following purchases will be presented for approval at the November 17, 2015 Board of Trustees meeting: LCD Projectors, Audio System, Field Study Course-Peru, Core and Edge Network Equipment, and Annual Cisco Maintenance Contracts.

10/15-13  **Authorization to Hire an Executive Director of Development**
Dr. DiLeonardi offered:
“Be it resolved that the Board of Trustees of Community College District 535 hereby authorize the appointment of Dr. Mary Knight as Executive Director of Development, effective November 2, 2015, at an annual salary of $112,000. That salary will be prorated for the period of November 2, 2015-June 30, 2016.”

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

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

The motion carried; Student Trustee Dixon favored the resolution.

10/15-14  **Authorization to Hire a Chief of Public Safety and Emergency Management**
Mr. Stafford offered:
“Be it resolved that the Board of Trustees of Community College District 535 hereby authorize the appointment of Mr. Dale Gustafson as Chief of Public Safety and Emergency Management effective November 9, 2015, at an annual salary of $90,000. That salary will be prorated for the period of November 9, 2015-June 30, 2016.”

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

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

The motion carried; Student Trustee Dixon favored the resolution.
10/15-15  Acceptance of Grants

Mr. Dixon offered:

"Be it resolved that the Board of Trustees of Community College District 535 accept
The attached resolutions, 10/15-15a and 10/15-15b, for the following grants:

a. National Science Foundation’s “Improving Undergraduate STEM
   Education:Education and Human Resources (I-USE: EHR)”........ $4,752
b. NASPA Foundation’s Channing Briggs Small Research Grant …. $4,000

for a total of $8,752.”

Dr. DiLeonardi seconded the motion; a voice vote was called and the motion passed unanimously.

Adjournment
Acting Chair Tennes announced that the next regularly scheduled meeting of the Board of Trustees of Oakton
Community College, District 535, will be Tuesday, November 17, 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, Acting Chair Tennes asked for a motion to adjourn the meeting.
Mr. Frank made the motion, which was seconded by Mr. Salzberg; a voice vote was called and the meeting was
adjourned at 8:45 p.m.

Ann E. Tennes
Ann E. Tennes, Acting Chair

William Stafford
William Stafford, Secretary

A video recording of the October 20, 2015 meeting was made and may be viewed by calling the Library and
Instructional Media Services office at (847) 635-1640.