

**The 777th Meeting
of
The Board of Trustees
May 24, 2022**



Mission, Vision, and Values Statements

Mission

Oakton is the community's college. By providing access to quality education throughout a lifetime, we empower and transform our students in the diverse communities we serve.

Vision

Dedicated to teaching and learning, Oakton is a student-centered college known for academic rigor and high standards. Through exemplary teaching that relies on innovation and collaboration with our community partners, our students learn to think critically, solve problems, and to be ethical global citizens who shape the world. We are committed to diversity, cultural competence, and achieving the equity in student outcomes.

Values

A focus on Oakton students is at the core of each of these values.

- We exercise **responsibility** through accountability to each other, our community, and the environment.
- We embrace the **diversity** of the Oakton community and honor it as one of our college's primary strengths.
- We advance **equity** by acknowledging the effects of systemic social injustices and intentionally designing the Oakton experience to foster success for all students.
- We uphold **integrity** through a commitment to trust, transparency, and honesty by all members of the Oakton community.
- We cultivate **compassion** within a caring community that appreciates that personal fulfillment and well-being are central to our mission.
- We foster **collaboration** within the college and the larger community and recognize our interdependence and ability to achieve more together.

Approved by the Board of Trustees, March 21, 2017



1600 East Golf Road
Des Plaines, Illinois 60016

Closed Session
5 p.m.
Room 1275

AGENDA

1. Call to Order and Roll Call
2. Consideration of a motion to close the meeting to the public for the purpose of the following:
 - Review closed session minutes of April 26, 2022
 - Consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; collective negotiating matters; and litigation
3. Consideration of a motion for adjournment
4. Adjournment

Open Session
6 p.m.
Room 1506

Individuals who wish to address the Board of Trustees during the Public Participation portion of the meeting should send an email to bsparks@oakton.edu including their name, town/affiliation, and the item they wish to address to the Board, no later than 6 p.m. on May 24, 2022.

Citizens and employees may attend the meeting remotely via Zoom conferencing (all meeting content and public comments will be recorded):

To join via tablet or computer: <https://oakton.zoom.us/j/99678567734>

To join via telephone: 312-626-6799

Meeting ID: 996 7856 7734

AGENDA

- R Call to Order and Roll Call
 - Pledge of Allegiance
- V Approval of minutes of the April 26, 2022 meeting of the Board of Trustees
 - Statement by the President
 - Educational Foundation Liaison Report
 - ICCTA Liaison Report
 - College Brand Refresh Team Report
 - Student Trustee Report
 - Student Spotlight
 - Comments by the Chair
 - Trustee Comments
 - Report: FY2023 Budget
 - Public Participation

NEW BUSINESS

CONSENT AGENDA

- V 5/22-1
 - a. Approval of Adoption of Consent Agenda
- R
 - b. Approval of Consent Agenda Items 5/22-2 through 5/22-9
- 5/22-2 Ratification of Payment of Bills for April 2022
- 5/22-3 Acceptance of Treasurer's Report for April 2022
- 5/21-4 Compliance with Open Meetings Act, Closed Session Minutes
- 5/21-5 Action on Recordings of Closed Session Minutes
- 5/22-6 Ratification of Actions of the Alliance for Lifelong Learning Executive Board
- 5/22-7 Ratification of Actions of the Alliance for Lifelong Learning Governing Board
- 5/22-8 Supplemental Authorization to Pay Professional Personnel – Spring 2022
- 5/22-9 Acceptance of Clinical Practice Agreements

OTHER ITEMS

- R 5/22-10 Authorization to Schedule a Budget Hearing and Publish a Notice Placing Fiscal Year 2023 Budget on Public Display
- R 5/22-11 Authorization to Approve May Purchases:
 - a. VMWare Upgrade Maintenance Support – One-Year Renewal
 - b. Advertising Agency Services – One-Year Contract
- 5/22-12 Preview and Initial Discussion of Upcoming Purchases
- R 5/22-13 Authorization to Approve Tentative Collective Bargaining Agreement between the Oakton Community College Board of Trustees and the Oakton Community College Adjunct Faculty Association (OCC-AFA)
- R 5/22-14 Authorization to Appoint Interim Director of Admission and Enrollment
- R 5/22-15 Authorization to Hire Assistant Director of Enrollment for Equity Outreach
- R 5/22-16 Authorization to Hire Full-Time, Tenure-Track Faculty Members
- V 5/22-17 Acceptance of Administrator Retirements
- V 5/22-18 Acceptance of a Faculty Retirement
- R 5/22-19 Approval of New Unit of Instruction
- R 5/22-20 Preview of New Unit of Instruction
- V 5/22-21 Acceptance of the Illinois Community College Board, Employment Connection Project (ECP) Grant

ADJOURNMENT



Minutes of the April 26, 2022 Regular Meeting of the Board of Trustees of Community College District 535

The 776th meeting of the Board of Trustees of Community College District 535 was conducted on April 26, 2022 at Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

At 5:28 p.m. in room 1275, Chair Martha Burns called the meeting to order.

Trustee Kotowski called the roll:

Ms. Martha Burns	Chair	Present
Ms. Marie Lynn Toussaint	Vice Chair	Present
Mr. Paul Kotowski	Secretary	Present
Dr. Gail Bush		Present
Mr. William Stafford		Present
Mr. Benjamin Salzberg		Present
Dr. Wendy Yanow		Present
Mr. Akash Patel	Student Trustee	Present

Chair Burns asked for a motion to go into closed session under the exceptions to the Illinois Open Meetings Act, with the purpose of considering the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; collective negotiating matters; and litigation.

Student Trustee Patel made the motion, seconded by Trustee Salzberg.

Trustee Kotowski called the roll:

Ms. Burns	Aye
Dr. Bush	Aye
Mr. Kotowski	Aye
Mr. Salzberg	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye
Mr. Patel	Aye

Also present in room 1275 were Dr. Joianne Smith, President; Dr. Colette Hands, CHRO; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; Dr. Karl Brooks, Vice President for Student Affairs; and Mr. Edwin Chandrasekar, Vice President for Administrative Affairs.

At 6:05 p.m., Chair Burns asked for a motion to adjourn the closed session meeting. Student Trustee Patel made the motion, which was seconded by Trustee Salzberg. A voice vote was called and the closed session was adjourned.

Open Session – Call to Order and Roll Call

Chair Burns called the regular meeting of the Board of Trustees to order at 6:18 p.m. in room 1506.

Trustee Kotowski called the roll:

Ms. Burns	Chair	Present
Ms. Toussaint	Vice Chair	Present
Mr. Kotowski	Secretary	Present
Dr. Bush		Present
Mr. Salzberg		Present
Mr. Stafford		Present
Dr. Yanow		Present
Mr. Patel	Student Trustee	Present

Also present in room 1506 were Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President for Student Affairs; Mr. Edwin Chandrasekar, Vice President for Administrative Affairs; Dr. Colette Hands, CHRO; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; and Ms. Beatriz Sparks, Special Assistant to the Board of Trustees.

Others present:

Union Leaders: Heather Jakob-Short (Classified Staff), and Cheryl Thayer (Adjunct Faculty).
Administrators: Juletta Patrick, Katherine Sawyer, May Alimboyoguen, and Bob Sompolski.
Full-Time Faculty: Margaret Gas, Katherine Schuster, and Jhosa Pagulayan.
Adjunct Faculty: David Nadolski, and Toni Surdo.
Staff: Christine Paciero, Stephen Butera, Philip Cronin, and Vinita Shah.
Students: Amon Holmes, Bushra Khan, Luis Toro, Nancy Claar, and Yvonne Lucas.

Pledge of Allegiance – Chair Burns asked Trustee Stafford to lead the pledge.

Approval of Minutes

Chair Burns asked for a motion for the approval of the minutes of the March 15, 2022 meeting of the Board of Trustees. Student Trustee Patel made the motion which was seconded by Trustee Salzberg. A voice vote was called and the minutes were unanimously approved.

Statement by the President

Condolences:

- To Peggy Swedroe, STEM and Health Careers Senior Department Assistant, on the passing of her husband Ken on March 24.

Congratulations:

- To Julie Sumner-Garibaldi, Executive Assistant to the Vice President for Student Affairs, on the birth of her grandson Nathan on April 14.
- PTA student Alejandro Fernandez was awarded an IPTF Diversity, Equity and Inclusion (DEI) Scholarship by the Illinois Physical Therapy Association. This scholarship is offered to physical therapy and physical therapist assistant students who are in the last year of their program and are current members of IPTA.
- The 2022 Oakton Student Employee of the Year is Aashi Prajapati, from the Office of Student Life and Campus Inclusion. The Career and Transfer Center received a total of 7 nominations. Aashi also received special recognition from the Midwest Association of Student Employment Administrators (MASEA) for her accomplishments and nomination.
- This year's ICCJA conference which was held April 8. Oakton placed in 3rd place in Mike Foster General Excellence for Division 1. Josselyn Cruz earned an honorable mention for Editorial Writer of the year. Eric McGowan earned an honorable mention for his Arts review. The awards are for work published Jan. 1 2021 - Dec. 31, 2021.
- Oakton students participated in the Illinois State Championship in Competitive Speech. Bushra Khan got 2nd place in the state of Illinois for the 2021-22 Competitive year in Poetry, and Amon Holmes was crowned Tournament Champion, receiving 1st place in the State of Illinois in Poetry for the 2021-22.
- Bushra Khan won the gold medal in poetry during the prestigious Phi Rho Pi community college speaking competition. Her program was on being a Muslim and how difficult it feels to be a Muslim in America. She speaks of her hijab and the double standards that exist in today's American.
- Oakton's PTK won the Distinguished Honors in Action Project - 1 of 50 honorees. Honors in Action (HIA) combines academic research, problem solving, and action-oriented service to address real-world challenges in our communities. Students gain job-related experience while creating lasting impacts in their communities as they engage in HIA. Our PTK chapter was also named one of the Top 100 chapters out of 1300 internationally.
- Congratulations and welcome to all of the newly elected incoming student government students, president Luis Toro and re-elected student trustee, Akash Patel, and many thanks to our outgoing

student leaders for their dedication. Many thanks and much gratitude to the outgoing student leadership for their service to the College.

- Congratulations to Professor of English, Tina Fakhrid-Deen, whose play “Pulled Punches” opened on April 15 at the Greenhouse Theater and runs until May 30
- Congratulations to Adjunct Faculty member, Michael Glover Smith on the premiere of his film, “Relative,” at the Gasparilla Film Festival in Florida. We have some really talented faculty!

Recognitions:

- I want to recognize and thank Akash Patel for serving as our student trustee this year. Akash, we have a recognition certificate for you.
- Chair Burns, thank you for your leadership this year, serving as the Chair of the Board. You brought new ideas and energy, like beginning our meetings with music. You also challenged me and helped me to grow in my role as the president. Thank you!

Happenings:

- April is Asian American Pacific Islander Heritage Month and there have been many speakers and events culminating with the first AAPI Cultural Graduation Celebration tomorrow night at 6 p.m.
- Last week we gathered in person for the first time in three years for the Student Leadership Celebration on April 21 at the Chateau Ritz. There was so much positive energy in the room. Special thanks for Trustee Bush for joining us and presenting the awards to the Board of Trustee Award winners.
- Oakton’s Six Piano Ensemble returned for live concerts on April 23 and 24
- BLACK Student Success end of year celebration on April 28 at 5 p.m. and the ANDALE end of year celebration will be on May 6.
- PTK Induction Ceremony on May 3 at 6 p.m.
- Sophomore and Student Athlete Transfer Night will also take place on May 6 from 3 to 5 p.m. at the Baseball field.
- We hosted Oakton’s first commencement at Stateville Correctional Facility awarding 19 Associate degrees to students who are a part of the Northwester Prison Education Program. It was one of the most meaningful commencement ceremonies that I have been privileged to be a part of.
- We will host our first in-person Commencement on May 16 at 7 p.m. in the Rosemont Theater. We all look forward to celebrating the accomplishments of our 2022 graduates.

Educational Foundation Liaison Report – Trustee Stafford

The Educational Foundation has raised over \$940,000 in private support since July 1, accounting for 82% of their goal fiscal-year-to-date. Recent gifts of note include:

- A \$20,000 grant from the New Trier Township to launch the *New Trier Township Scholarship* supporting residents who have a 2.75 GPA or higher and financial need. This is the Township’s first gift to Oakton. Our thanks to Oakton Trustee Gail Bush for introducing the Foundation to Township Supervisor Gail Eisenberg last year.
- A \$7,500 gift from Jan Footlik to support three separate scholarships in her family’s name.
- A \$4,000 gift from the Chicago North MSBL Organization to renew their support for the *Buck and Ora O’Neil Scholarship*.
- \$1,500 gift from Sunil and Maria Chopra to renew their annual support of the *Oakton Annual Fund*.

The Foundation recruited more than 70 scholarship readers to volunteer time to read the applications and essays submitted by more than 1,000 students this year. Scholarship applications and awards rose 35% in 2022, and are on track to match this growth rate as we move into the 2022-2023 academic year.

The Foundation Board hosted a celebration on April 6 to thank the 82 employees who made donations during the annual employee giving campaign this academic year. Contributions by employees total more than \$30,000 and support funds such as the Student Success Fund, Employee Emergency Fund 35, and the Annual Fund, providing resources student scholarships and grant funding for innovative programs that enrich the educational experience at Oakton.

The Foundation received 18 grant applications from faculty and staff as part of their annual Excellence and Innovation Grants Program. The Board will interview 12 of the applicants on Thursday and Friday this week. Grant awards will be announced in June. The Board's annual meeting will take place on June 1.

ICCTA Liaison Report – No report. Trustee Bush will be attending a meeting in Springfield next week.

Master Plan Steering Committee Report – No report after last week's Committee of the Whole update.

College Brand Refresh Team Report – Trustee Kotowski

Since the last Board report on the Brand Refresh Committee:

- Oakton's rebranding consultants have conducted in-person and virtual interviews with more than 20 students, faculty, and staff members to gain insight into what makes Oakton College special in order to shape the foundational elements of our brand moving forward.
- With the assistance of the Office of Institutional Research and Planning, the College has also surveyed another 15,900 alumni and 365 donors to gain their input.
- The consultants will meet with the Brand Refresh Leadership Team on Friday, May 6 to share these findings and the resulting brand promise, pillars, messaging and personality on which Oakton College's new identity will be built.

Student Trustee Report

The graduation ceremony for AAPI students will be held on April 26 at the Des Plaines campus. The BLACK Student Success Program, the Office of Student Life, COMPASS, the Campus Activities Board and the CCID will host a night market event at the Skokie campus. ANDALE is holding an annual banquet on May 6 at the Skokie campus.

On March 28, Student Trustee Patel attended an ICCB meeting where they had an informational session with Abel Montoya, Director of Outreach Operations at Illinois Student Assistance Commission, where he provided an overview on the programs, scholarships and financial aid opportunities for college students. On March 19, there was a regular business meeting where Illinois student trustees approved a set of three topics to advocate to the Illinois General Assembly in the next three years as part of their strategic plan: mental health, college affordability, and support for diverse student populations. The Illinois Community College Board is looking for a new student board member for the 2022-2023 academic year. Community college SGAs from across the state had an opportunity to submit nominations, and there were three nominations. A decision will be made at the next meeting.

SGA elections ran March 21 through April 1. 1.5% of students voted. Remaining SGA positions will be filled via appointment. Mr. Patel was reelected as the student trustee and will continue his role during the 2022-2023 academic year.

Student Spotlight

Lea Brexel Limon is the 2022 Commencement Speaker. She has made a tremendous impact on the Oakton Community College student body. She began her education in the Philippines, and moved to the United States during her junior year in high school. She attended Evanston Township High School and graduated with the highest distinction. She decided to attend Oakton because of location and financial options. While her initial interest was in nursing, she ended up pursuing a career in accounting.

As an Oakton student, Brexel excels in both academic and co-curricular activities. Brexel has served as president of the Filipino American Youth Organization (PAYO), president of the Campus Activities Board (CAB), in Phi Theta Kappa Honor Society, and as a student representative for the Student Success Team. She is also the recipient of numerous awards and scholarships including the President's Scholarship, the Oakton Foundation High School Scholarship and the Phi Theta Kappa Scholarship. When asked about her experiences as a student at Oakton, Brexel said, "The community that Oakton has provided me has been beneficial for my personal and social growth and I learned so many things from my experiences that I can use to achieve my goals."

Upon graduating from Oakton, Breceel plans to attend a four-year university to pursue a career in accounting. She also aspires to create her own foundation in the Philippines to help children pursue higher education.

After the Student Spotlight, Chair Burns indicated that she wanted to share a few words before turning over her leadership role. Looking over the past year under her leadership, the Board has discussed equity, marketing, purchasing, procurement, disability, Oakton's name change, China, and the Black male initiative among other important topics. Ms. Burns said that each trustee brought something to the table, and she feels good about the fact that these issues were brought up, and recognizes some discussions were not easy. She said that this was a challenging but rewarding experience, and that she appreciates the opportunity to be challenged. As the Board moves forward, she will continue to show her leadership.

4/22-1 Recommendation for Seating of Student Member of the Board of Trustees

Trustee Burns offered:

SECTION 1: An election for the Student Member of the Board of Trustees was held March 21-29, 2022. The election was conducted in all respects as provided by law and according to Policy 1005. The election was conducted online, using the Simply Voting software purchased by the Student Government Association. Currently enrolled students were provided a ballot via email and Simply Voting provided a secure method to permit students to vote from their computer or mobile device; 153 students cast ballots in the election.

The returns of the election have been duly canvassed by the Judges of Election. The student meets all qualifications for Trustees as specified in Policy 1004.

SECTION 2: The Board of Trustees declares that Akash Patel who ran uncontested and received 112 votes (85.5% of all votes cast) for the office of Student Member of the Board of Trustees, was selected to serve as the Student Trustee with a term commencing on April 26, 2022 and concluding at the Board of Trustees meeting in April 2023.

SECTION 3: This resolution shall be effective from and after its passage as provided by law."

Trustee Kotowski seconded the motion. A voice vote was called and passed unanimously.

Call to Order and Roll Call with New Student Member

Trustee Kotowski called the roll:

Ms. Burns	Chair	Present
Ms. Toussaint	Vice Chair	Present
Mr. Kotowski	Secretary	Present
Dr. Bush		Present
Mr. Salzberg		Present
Mr. Stafford		Present
Dr. Yanow		Present
Mr. Patel	Student Trustee	Present

4/22-2 Resolution Organizing the Board of Trustees for the Term Commencing April 26, 2022

Trustee Kotowski offered:

"WHEREAS, pursuant to College policy and in accordance with the Illinois Public Community College Act, as amended (110 ILCS 805/3-8), the Board of Trustees of

Community College District No. 535 elects its officers, comprised of a Chair, Vice Chair, and Secretary, from its membership and appoints a Treasurer, not a member of the Board, at its annual organizational meeting held in April.”

Chair Burns asked for nominations for the office of Chair of the Board. Trustee Toussaint nominated Trustee Paul Kotowski; Trustee Salzberg seconded the nomination. Chair Burns asked for a roll call to vote in favor of accepting the nomination of Mr. Paul Kotowski as the Chair of the Board. Trustee Kotowski made the roll call, which passed unanimously.

Trustee Burns asked for nominations for the office of Vice Chair of the Board. Trustee Stafford nominated Trustee Wendy Yanow; Trustee Bush seconded the nomination. Trustee Burns asked for a roll call to vote in favor of accepting the nomination of Dr. Wendy Yanow as the Vice Chair of the Board. Trustee Kotowski made the roll call, which passed unanimously.

Trustee Burns asked for nominations for the office of Secretary of the Board. Trustee Salzberg nominated Trustee Gail Bush; Trustee Stafford seconded the nomination. Trustee Burns asked for a roll call to vote in favor of accepting the nomination of Dr. Gail Bush as Secretary of the Board. Trustee Kotowski called the roll, which passed unanimously.

Trustee Burns continued:

“NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535, COUNTY OF COOK AND STATE OF ILLINOIS THAT:

1. The Board is hereby organized for the term commencing April 26, 2022.
2. Dates for the regular meetings of the Board for the calendar year 2023 shall be fixed as follows:

January 17, February 21, March 21, April 25, May 23, June 27, August 15, September 19, October 17, November 14, and December 12

Beginning at 6:00 p.m. in the Board room, 1506, at Oakton Community College, 1600 E. Golf Road, Des Plaines, Illinois unless otherwise indicated. Time and location of all meetings, as well as meeting agendas, will be posted 48 hours in advance as required by law.

3. All Board rules, policies, and procedures in effect during the previous year shall remain in effect.
4. Edwin Chandrasekar is hereby appointed Treasurer to serve at the pleasure of the Board for no additional compensation, provided that before entering upon his duties, the Treasurer shall execute and deliver to the Board a bond, as required by the Illinois Public Community College Act.”

Student Trustee Patel seconded the motion. Trustee Kotowski called the roll:

Ms. Burns	Aye
Dr. Bush	Aye
Mr. Kotowski	Aye
Mr. Salzberg	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion passed. Student Trustee Patel favored the resolution.

Trustee Burns asked for a motion for a brief adjournment sine die with the purpose of organizing the new officers at the dais. Student Trustee Patel made the motion, Trustee Salzberg seconded the motion. A voice vote was called and the motion passed unanimously.

Newly seated Chair Kotowski asked for a roll call with the newly organized members of the Board now seated. Trustee Bush called the roll:

Mr. Kotowski	Chair	Present
Dr. Yanow	Vice Chair	Present
Dr. Bush	Secretary	Present
Ms. Burns		Present
Mr. Salzberg		Present
Mr. Stafford		Present
Ms. Toussaint		Present
Mr. Patel	Student Trustee	Present

Comments by the Chair – Chair Kotowski invited other trustees to make their comments.

Trustee Comments

Trustee Stafford shared that he and Trustee Salzberg met to discuss and review the Board Policies document. Trustee Stafford will coordinate with Chair Kotowski to do a brief presentation to the Board in May or June. Information will be included in a packet.

Trustee Bush shared that she attended the Student Leadership Celebration on April 21, and she commended the Student Life and Campus Inclusion staff who put together the event to honor students and club advisors. Trustee Bush thanked Dr. Karl Brooks, Dr. Rick Daniels, Ms. Krissie Harris, Ms. Princess Escudero, Ms. Danielle Terry and Ms. Gabrielle O'Connor for their work. Trustee Bush also made a brief comment about the Six Piano Ensemble concert. She described Professor Glenna Sprague's work as an event to honor Oakton.

Trustee Burns acknowledged Dr. Ileo Lott, Dr. Karl Brooks, Dr. Rick Daniels, and Dr. Ruben Howard and thanked them for the work that has been done to support black males. Trustee Burns also indicated she was greatly impressed with the academic achievements of the students from the Northwestern Prison Education Program. In her remarks, she said that she requested a copy of the budget allocated for the Emory Williams Academy for Black Men, and she had a question related to direct student services like childcare, transportation, tutoring, and housing, and would like to have a discussion. President Smith shared that the Student Care Coordinator will be meeting with students to connect them with resources administered through the Office of Student Affairs (like the Student Success Fund that provides financial support), and the Educational Foundation. Trustee Burns indicated she would like to understand the process for responding to student needs. Dr. Lott shared that the new care coordinator is part of the new fiscal year budget (through a grant from the Evanston Community Foundation), and his/her job will be to specifically assist students in the academy cohort.

Student Trustee Patel thanked the Office of Student Life and Campus Inclusion and Dr. Karl Brooks for their role in the Student Leadership Celebration.

Report: BNAT and Nursing Oakton Experience

Presenters: May Alimboyoguen (Assistant Dean of Health Careers), Margaret Gas (Chair and Professor, Nursing), and Jhosa Pagulayan (Chair and Professor, Basic Nursing Assistant Program). Student testimonials: Nancy Claar (Basic Nursing Assistant Training), and Yvonne Lucas (Nursing).

The Basic Nursing Assistant Training certificate program is 8-credit hours (1 term), and students receive a CAN credential. The Nursing AAS degree is 67.5-credit hours (4 terms), and students receive a Registered Nurse credential. Although the BNAT credit courses do not directly stack into the Nursing courses, the CNA credential is a requirement for Admission into the nursing program.

BNAT/Nursing Oakton Experience:

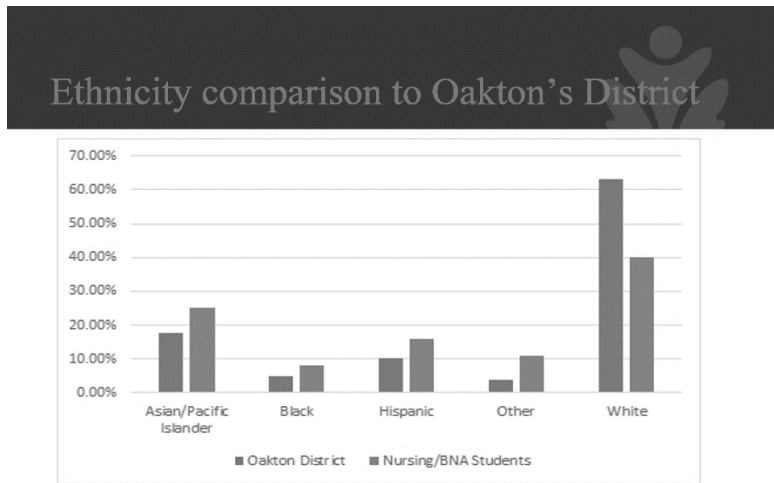
Enter College Successfully: Career exploration support for students who are undecided about a health career choice, BNAT dual credit program offered to high school students from Maine Township and Niles Township, and marketing for Health Careers and Nursing, and work with College Relations to communicate programs of study in Health Careers and Nursing to the community.

Navigate College: Limited enrollment health career programs have admission requirements. Students receive support from advising specialists, health career advisors, and student services staff (testing center, admissions, enrollment, and financial aid).

Grow Academically and Socially: Students receive assistance for their academic, social, emotional, personal and health needs through cohort models (beginning to end), support services like ADRC, Counseling and tutoring, and student success programs like ANDALE, AANAPI, BLACK Student Success, COMPASS, etc. Virtual Hospital Simulation and Clinical experiences are embedded in the curriculum. Health Services works directly with every health career student for health clearances required by clinical partners.

Transition to Desired Next Step: Oakton partners with universities for BSN completion/transfer (Benedictine University, Illinois State University, Dominican University, Northern Illinois University, North Park University, Purdue University Northwest, University of Illinois at Chicago and the RN to BSN at Ohio State University, and employment through initiatives like BNAT Career Days and Nursing Senior Day.

Oakton’s Nursing department surveys their students inquiring specifically about employment as a RN 6 months post-graduation. Response rates average 72%. From Spring 2020, Fall 2020, Spring 2021, employment has averaged 88% of graduates who responded to the survey are employed as a RN. (December 2021 graduates will be surveyed in June 2022). For Spring 2020-2021 for BNA, of the students who responded, 74% are employed as a CNA; 13% do not work as a CNA because they are continuing their education into Nursing or another program.



*Oakton District Data is taken from Environmental Scan 2021.
Nursing and BNAT Student data is taken from student enrollments FY 2018- FY 2020.*

Combined Data for Nursing and BNA students: Asian/PI 25%, Black 8%, Hispanic 16%, Other 11%, and White 40%. Oakton Student Demographic data from “2016 Demographic and Enrollment data”: Asian/PI: 19%, Black 6%, Hispanic 17%, White 50%.

All BNA and NUR course success rates were reviewed for the last 3 academic years. Success rate is defined as the % of enrolled students who received a successful grade. It is calculated by dividing the number of passing students by the total number of enrolled students as of census.

Data was disaggregated by ethnicity. Over 20 courses were reviewed. 2 courses (BNA 105 and NUR 104) were further analyzed because the disaggregated data revealed varied lower success rates for certain ethnicities compared to their peers. In 2019-2020, Black students and Other (choose not to respond, multiple races) had an 88% success rate, compared to peers at (97% API, White) and 100% (Hispanic). Overall, pass rates are above 80%. In 2020-2021, most success rates were lower compared to previous years within the same category.

Data for NUR 104 over a 3-year period: In 2018/2019 Black student success rate was 33%, and Asian was 75%. Additionally, in 2020-2021, success rates declined compared to previous years within the same category for Asian/PI, Black, Hispanic, and Other.

80% students identify as Female, 19% Male and remaining less than 1% identify as neither (2020 National Nursing Workforce Survey by the National Boards State of Nursing- Males 9.4% of RN workforce), up 0.4% since 2017. Overall (combined male/female) average course success rate has been consistently at or above 90%. In 2020-21, the female student success rate was at 89% compared to Male success rate at 93%. In the first two years, overall average course success rate for all has been 85% or higher. In 2020-2021, both male and female success rates dropped to 74% female and 57% male. Conclusions/assumptions are in 2020/2021 the pandemic negatively impacted student success rates for all students.

Next steps: Continue to collaborate with College Relations on recruiting underrepresented populations into all of our Health Career programs. Developing pre-health careers pathway. The Nursing department is preparing for the changes that are occurring within the NCLEX exam. Expand Dual credit in BNA to ETHS. ASPIRE Workforce Development Program with Evanston partners including NorthShore, ETHS, City of Evanston, and the Evanston Work Ethic Program to develop a workforce pipeline to invest in students and young adults within the community and provide them with opportunities to explore careers in healthcare.

Public Participation – None

NEW BUSINESS

Esports Discussion

Trustee Bush asked for a few minutes to talk to the Board and the Oakton community regarding the Esports (video game competition). After discussing the possibility of implementing the program at Oakton, President Smith brought it forward to the Athletics department, and Sr. Manager of Athletics, Christine Paciero wrote a memo to the Board. Trustee Bush wanted to talk about Esports as the program expanded through the COVID-19 pandemic; the NJCAA added it in 2019, and numerous colleges in Illinois and across the country are now participating in Esports. In many institutions, Esports is part of a club/collegiate organization and it doesn't sit directly in the athletic departments. Trustee Bush wants the College community to think broadly, creatively and collaboratively about how Oakton can envision Esports. There are 186 collegiate programs and \$16M in scholarships starting at high school level (at least two high schools in District 535—Maine West and ETHS, participate in Esports competitions).

The program exists at IIT, Illinois Wesleyan, University of Illinois, Illinois State University, Illinois College, Carl Sandburg College, Highland Community College, Nazarene University, Robert Morris University, and Northern Illinois University. Harper College recently created a collaborative way to participate in Esports through the Health and Recreation Center, the Athletics department, Student Wellness, and the Dean of Students; they built an e-gaming room. Across the country, Boise State and Utah State have developed facilities and acquired technology for Esports. Some campuses offer BYOD (Bring Your Own Device) options.

Oakton recently sent information to 8 to 12-year-olds who live in the district regarding a STEAM program over the summer that includes gaming and Esports. McHenry County College has a certificate in gaming development, and their gaming club is connected to the program. The average cost for creating a gaming room at a college campus is \$3,000, which Trustee Bush believes is possible through the facilities master plan, and Esports does not have to be tied to a specific department at Oakton. Trustee Bush added that Esports (gaming) is gender-neutral, and the National Association of Collegiate Esports (NACE) documents that 45% of gamers are women. This would add to Oakton's recent efforts to improve women's athletics.

Trustee Bush would like Oakton to get ahead and develop an Esports program as part of its student wellness initiative. Chair Kotowski added that Oakton is an innovative institution, and he agrees that this is something the College should take a close look at. Student Trustee Patel indicated he would support this idea.

4/22-3a Approval of Consent Agenda

Trustee Salzberg offered: "Be it resolved that the Board of Trustees of Community College District 535 approves adoption of the Consent Agenda."

Student Trustee Patel seconded the motion. A voice vote was called and the motion passed unanimously.

4/22-3b Approval of Consent Agenda Items 4/22-4 through 4/22-10

Trustee Stafford offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the following items 4/22-4 through 4/22-10 as listed in the Consent Agenda."

4/22-4 Ratification of Payment of Bills for March 2022

"Be it resolved that the Board of Trustees of Community College District 535 hereby ratifies expenditures and release of checks by the Treasurer of Community College District 535 in the amount of \$6,299,478.53 for all check amounts as listed and for all purposes as appearing on a report dated March 2022."

4/22-5 Acceptance of Treasurer's Report for March 2022

"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 March 2022."

4/22-6 Acceptance of Quarterly Report on Investments

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

4/22-7 Ratification of Actions of the Alliance for Lifelong Learning Executive Board

"Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a to g as stipulated above, and hereby approves the expenditures in the amount not to exceed \$57,744.50 for all funds listed in item a."

4/22-8 Supplemental Authorization to Pay Professional Personnel – Spring 2022

"Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$202,516.06 to the total amount of part-time teaching salaries paid during the spring semester, 2022; the revised, total payment amount is \$3,459,825.21."

"Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$54,100.40 to the total amount of faculty overload salaries paid during the spring semester, 2022; the revised, total payment amount is \$599,192.54."

4/22-9 Acceptance of Clinical Practice Agreements

"Be it resolved that the Board of Trustees of Community College District 535 approves cooperative agreement for the Physical Therapy Assistant Program."

4/22-10 Approval of Intergovernmental Agreement with High School District Partner

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of an Intergovernmental Agreement for Longitudinal Data-Sharing and Analysis between Oakton Community College and Glenbrook High School District 225."

Student Trustee Patel seconded the motion. Trustee Bush called the roll:

Ms. Burns Aye
 Dr. Bush Aye
 Mr. Kotowski Aye
 Mr. Salzberg Aye
 Mr. Stafford Aye
 Ms. Toussaint Aye
 Dr. Yanow Aye

The motion carried. Student Trustee Patel favored the resolution.

4/22-11 Authorization to Approve April Purchases

Trustee Kotowski 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:

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor/Location</u>	<u>Amount</u>
4/22-11a	1	Multi-Factor Authentication Security Software – One-Year Renewal	Duo Security Ann Arbor, MI	\$39,000.00
4/22-11b	1	Replacement Desktop and Laptop Computers	CDW-G, LLC. Vernon Hills, IL	\$664,992.10
4/22-11c	1-2	Certified Athletic Trainer Services – Three-Year Contract	Rush Physical Therapy Chicago, IL	\$115,570.00
4/22-11d	1-2	Ratification for Additional Certified Truck Driving Course Training Expenses	Viking Driving School Park Ridge, IL	\$136,800.00
4/22-11e	1-2	Certified Truck Driving Training Course Provider – One-Year Contract	Viking Driving School Park Ridge, IL	\$460,000.00
4/22-11f	1	Palo Alto Networks Firewall Updates, Support and Subscription – Three-Year Contract	SpeedLink Solutions Bradenton, FL	\$176,068.00

GRAND TOTAL: \$1,592,430.10.”

Student Trustee Patel seconded the motion.

Chair Kotowski indicated he was pleased to see a significant amount of purchases from District 535 partners. Trustee Bush requested clarification on firewall vendor connection to Palo Alto Networks. Mr. Prashant Shinde indicated that the College is required to go through a reseller. Speedlink is the one of the biggest resellers in the area, and most colleges purchase Palo Alto Network products through Speedlink.

Trustee Bush called the roll:

Ms. Burns Aye
 Dr. Bush Aye
 Mr. Kotowski Aye
 Mr. Salzberg Aye
 Mr. Stafford Aye
 Ms. Toussaint Aye
 Dr. Yanow Aye

The motion carried. Student Trustee Patel favored the resolution.

4/22-12 Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting:

- a) Advertising Agency Services – One-Year Contract
- b) Waste Removal, Recycling Services, and Organics Collection – Four-Year Renewal
- c) VMware Software Maintenance Support Renewal and Enterprise Plus Upgrade

4/22-13 Authorization to Approve the Tentative Collective Bargaining Agreement between the Oakton Community College Board of Trustees and the Oakton Community College Classified Staff Association (OCC-CSA)

Trustee Yanow offered: “Be it resolved that the Board of Trustees of Community College District 535 approve the tentative agreement with the Oakton Community College Classified Staff Association, effective for the period from January 1, 2021 through December 31, 2025.”

Student Trustee Patel seconded the motion. Trustee Bush called the roll:

Ms. Burns	Aye
Dr. Bush	Aye
Mr. Kotowski	Aye
Mr. Salzberg	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Patel favored the resolution.

4/22-14 Approval of Settlement Agreement Between Oakton Community College and Various Parties Related to The Margaret Burke Lee Science and Health Careers Center

Trustee Toussaint offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the settlement agreement between the College and various parties Related to the [Margaret Burke Lee] Science and Health Careers Center, and authorizes the College Attorney to execute the Settlement Agreement.”

Student Trustee Patel seconded the motion. Trustee Bush called the roll.

Ms. Burns	Aye
Dr. Bush	Aye
Mr. Kotowski	Aye
Mr. Salzberg	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Patel favored the resolution.

4/22-15 Authorization to Hire Full-Time, Tenure-Track Faculty Members

Trustee Salzberg offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the attached resolutions for Dr. Charles Brown and Dr. Maryantoinette “Toni” Surdo for the full-time, tenure-track faculty hires for the 2022-2023 academic year, beginning in August 2022. They will receive the salary associated with the lane and step described as follows:

<u>Name</u>	<u>Academic Rank/Assignment</u>	<u>Lane-Step, Base Salary</u>
Dr. Charles Brown	Associate Professor, Psychology	E-3 \$67,998
Dr. Toni Surdo	Associate Professor, Psychology	E-3 \$67,998.”

Trustee Kotowski seconded the motion. Trustee Bush called the roll.

Ms. Burns	Aye
Dr. Bush	Aye
Mr. Kotowski	Aye
Mr. Salzberg	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Patel favored the resolution.

4/22-16 Preview of New Unit of Instruction

The Patient Care Technician (PCT) Certificate program is intended for individuals who are either seeking entry level employment in health careers, who have a certificate already embedded within the PCT Certificate and want to broaden their skill base, or for those who are determining if health careers is a possible career. Completers of the PCT Certificate will be eligible for entry level positions in a wide range of settings that require hands-on patient care. This includes, but is not limited to, hospitals, rehabilitation clinics, skilled nursing facilities, home care agencies, and dialysis clinics. Because PCTs are skilled in phlebotomy, ECG, and as certified nursing assistants, they are prepared to explore other health careers for advancement including medical assistant, phlebotomist, nursing, and medical laboratory technician.

4/22-17 Acceptance of U.S. Department of Homeland Security Federal Emergency Management Agency Grant

Trustee Burns offered: “Be it resolved that the Board of Trustees of Community College District 535 accepts the amount of \$27,804.80 for Project #667896 C Grant RO from the Federal Emergency Management Agency Public Assistance Program.”

Student Trustee Patel seconded the motion. A voice vote was called and the motion passed unanimously.

Adjournment

Chair Kotowski announced that the next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held on Tuesday, May 24 at the Des Plaines Campus.

Student Trustee Patel made a motion to adjourn the meeting, which was seconded by Chair Kotowski. A voice vote was called and the meeting was adjourned at 8:14 p.m.

Paul Kotowski, Board Chair

Gail Bush, Board Secretary

Minutes recorded by:
Beatriz Sparks
4/2022

Approval of Adoption of Consent Agenda

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

Approval of Consent Agenda Items 5/22-2 through 5/22-9

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 5/22-2 through 5/22-9 as listed in the Consent Agenda:

- 5/22-2 Ratification of Payment of Bills for April 2022
- 5/22-3 Acceptance of Treasurer’s Report for April 2022
- 5/22-4 Compliance with Open Meetings Act, Closed Session Minutes
- 5/22-5 Action on Recordings of Closed Session Minutes
- 5/22-6 Ratification of Actions of the Alliance for Lifelong Learning Executive Board
- 5/22-7 Ratification of Actions of the Alliance for Lifelong Learning Governing Board
- 5/22-8 Supplemental Authorization to Pay Professional Personnel – Spring 2022
- 5/22-9 Acceptance of Clinical Practice Agreements.”

Ratification of Payment of Bills for April 2022

The check register detailing the regular monthly bills for April 2022 was sent out May 20, 2022. The totals by fund are on page 2. This includes approval of travel reimbursements for April 2022.

Board Chair

Board Secretary

EC:mw
5/2022

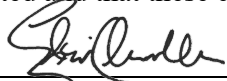
President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

“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 \$8,108,049.28 for all check amounts as listed and for all purposes as appearing on a report dated May 2022.”

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535

I hereby certify that materials and/or services for the Education Fund, Operations, Building and Maintenance Fund, Operations, Building and Maintenance Fund (Restricted), Auxiliary Enterprise Fund, and Restricted Purposes, Working Cash, Trust/Agency, Audit, Liability, Protection & Settlement, and Social Security Medicare Fund, and also includes approval of travel reimbursements for February 2022, represented by checks on pages 1-61 numbered !0001360 - !0001379, !0001381 - !0001402, !0001404 - !0001415, !0001417 - !0001440, !0001442 - !0001443, A0156253 - A0156344, A0156346 - A0156408, A0156410 - A0156458 and A0156460 - A0156671 on the check register, have been received, supporting invoices audited and that these checks were in order for issuance and are hereby listed for ratification by the Board of Trustees.



Treasurer, Oakton Community College District 535

RECAPITULATION

Gross Checks Issued

Fund	Gross Payroll	Accounts Payable	Sub-Total	Voided Checks	Total
Education	\$ 5,323,753.75	\$ 698,882.11	\$ 6,022,635.86	\$ (1,000.00)	\$ 6,021,635.86
Operations, Building and Maintenance Fund	\$ 448,498.81	\$ 196,360.22	\$ 644,859.03	\$ -	\$ 644,859.03
Maintenance Fund (Restricted)	\$ -	\$ 416,609.85	\$ 416,609.85	\$ -	\$ 416,609.85
Bond & Interest	\$ -	\$ 300.00	\$ 300.00	\$ -	\$ 300.00
Auxiliary Enterprise	\$ 326,459.53	\$ 354,417.00	\$ 680,876.53	\$ (900.00)	\$ 679,976.53
Restricted purposes	\$ 311,791.53	\$ 23,891.55	\$ 335,683.08	\$ (145.00)	\$ 335,538.08
Trust/Agency	\$ -	\$ 4,820.16	\$ 4,820.16	\$ -	\$ 4,820.16
Audit	\$ -	\$ -	\$ -	\$ -	\$ -
Liability, Protection & Settlement	\$ -	\$ -	\$ -	\$ -	\$ -
Social Security/Medicare	\$ -	\$ -	\$ -	\$ -	\$ -
Loan					
TOTALS	\$ 6,410,503.62	\$ 1,695,280.89	\$ 8,105,784.51	\$ (2,045.00)	\$ 8,103,739.51
Student Government	\$ 535.65	\$ 1,729.12	\$ 2,264.77	\$ -	\$ 2,264.77
TOTAL PER REPORT	\$ 6,411,039.27	\$ 1,697,010.01	\$ 8,108,049.28	\$ (2,045.00)	\$ 8,106,004.28

STUDENT GOVERNMENT AFFIDAVIT
OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535

Certification of Treasurer

I hereby certify that materials and/or services represented by checks on pages 1-61 numbered 10001424, 156317, 156402 and 156610 have been received, supporting invoices audited and that these checks were in order for issuance and are hereby listed for ratification by the Student Government.



Treasurer, Community College District 535

Approval of Expenditures

The Student Government of Community College District 535 hereby ratifies expenditures in the amount of \$2,264.77 for student activities as listed, and ratifies release of these checks as listed above by the Treasurer of Community College District 535 for all purposes as appearing on a report dated April 2022.

Student Government Association

Acceptance of Treasurer's Report for April 2022

The Treasurer's comments that highlight the significant areas for this report are on page 3. The President asks that questions on the general significance of this month's report be directed to her with the understanding that she will refer questions of detail to the Treasurer for amplification..

EC:mw
5/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

"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 April 2022."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

April 2022

Edwin Chandrasekar
Vice President for Administrative Affairs
W. Andy Williams
Controller, Budget and Accounting Services

Treasurer's Comments on April 2022 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$1.4 million in tuition and fees, \$1.3 million in property taxes, \$795,000 in base operating grants, \$563,000 in replacement taxes, \$268,000 in supplemental base operating grants provided above the original FY2022 appropriation amount, \$110,000 in adult ed. grants, \$64,000 in Perkins CTE Advising Resource Grants, \$27,000 in MAP grants, and \$38,000 in interest earnings.

Net cash and investments decreased by \$1.6 million from the previous month as expected.

Page 5. Summary of Education and Operations and Maintenance Funds Revenues and Expenditures

Revenues

At the end of April, revenues were \$79.1 million or 107% of the prorated budget, compared to \$72.3 million, or 102% for the previous year. Actual revenues are higher than the prorated budget because the College received more Coronavirus institutional funds than budgeted. Additionally, state revenue and replacement tax collections were higher than the prorated budget. In April, the State approved and Oakton received \$268,000 in supplemental base operating grants provided above the original appropriation amount. Replacement tax revenue is significantly higher than budget due to an improved state economy. Tuition and fees totaled \$19.2 million year to date, or 92% of the prorated budget. Tuition and fees are less than the prorated budget because the actual decrease in credit hours was more than the projected decrease (e.g., -10% compared to -6% budgeted for Spring Term, census day). Additionally, credit hour incentives reduced tuition revenue by \$1.3 million as of April 30th. Last year, tuition and fees totaled \$22.0 million or 99% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures were \$56.5 million. The operating expenditures are \$0.1 million (0.2%) below prior year's actual expenditures of \$56.6 million for the same period. Net transfers total \$6.6 million as budgeted.

OAKTON COMMUNITY COLLEGE
FINANCIAL POSITION OF FUNDS AS OF
April 30, 2022
(IN THOUSANDS)

	Education	Operations & Maintenance	Operations & Maintenance (Restricted)	Bond And Interest	General Long term Debt	Working Cash Auxiliary Agency Restricted	Investment In Plant	Social Security Medicare Audit Tort	Retiree Health Ins.	Total All Funds
ASSETS										
Cash	\$ 2,728	\$ 771	\$ 330	\$ 800	\$ -	\$ 1,658	\$ -	\$ 1,676	\$ 2,761	\$ 10,724
Taxes Receivable	24,423	3,457	-	1,660	-	-	-	(11)	-	29,529
Student Tuition Receivable	6,976	-	-	-	-	971	-	-	-	7,947
Government Funds Receivable	394	-	-	-	-	888	-	-	-	1,282
Accrued Interest	63	8	10	-	-	1	-	-	16	98
Other Receivables	493	-	-	-	-	152	-	-	-	645
Investments										
Short-term	80,658	10,853	11,087	2,000	-	1,393	-	2	20,033	126,026
Long-term	22,906	3,149	4,053	-	-	376	-	128	7,567	38,179
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepaids	308	-	-	-	49	333	-	-	-	690
Total Current Assets	124,449	18,238	15,480	4,460	49	20,272	-	1,795	30,377	215,120
Net Investment in Plant	-	-	-	-	-	-	109,142	-	-	109,142
Total Assets	\$ 124,449	\$ 18,238	\$ 15,480	\$ 4,460	\$ 49	\$ 20,272	\$ 109,142	\$ 1,795	\$ 30,377	\$ 324,262
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	2,062	2,062
Total Assets and Deferred Outflows of Resources	\$ 124,449	\$ 18,238	\$ 15,480	\$ 4,460	\$ 49	\$ 20,272	\$ 109,142	\$ 1,795	\$ 32,439	\$ 326,324
LIABILITIES AND NET POSITION										
Payables	\$ 168	\$ 5	\$ -	\$ -	\$ -	\$ 3	\$ -	\$ -	\$ -	\$ 176
Accrued Interest Payable	-	-	-	-	121	-	-	-	-	121
Deferred Tuition Revenue	5,620	-	61	-	-	100	-	-	-	5,781
Accruals	4,038	296	-	-	-	316	-	-	-	4,650
Bonds Payable	-	-	-	-	47,396	-	-	-	-	47,396
OPEB Liability	-	-	-	-	-	-	-	-	42,906	42,906
Total Liabilities	9,826	301	61	-	47,517	419	-	-	42,906	101,030
Deferred Inflows of Resources - Property Taxes	31,929	5,227	-	2,474	-	-	-	65	-	39,695
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	9,216	9,216
Total Liabilities and Deferred Inflows of Resources	41,755	5,528	61	2,474	47,517	419	-	65	52,122	149,941
Net Position										
Unrestricted	82,693	12,711	15,418	-	-	3,728	-	-	(19,683)	94,867
Restricted	-	-	-	-	-	16,127	-	1,729	-	17,856
Debt Service	-	-	-	1,987	(47,469)	-	-	-	-	(45,482)
Plant	-	-	-	-	-	-	109,142	-	-	109,142
Total Net Position	82,693	12,711	15,418	1,987	(47,469)	19,855	109,142	1,729	(19,683)	176,383
TOTAL LIABILITIES & NET POSITION	\$ 124,448	\$ 18,239	\$ 15,479	\$ 4,461	\$ 48	\$ 20,274	\$ 109,142	\$ 1,794	\$ 32,439	\$ 326,324

**OAKTON COMMUNITY COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
TEN MONTHS ENDED APRIL 30, 2022**

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
REVENUES (cash and accrual basis)					
Property Taxes (accrual basis)	\$ 53,817	\$ 44,848	\$ 45,543	102%	101%
Replacement Tax	950	792	2,301	291%	127%
State Revenue	2,679	2,233	4,847	217%	210%
Federal Revenue	5,543	4,619	7,241	157%	45%
Tuition and Fees	20,387	20,764	19,160	92%	99%
Other	1,172	977	(26)	(3%)	43%
TOTAL REVENUES	\$ 84,548	\$ 74,232	\$ 79,066	107%	102%
EXPENDITURES (accrual basis)					
Instructional	\$ 30,891	\$ 25,743	\$ 25,717	100%	96%
Academic Support	18,490	15,408	13,475	87%	86%
Student Services	7,903	6,586	5,208	79%	86%
Public Services	1,070	892	707	79%	88%
Operations and Maintenance	8,482	7,068	5,674	80%	87%
General Administration	6,851	5,709	4,976	87%	101%
General Institutional	631	526	721	137%	82%
Contingency	2,324	1,937	-	0%	0%
TOTAL EXPENDITURES	\$ 76,642	\$ 63,868	\$ 56,478	88%	91%
Revenues over (under) expenditures	7,906	10,363	22,588		
Net Fund transfers					
To Retiree Health Insurance Fund	(4,000)	(3,333)	(3,333)		
To Auxiliary Fund and Alliance	(2,390)	(1,992)	(1,992)		
To Restricted Purpose Fund	(100)	(83)	(83)		
To Liability, Protection & Settlement Fund	(812)	(677)	(677)		
To Social Security/Medicare Fund	(894)	(745)	(745)		
From Working Cash Fund: Interest	290	242	242		
Total Transfers	\$ (7,906)	\$ (6,588)	\$ (6,588)		
Net Revenue over (under) expenditures	\$ -	\$ 3,775	\$ 16,000		

OAKTON COMMUNITY COLLEGE
REVENUES AND EXPENDITURES
TEN MONTHS ENDED APRIL 30, 2022

AGENDA ITEM 5/22-3
6 of 9

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget	
REVENUES				
Construction Fee	335	278	83%	
OCC Foundation Grant	550	550	100%	
Interest and Investments Gain/Loss	80	(54)	(68%)	
Total revenues	965	774	80%	
EXPENDITURES				
West End Remodeling - A/E Fees	150	60	40%	
Natural Area Restoration	170	93	55%	
Water Supply Upgrade	48	46	96%	
Landscape Improvements	1,573	-	0%	
Capital Equipment	600	361	60%	
Cabling Upgrades	150	-	0%	
Check Valve	22	-	0%	
Elevator Upgrades	500	-	0%	
Interior Remodeling	615	-	0%	
Fire Alarm Panel Replacement	-	28	0%	
Flooring - Carpet Replacement	-	-	0%	
Wifi and Cellular Upgrades	400	-	0%	
Lee Center Vestibule Curtain	12	-	0%	
Hardware Replacement/Master Keying	900	-	0%	
Baseball Field Fence Replacement	61	33	54%	
Exterior Envelope/Window Replacement	922	-	0%	
Skokie Remodeling Projects	1,470	23	2%	
Field Irrigation	100	-	0%	
Cafeteria Remodeling - DP	1,553	1,552	100%	
Camera Replacement	947	-	0%	
Main Entrances and Monument Signs	150	-	0%	
Air Handler Replacement	797	797	100%	
Signage/Wayfinding	870	13	1%	
Pedestrian Path	39	39	100%	
Boardroom Renovations & Athletic Wing Flooring	1,457	1,438	99%	
Sanitary Force Main	300	-	0%	
Skokie Community Apiary	38	19	50%	
Skokie Metal Wall Panel Project	1,500	-	0%	
College Relations Furniture	35	-	0%	
PharmaCann Cannabis Lab	-	1,181	0%	
Project Management Services	225	152	68%	
Master Plan Refresh 2022	95	30	32%	
Contingency	473	-	0%	
Total expenditures	16,172	5,865	36%	
Transfer in	-	-	0%	
Net	\$ (15,207)	\$ (5,091)	33%	

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,536	\$ 1,151	75%	54%
Workforce Development	130	49	38%	15%
Copy Center	143	22	15%	12%
Athletics	4	18	450%	80%
Child Care	408	303	74%	13%
PAC Operations	5	4	80%	0%
Campus Scheduling and Events	200	-	0%	3%
Other	105	118	112%	38%
Interest and Investments Gain/Loss	27	3	11%	0%
Total revenues	2,558	1,668	65%	39%
EXPENDITURES				
Bookstore Operating Expenses	\$ 1,604	\$ 1,081	67%	28%
Workforce Development	297	234	79%	64%
Copy Center	286	196	69%	68%
Athletics	954	895	94%	79%
Child Care	507	405	80%	57%
PAC Operations	93	59	63%	69%
Campus Scheduling and Events	32	-	0%	3%
Auxiliary Services Administration	327	222	68%	59%
Other	514	122	24%	17%
Total expenditures	4,614	3,214	70%	58%
Transfers in (out)	2,058	1,715		
Net	\$ 2	\$ 169		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
TEN MONTHS ENDED APRIL 30, 2022**

	Operating Budget (000)	Prorata Budget (000)	Actual (000)	Actual As a % Budget	Last Year
<u>REVENUES</u>					
State Revenue	\$ 364	\$ 303	\$ 702	193%	182%
Tuition and Fees	1,119	933	798	71%	29%
Sale of Materials	8	7	-	0%	0%
Institutional Support					
Evening High School	50	42	58	116%	25%
Other Revenues	85	71	48	56%	68%
Total revenues	<u>1,626</u>	<u>1,355</u>	<u>1,606</u>	<u>99%</u>	<u>63%</u>
<u>EXPENDITURES</u>					
Administrative Support	\$ 1,194	995	\$ 841	70%	59%
Instructional Programs					
Allied Health	157	131	80	51%	52%
Job-related	336	280	265	79%	30%
Personal	22	18	9	41%	29%
Emeritus Programs	60	50	16	27%	47%
High School Programs	99	83	53	54%	51%
ESL Programs	89	74	43	48%	39%
Total Programs	<u>763</u>	<u>636</u>	<u>466</u>	<u>61%</u>	<u>40%</u>
Total expenditures	<u>1,957</u>	<u>1,631</u>	<u>1,307</u>	<u>67%</u>	<u>52%</u>
Revenue over (under) expenditures	<u>\$ (331)</u>	<u>\$ (276)</u>	<u>\$ 299</u>		
Transfer in	332	277	277		
Net	1	1	576		

OAKTON COMMUNITY COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
TEN MONTHS ENDED APRIL 30, 2022

		Program Generated Revenue	Revenue Allocated to Programs	Total Revenue and Allocation	Expenditures	Program Net Fav (Unfav)
Activity fees	\$	409,123				
Interest income		(149)				
Sub total revenues		<u>408,974</u>				
369901 Student Government Association		-	-	-	(526)	(526)
369910 Occurrence		190	-	190	(2,814)	(2,624)
369919 Skokie Events Team		-	-	-	(21,630)	(21,630)
369923 SGHS-Global Health & Sustain		1,763	-	1,763	(159)	1,604
369932 Ceramics Club		100	-	100	-	100
369933 UNICEF		-	-	-	(25)	(25)
369937 Oakton Future Educators		-	-	-	(282)	(282)
369945 Physical Therapy Assist.		2,418	-	2,418	(336)	2,082
369946 Phi Theta Kappa (PTK)		5,975	-	5,975	(4,510)	1,465
369950 Latinx Club		100	-	100	(45)	55
369959 Black Student Union		300	-	300	-	300
369960 Muslim Student Association		-	-	-	(170)	(170)
369964 Oakton Helping Others		-	-	-	(20)	(20)
369972 PAYO		100	-	100	-	100
Sub Totals		<u>10,946</u>	<u>-</u>	<u>190</u>	<u>(24,970)</u>	<u>(24,780)</u>

Fund Summary

Total Revenues	\$	419,920
Total Expenditures		(24,970)
Total Transfers to other funds		-
Excess revenues over expenditures		<u>394,950</u>
Net Position 6/30/21		<u>1,132,264</u>
Net Position, end of period	\$	<u>1,527,214</u>

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
APRIL, 2022**

GENERAL FUND TRANSFERS/PAYMENTS

<u>DATE</u>	<u>AMOUNT</u>	<u>REFUNDS/ STUDENT- DISBURSEMENTS</u>	<u>ILLINOIS SALES TAX</u>	<u>EMPLOYEE HEALTH INSURANCE CCHC</u>	<u>CHASE CREDIT CARD</u>	<u>BOND HOLDER & MISC</u>
4/12/2022	\$ 708,663.46			\$ 708,663.46		
4/25/2022	\$ 1,145.00		1,145.00			
4/25/2022	\$ 1,061,639.11				1,061,639.11	
4/22/2022	\$ 99,195.00	-				99,195.00
TOTAL	\$ 1,870,642.57	\$ -	\$ 1,145.00	\$ 708,663.46	\$ 1,061,639.11	\$ 99,195.00

PAYROLL TAXES - TRANSFERS/PAYMENTS

<u>DATE</u>	<u>AMOUNT</u>	<u>FEDERAL PAYROLL TAXES</u>	<u>STATE PAYROLL TAXES</u>	<u>SURS</u>	<u>CREDIT UNION AND TAX SHELTERS</u>
4/3/2022	\$ 245,718.18	\$ 245,718.18			
4/3/2022	\$ 350,349.23		\$ 86,902.04	\$ 184,479.88	\$ 78,967.31
	\$ -				
4/18/2022	\$ 244,146.06	\$ 244,146.06			
4/18/2022	\$ 351,455.24		\$ 87,023.60	\$ 184,669.12	\$ 79,762.52
	\$ -				
	\$ -				
	\$ -				
	\$ -				
TOTAL	\$ 1,191,668.71	\$ 489,864.24	\$ 173,925.64	\$ 369,149.00	\$ 158,729.83

Compliance with Open Meetings Act, Closed Session Minutes

The Illinois Open Meetings Act requires that public bodies shall periodically, but no less than semiannually, review minutes of all closed meetings to determine if the contents of such minutes continue to require confidentiality, or if they may be made available for public inspection. The President and the Secretary of the Board have reviewed and hereby recommend that the minutes of the Board of Trustees closed session meetings held on October 19, 2021, and November 16, 2021 should be made available for public inspection and no longer require confidential treatment.

JLS:bs
5/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

“Be it resolved that the Board of Trustees of Community College District 535 hereby determines that the minutes of the Board closed session meetings on October 19, 2021, and November 16, 2021 no longer require confidential treatment and are released for public inspection.”

Action on Recordings of Closed Session Minutes

The Illinois Open Meetings Act authorizes the destruction of verbatim records of closed meetings no less than 18 months after the completion of the meeting recorded. Written minutes of these meetings are retained in compliance with the Open Meetings Act.

In accordance with these provisions, the audio recordings of closed meetings held on January 21, 2020, February 18, 2020, March 11, 2020, April 21, 2020, May 12, 2020, June 2, 2020, and June 30, 2020 meet the following criteria:

1. At least 18 months have passed since the date of the meetings involved;
2. The Board of Trustees has approved written minutes of the closed meetings; and
3. There is no lawsuit pending regarding the legality of the closed sessions involved.

JLS:bs
5/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

“Be it resolved that the Board of Trustees of Community College District 535 recommends the destruction of the verbatim audio recordings of meetings held on January 21, 2020, February 18, 2020, March 11, 2020, April 21, 2020, May 12, 2020, June 2, 2020, and June 30, 2020.”

Ratification of Actions of the Alliance for Lifelong Learning (ALL) Executive Board

The salary payments and rescinds include the following:

- a. Authorization to pay part-time faculty in the amount of \$2,039.00 for the spring 2022 term.
- b. Authorization to rescind payment for part-time faculty in the amount of \$1,020.75 for the spring 2022 term.

MB:bd
5/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

"Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a to b as stipulated above, and hereby approves the expenditures in the amount not to exceed \$2,039.00 for all funds listed in item a."

Ratification of Actions of the Alliance for Lifelong Learning (ALL) Governing Board

On May 10, 2022, the Alliance for Lifelong Learning Governing Board:

1. Approved the Alliance for Lifelong Learning FY' 23 Operating Budget in the amount of \$2,093,744.
2. Elected the following officers for FY'23:

<u>Name</u>	<u>Representing</u>	<u>Governing Board Title</u>
Ms. Pat Savage-Williams	District 202	Chairperson
Dr. Wendy Yanow	District 535	Secretary

MB:bd
5/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

"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 one and two as stipulated above."

Supplemental Authorization to Pay Professional Personnel – Spring 2022

Comparative figures:

**Spring 2022 Part-Time
\$3,459,825.21**

**Spring 2021 Part-Time
\$3,920,095.81**

**Spring 2022 Overload
\$608,392.14**

**Spring 2021 Overload
\$644,333.04**

IL:jg
5/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

“Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$67,752.52 to the total amount of part-time teaching salaries paid during the spring semester 2022; the revised, total payment amount is \$3,459,825.21.”

“Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$9,199.60 to the total amount of faculty overload salaries paid during the spring semester 2022; the revised, total payment amount is \$608,392.14.”

Approval of Clinical Practice Agreements

The College would like to execute clinical practice agreement as follows:

Basic Nursing Assistant Training and Nursing:

Renewal: This is a renewed agreement for the Basic Nursing Assistant Training and Nursing programs. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement effective May 24, 2022 through May 24, 2027.

Medical Assistant, Basic Nursing Assistant, and Nursing:

Amended: This is an amended agreement for the Medical Assistant, Basic Nursing Assistant, and Nursing programs. It has been reviewed and approved by the College faculty and administration. The terms of this agreement end December 31, 2023.

IL:ma
5/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

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

Basic Nursing Assistant Training and Nursing
Medical Assistant, Basic Nursing Assistant, and Nursing."

Authorization to Schedule a Budget Hearing and Publish a Notice Placing Fiscal Year 2023 Budget on Public Display

A copy of the notice placing the Fiscal Year 2023 budget document on display beginning on May 25, 2022 is presented for approval prior to publication.

The notice indicates that the public hearing on the tentative annual Fiscal Year 2023 budget will be held on June 28, 2022. Following the hearing, the Board of Trustees may amend the budget, after which it may choose to accept the budget for Fiscal Year 2023.

AW:jg
5/2022

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535, authorizes the budget hearing and approval to publish the notice placing the Fiscal Year 2023 budget on public display.”

NOTICE

PUBLIC NOTICE IS HEREBY GIVEN by the Board of Trustees of Community College District No. 535, County of Cook and State of Illinois, that commencing at 10:00 a.m. on May 25, 2022, a tentative budget for said Community College District for the Fiscal Year beginning July 1, 2022, and ending June 30, 2023 will be on file and conveniently available for public inspection at the offices of Administrative Affairs of said District, 1600 E. Golf Road., Room 1220, Des Plaines, Illinois, during usual and customary business hours.

PUBLIC NOTICE IS FURTHER GIVEN that a public hearing will be held on said budget at 6:00 p.m. on the 28th day of June 2022, at 1600 E. Golf Road, Room 1506, Des Plaines, Illinois.

DATED at Des Plaines, Illinois this 24th day of May 2022.

Board of Trustees
Community College District 535
County of Cook and State of Illinois

By: _____
Secretary

Authorization to Approve May Purchases

Any purchase exceeding \$25,000 requires Board approval. The following purchases meet that criteria. If the Board so desires, this resolution will enable the Board to approve all of the following purchases in a single resolution. Items "a - b" were previewed at the April 2022 Board of Trustees meeting.

EC:aw
04/2022

President's Recommendation:

That the Board adopts the following resolution:

"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:

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor/Location</u>	<u>Amount</u>
5/22-11a	1	VMWare Software Maintenance Support and Upgrade - One-Year Renewal	CDW-G, LLC Vernon Hills, IL	\$61,065.40
5/22-11b	1-3	Advertising Agency Services - One-Year Contract	Carnegie Higher Ed Westford, MA Marketing Partnership International Chicago, IL	\$195,000.00 \$175,000.00
GRAND TOTAL:				\$431,065.40."

IN DISTRICT	\$	0.00
CONSORTIUM	\$	0.00
BID	\$	0.00
BID EXEMPT	\$	431,065.40
QBS	\$	0.00

Authorization to Purchase VMware Software Maintenance Support Renewal and Enterprise Plus Upgrade

VMware is a server and desktop virtualization product that allows consolidation of servers onto a private cloud with corresponding significant reductions in equipment costs, energy usage, and improved flexibility and scalability. The college has been using VMware since 2007.

This purchase includes the renewal of annual software maintenance and support for the existing server, VDI and virtual center licenses and an upgrade from Enterprise licenses to the Enterprise Plus license. Recent cybersecurity insurance requirements mandate the data-at-rest encryption that the Enterprise plus license provides.

The College has received pricing for one and three-year renewals. The three-year renewal includes a favorable pricing discount and the College is recommending to move forward with this proposal. The breakdown is as follows:

Enterprise Upgrade	\$14,689.48	
Annual Support – Year 1	\$15,458.64	*
Annual Support – Year 2	\$15,458.64	*
Annual Support – Year 3	<u>\$15,458.64</u>	*
Total	\$61,065.40	

**Reflects a 12% discount compared to annual price renewal of \$17,569.32*

This purchase is bid-exempt in accordance with ILCS-805/3-27.1 item f, “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process.”

JMW:ps
5/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes a three-year contract with from CDW-G, LLC, 220 N. Milwaukee Ave, Vernon Hills, IL 60061 for a total of \$61,065.40 for the VMware software maintenance support renewal and enterprise upgrade.”

Authorization to Purchase Advertising Agency Services – One-Year Contract Renewal

The Marketing and Communications team drives brand management and awareness, integrated marketing and communication campaigns to impact new student enrollment and retention of current students, content strategy and development, creative direction, and graphic design to our paid and owned channels (web and digital, social media, print, and institutional advertising). Paid advertising purchases are administered through an agency that lends expertise to campaign management and optimization through the use of data and analytics, campaign and platform recommendations, and buying power to identify digital and traditional channels.

The College's marketing goals (identified by the strategic plan, SEM plan, and Equity Plan) are to grow Oakton's brand awareness, grow digital presence, impact new student enrollment by reaching high school and adult students, impact retention efforts, and reach identified target audiences by connecting students to the Oakton Experience.

In addition to these priorities, in FY2023, the College will be implementing a name change to Oakton College and an institutional brand refresh to support a launch campaign that solely focuses on re-introducing Oakton to our community. The rebranding campaign will complement and enhance the College's enrollment marketing efforts listed above and will primarily utilize traditional media placements to maximize broad public visibility. Additional resources to support the name change and rebranding campaign are an investment in building our brand relevance and identifying new ways to connect with our internal and external communities.

Oakton has contracted with Carnegie Higher Education (digital media; formerly Carnegie Dartlet) and Marketing Partnership International (traditional media) since 2020, and the Administration is confident these firms will continue to deliver high-quality expertise and service in planning while optimizing the negotiation and implementation of advertising purchases and placement for traditional and digital campaigns. The following results occurred during 7/1/2021-4/1/2022:

Digital Campaign Results

- Impressions: 7,282,279
- Clicks on ads: 29,803
- Click through rate: .41%
- *Leads generated: 1,613
- **Clicked on Apply Button: 1,943
(After clicking on or being exposed to a paid digital ad)

* 24% increase in leads compared to last year

** 24% increase in apply clicks compared to last year.

The College's media placement and services for institutional advertising is \$370,000, including \$100,000 for the Oakton College launch and rebranding campaign.

The breakdown is as follows:

Digital Media Agency (\$195,000) – Carnegie Higher Education (formerly Carnegie Dartlet)

Carnegie Higher Education is solely focused on digital strategies for higher education clients, including community colleges to manage, optimize, and provide strategic recommendations to all digital campaigns. Carnegie is a Google Premier Partner with the distinguished recognition of being the only Google Premier Partner in the United States dedicated to higher education. The firm has been in the higher education industry for more than 35 years, with extensive experience in brand awareness, lead generation, enrollment, and programmatic digital campaigns that deliver results, including reaching diverse audiences for minority-serving institutions and has highest match rate within the higher education industry for IP retargeting.

Carnegie Higher Education has demonstrated experience with digital strategies to reach target audiences: paid search, display, lookalike and behavioral display advertising, geofencing, retargeting, IP targeting, mobile location targeting, mobile footprints, paid social media (Facebook, Instagram, YouTube, Snapchat, LinkedIn, Twitter, Tik Tok), and streaming opportunities (Pandora, Spotify, Hulu). In addition, they have experience with integration to Salesforce CRM systems like Target X, the system Oakton utilizes.

The firm also has grown to offer additional services that might be of value for the institution as we grow and strengthen our SEM plan and implement our new strategic plan through Google Analytics consulting and support; SEO, organic social media consulting, web development, creative development, student search, and digital marketing workshops. Carnegie Clarity is an attributional and behavioral dashboard that would integrate with the institution's CRM system, Target X. In addition, Carnegie offers an enrollment strategy division offering behavioral research, communication flow auditing, building and execution.

Carnegie Higher Education offers transparent, real-time reporting and advanced analytics with access to all information via live access to a 24/7 dashboard with Google Data Studio, monthly performance meetings that provide a comprehensive review of campaigns and recommendations, and extensive experience with Google Analytics and Google Tag Manager. Carnegie's digital tactic experts are in Oakton's campaigns daily making adjustments and optimizations for the greatest outcome of performance.

Traditional Media Agency (\$175,000) – Marketing Partnerships International, Inc. (MPI)

MPI has a proven track record with higher education clients, including community colleges, and has worked with peer institutions in Illinois. MPI has been in the higher education industry for over 24 years. Their references include Harper College, Aurora University, and Calumet College of St. Joseph, IN.

They are capable of planning, negotiating, and purchasing media as well as monitoring and optimizing campaigns; and will serve as the liaison with the media channels. The firm has experience with traditional strategies to impact brand awareness, attendance at events (such as Open Houses), and increasing applications. They are also experienced with niche marketing channels to reach diverse audiences. MPI has access to exclusive and unique sponsorships and vertical marketing targeting options and a solid understanding of how traditional marketing coordinates with digital. During FY 21, because of the buying power and strong partnerships with vendors, MPI has been able to secure additional bonus impressions and additional bonus time on the bus shelters.

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Advertising Agency Services - One Year Contract from:

Carnegie Higher Education, LLC, 210 Littleton Road, Suite 100, Westford, MA 01886 in the amount of \$195,000.00, and,

Marketing Partnerships International, Inc. 20 N. Wacker Drive, Suite 1622, Chicago, IL 60606 in the amount of \$175,000.00,

for a grand total of \$370,000.00."

Preview and Initial Discussion of Upcoming Purchases

a) Renewal of Annual Agreements, Services, and Contracts for FY2023

- 1) Library Services (CARLI and NILRC)** – In keeping with past practice, this year the Oakton Library is renewing, canceling, and adding online databases and reference resources to support the College's curriculum. All databases are accessible to Oakton students, faculty, staff, and administrators from computers anywhere via Internet access through a proxy service maintained by the Library and Oakton's IT department since 2008. Last year, the library budgeted to license more than 75 databases and 430 online reference works. This year, as done every year, the library is currently reviewing the licenses and subscriptions. To obtain the lowest prices available, most of these online resources are licensed through two statewide consortia groups: NILRC (the Network of Illinois Learning Resources in Community Colleges) and CARLI (the Consortium of Academic and Research Libraries in Illinois). The cost of licenses brokered by NILRC or by CARLI will not exceed \$96,400 each this year. The library administration will keep the level of these purchases well within budget. The ratio of purchases from NILRC and CARLI will undoubtedly change as we review and they refine their pricing options. These purchases are exempt from the bidding process according to Illinois Community College Act 110 ILLS.
- 2) Power FAIDS Annual Software Maintenance – One Year Contract** – Oakton uses The College Board's PowerFAIDS software to support the financial aid process. PowerFAIDS manages federal and state aid requirements as well as specific Oakton institutional aid programs. PowerFAIDS helps automate the entire financial aid cycle, from needs analysis and student eligibility, through Pell Grant management, award packaging, loan origination, and reporting.

The latest federal rules are programmed into the software so Oakton stays compliant with federal regulations. Interest in student financial assistance continues to increase. Over the last several years, the College has continued to increase the number of PowerFAIDS licenses so that all Enrollment Center staff members can provide financial aid information to students. The College now owns thirty PowerFAIDS licenses. The maintenance charges for these licenses for FY23 is expected to be \$53,014. The Administration plans to present this item to the Board for purchase approval at the June Board meeting.
- 3) Renewal of Illinois Community College Trustee Associations (ICCTA) Dues** – Oakton has been a longstanding member of the Illinois Community College Trustees Association (ICCTA). ICCTA provides community college advocacy and supports trustee development through continuing education seminars and trained retreat facilitators. Membership in the ICCTA is a valuable resource for the College, and the Administration recommends a membership renewal for FY22. The estimated annual membership renewal and dues are \$29,100. The Administration plans to present this item to the Board for purchase approval at the June Board meeting.
- 4) Renewal of Risk Management Insurance Plans** – Oakton Community College, along with ten other community colleges, is a member of the Illinois Community College Risk Management Consortium (ICCRMC), which has established various insurance premiums payable by the College. The Administration is currently working with its consortium representative (Marsh Inc.) to determine the premium rates and insurance coverages for FY23. The consortium members have received preliminary renewal estimates that indicate that rates will be 6% higher than FY2022 primarily due to higher costs associated with cybersecurity coverage which has nearly

doubled from \$24,000 to \$44,000. The gross premium rates for FY22 were \$869,639, and the FY23 costs are projected to be \$916,000.

In addition, the College is also reviewing the separate purchase of annual flood coverage, which is expected to be \$110,000. FEMA requires mandatory flood insurance in all Flood "A" zones because of the high potential of flooding. The College participates in FEMA's National Flood Insurance Program, which insures the College up to \$500,000. As part of the College's risk management strategy, the flood coverage provided by Allianz previously provided supplemental coverage for an additional \$10 million. The Administration plans to present this item to the Board for purchase approval at the June Board Meeting.

- 5) Renewal of Employee Fringe Benefits: Life and Disability Insurance** – The College is a member of the Illinois Community College Consortium (ICCC) which manages the life and disability premiums for eighteen community colleges through ICCC's broker, Gallagher Benefits Services. Under current collective bargaining agreements, the College is contractually obligated to provide life insurance and disability to certain employee groups.

ICCC procured a three-year agreement on behalf of its members with Reliance Standard Life Insurance Company (RSLI) for life and disability insurance from July 1, 2019 through June 30, 2022. A new 2-year RFP was issued by ICCC and the consortium has selected to renew with Reliance from July 1, 2022 to June 30, 2024. It is estimated the College will pay \$281,000 in life insurance and disability premiums in FY2023. Employee direct payments for optional life and disability insurance coverage represent about 58% of the premium. The annual premium paid by the College includes over 519 members and represents over \$86.2 million in life insurance coverage. The estimated breakout of premiums is as follows:

Basic Term Life/ AD&D	\$106,000
Voluntary Life/AD&D	\$ 82,000
Voluntary Dependent Life/ AD&D	\$ 33,000
<u>Voluntary Long-Term Disability Benefit</u>	<u>\$ 60,000</u>
Total Annual Premiums	\$270,000

b) Grounds Building Roof Replacement

The comprehensive Facilities Condition Study conducted in 2021 identified that the grounds building's roof needs to be replaced. The overall roof system consists of two different roof system types. A portion of the building roof is a sloped Standing Metal Seam Panel system and the remainder of the building roof is a Flat Roof roofing system. Most of the Standing Metal Seam Roof system is currently in good condition and only needs minor maintenance. However, a small portion of the Standing Metal Seam system needs to be repaired to eliminate leakage. The Flat Roof roofing system has exceeded its useful life expectancy and is need of full removal and replacement. A public bid was issued in June for contractors and the College is expecting to bring this purchase for approval in August.

Work is expected to commence in August 2022 with completion by November 2022.

c) Des Plaines and Skokie Parking Lot Improvements

The upcoming Master Plan 2022-2027 has identified landscape improvements including crack sealing and pavement patching at both the Des Plaines and Skokie Campus. A public bid was issued in May for contractors and the College expecting to bring this purchase for approval in June. The scope of works involves:

- Multiple asphalt pavement areas will receive removal/replacement patching repairs at both Skokie and Des Plaines campus lots.

- Striping (paint pavement markings) Replacement of any striping worn from age or removed from the asphalt pavement removal.
- Crack sealing (routing, cleaning and sealing transverse and longitudinal reflected cracks in existing pavement)
- 2 Asphalt traffic control speed bumps will be installed near the stop sign in the Lincoln Lot, at the Skokie campus.
- Replacement of the top riser section of the PVC yard drains (storm sewers) in parking lot "C", Des Plaines campus.
- 2" mill and overlay replacement of existing asphalt within the entrance #5, west end pedestrian drop-off roadway, Des Plaines campus.

Work is expected to commence in July 2022 and will be completed by August 2022.

d) Consulting Services for a Door, Hardware and Security Survey and Replacement Project

The comprehensive Facilities Condition Assessment conducted in 2021 recommended a need for the College to review existing doors, hardware, keying protocols and door security requirements at the Des Plaines and Skokie Campuses. This work is to be conducted in two phases:

Phase 1- Survey

The first phase will include a review of existing conditions and development of a set of standards for current and future projects. The deliverables expected under this phase include:

- A set of standards for all door types to include function, finish, style
- A review of all doors throughout both campuses and a prioritized recommendation for replacements. Those priorities are expected to include as an example: door condition and operation, fire separation, variance from established standards, keying hierarchy to identify scheme for master and subordinate keys, recommendations for a uniform card access system at critical locations, and plan for managing key assignments and tracking distributed keys.
- A cost estimate for proposed replacements that will enable Oakton to proceed with Phase 2.

Phase 2- Replacement Implementation

The second phase will include implementation of the prioritized replacements. The deliverables expected under this phase include:

- Bid documents including an overall Door Schedule identifying all affected doors for replacement or hardware upgrades, and all hardware sets and card readers associated with the work. This will include work required to replace cylinders, non-conforming hardware sets where feasible and re-key doors throughout both campuses following the hierarchy established.
- Construction Administration services during bidding and implementation including submittal, review, response to RFI's, Change Order review, inspection of work, pay application review, punch list and closeout services.

An RFP was issued in April 2022, and the College is expecting to present a recommendation to the Board in June for selection of a consultant. Cotter Consulting (the College's owner's rep) is managing this project for the College working with the Faculties department.

e) Adobe Creative Cloud Software Lease and Support

The College uses Adobe Software to teach in the Art, Photography, Graphic Design, Computer Applications for Business and Computer Information Systems departments. This software is also used by other programs in support of web page development. All of the Adobe products are currently available in a single annual lease bundle called the Adobe Creative Cloud for Education. This bundle includes Photoshop, Illustrator, Premier, Acrobat Professional, and essentially all other Adobe desktop products. Adobe has removed the concurrent license model for this product and now requires one license per workstation where it is installed. As a result, the College will need to purchase 238 shared

device licenses to cover the open and classroom computer labs and faculty and staff offices where the products are needed. The College has also provided remote access to the Adobe Creative Cloud suite on College computers for students who do not have the resources to install the software at home.

The IT and the Procurement office will work together to issue a Request for Proposal. The annual total cost for the purchase is estimated at \$50,000. The Administration plans to present this item to the Board for purchase approval at the June Board meeting.

f) Authorization to Purchase Transportation Services for Student Athletes – One Year Contract

The College's vehicle fleet includes 12-passenger vans and 7-passenger vans for use by College and student groups. The primary user is the Athletic department. However, these vehicles do not accommodate the transportation needs of the larger athletic teams such as soccer or baseball with rosters of between 15 and 40 students. Contracting with a transportation service company provides safe, single, appropriately sized vehicles with professional drivers for each team, in lieu of using multiple College vehicles, driven by team coaches.

The College's current transportation contract expires on June 30, 2022. The Athletic department and Procurement office worked collaboratively to issue a bid for a one-year contract. The bid covers transportation for Men's and Women's Soccer, Men's and Women's Basketball, Women's Volleyball, Men's Baseball, and Women's Softball. Travel is primarily to Illinois Skyway Conference and NJCAA Region IV partner schools. To support student success, the bid specified that the contracted company would be required to provide wireless routers and electrical outlets at seats to allow student-athletes to work on their coursework while in route.

Bids are due in late May and the College will make a recommendation in June.

g) Elevator Maintenance Contract

The College has a total of fourteen elevators; a) five passenger elevators, one freight elevator, and one lift at the Des Plaines campus, b) one passenger elevator and one freight elevator in the Lee Center, and c) three passenger elevators and two lifts at the Skokie campus. In order to keep the elevators in proper working condition, the elevators require monthly maintenance which includes inspections, preventative maintenance procedures, and testing. The elevator maintenance contract will also provide a set labor rate for repairs, establish an emergency response time, and establish minimum timeframes for emergency call back services.

With current inflationary increases, the College is currently reviewing feasibility to extend the contract for 1 year and then issue a new bid, or issue a new bid for a multi-year contract.

h) Authorization to Purchase Evisions Subscription Renewal - Three Year Contract

Oakton has been using Evisions software in 2005 to design and deliver documents to students, employees, banks and vendors. Evisions software integrates to Ellucian Banner and uses Banner data to produce documents and digital files which enhance security and services.

The Evisions system is essential to managing year end, payment and purchasing information flow at the College. Evisions IntelCheck adds efficiency to the payment process by streamlining output for AP, Payroll, and direct deposit advices. The solution streamlines and enhances the look of printed checks as well as provides a better level of service to vendors, students, and employees. The Accounts Payable and the IntelCheck Payroll module includes: Direct Deposit and Positive Pay capabilities. Positive Pay is an automated fraud detection tool which sends a Positive Pay file to the bank in which the account number, check number, and dollar amount of each check is matched against a list of checks previously authorized & issued by the institution.

The College is seeking Board approval for a five-year contract renewal for Evisions Software. The contract includes a five-year subscription for FormFusion for Enterprise, IntelCheck AP Enterprise, IntelCheck Payroll Enterprise. Annual subscription pricing for the first contract year, which begins in August, is expected to be approximately \$26,965. The pricing over the next four years will escalate 4% per year, bringing the total to \$146,052 over the five years. The Administration plans to present this sole source item to the Board for purchase approval at the June Board meeting

i) Ellucian Experience (myOakton portal)

The College has been using Luminis technology provided by Ellucian (providers of Banner ERP System) as the base technology for providing intranet services through the myOakton portal. Luminis is nearing the end of support by Ellucian on June 30, 2024, and will no longer be supported after. As such, the College has taken steps to identify and implement a new intranet technology and have it operational by Spring 2024.

A College taskforce of individuals was assembled for Student Affairs, Academic Affairs and IT to review the best available technologies that are currently being provided by vendors. In addition, the College also reached out to other community colleges and universities within Illinois and across the nation for feedback. Based on the research, three vendors were invited to demo their product: Ellucian Experience, Pathify, and Unifyed.

After the demos and evaluation by the taskforce, the College is recommending that Oakton move forward with Ellucian Experience as its next intranet technology. The College will be requesting Board approval for a 4-year contract with Ellucian. Total cost over four years is \$163,253, with the breakdown as follows:

	Year 1	Year 2	Year 3	Year 4	Total
Ellucian Experience Subscription	\$18,838	\$19,591	\$20,375	\$21,190	\$79,993
Implementation Costs	\$83,260				\$83,260
Total	\$102,098	\$19,591	\$20,375	\$21,190	\$163,253

j) Dark Trace Cybersecurity Software

Cybersecurity threats to higher education institutions has increased substantially over the last few years. The College is required to have certain controls in place to retain cybercrime insurance coverage, as well as remain compliant with regulatory requirements to safeguard against risk. In reviewing penetration test results and cybersecurity controls requirements one of the key missing pieces is tools to detect and mitigate attacks after an attacker or malicious insider has entered the network or accessed cloud resources.

This Dark Trace Enterprise Immune System with Antigena is an Artificial Intelligence (AI) based system that uses network data to identify normal patterns of behavior and alert on or actively stop attacks or insider threats. The cost for this purchase is budgeted at \$150,000 in fiscal year 2022-2023. The IT department is currently testing the product onsite in a Proof-of-Concept implementation, and working with DarkTrace and its authorized resellers to obtain quotes. This purchase will be presented for approval at the June board meeting.

k) CrowdStrike Cybersecurity Software

The College has licensed McAfee Complete EndPoint Protection Enterprise to provide a comprehensive anti-virus solution for both servers and desktop computers with centralized administration and reporting. For Macintosh computers, the College uses McAfee End Point protection for Macs. Due to the constantly changing nature of virus threats, anti-virus software requires frequent updates and thus the College has renewed this support annually. After reviewing state-of-the-art

solutions in endpoint protection and the challenges the College has had in implementing advanced features in McAfee, the Administration is recommending a switch to CrowdStrike's Falcon Pro platform. The current risks of ransomware and other devastating cyber-attacks require us to use a more effective solution.

CrowdStrike's product uses a lightweight sensor agent installed on Windows, Linux and Macintosh computers and servers that reports to a cloud-based management console. The product does not rely on out of date antivirus signatures, but uses heuristics and Artificial Intelligence (AI) to identify and stop malicious software based on its behavior. It also gives full visibility into the attack chain. CrowdStrike has fewer compatibility issues and uses fewer resources than McAfee, which frees up staff resources to work on other projects. CrowdStrike is recognized by Gartner as a leader in this product space and has thousands of major customers in government, business and education. The IT department has been testing CrowdStrike Falcon on 200 devices over the last year, and is recommending purchasing CrowdStrike for all 2700 workstations and servers.

The cost for this purchase is budgeted at \$127,000 in FY2023. The product is sold on an annual subscription basis. The College is working with CrowdStrike and its authorized resellers to obtain quotes. This purchase will be presented for approval at the June board meeting.

l) Chatbots

Chatbots are becoming common place in higher education. The implementation of chatbots is providing higher education institutions an opportunity to extend their services beyond the normal business hours by allowing students (prospective or current) to ask questions and obtain relevant answers immediately. Some of these chatbots have artificial intelligence capabilities, whereby they actively scan through the knowledge bases along with the institutional website to update the quality of their responses.

The IT and Enrollment Management departments have reviewed several chatbot technologies provided by various vendors. Criteria included ability to integrate with Oakton's website to provide accurate and immediate answers to commonly asked questions, Banner ERP system to provide accurate information regarding student records through proper authentication, and finally security criteria to meet the security framework requirements of Oakton. The College is requesting Board approval for a three-year contract with Ivy.ai for \$79,649. An additional \$5,000 is being requested for additional implementation expenses related to training and consultation bringing the total to \$84,649.

m) Extreme Networks Wi-Fi 6 Access Points

In order to ensure optimal Wi-Fi coverage, the College uses 302 Extreme Networks Wi-Fi access points (APs) and cloud management to provide indoor and outdoor Wireless networking at both the Des Plaines and Skokie campuses. The IT department completed a detailed Wi-Fi Site survey for both campuses to ensure that all areas of the building and most of the immediate outdoor areas and parking lots have high quality Wi-Fi coverage. This survey identified certain areas where coverage was lacking.

This purchase of 28 new indoor Wi-Fi 6 access points and 3 outdoor mesh AP's for the Skokie campus will address these issues. It will include the hardware as well as a three-year contract for the cloud management subscription, software support, and software updates. The cost is estimated at \$30,000 and will be presented for approval at the June board meeting.

n) Renewal of Extreme Networks Wi-Fi Updates/Support/Subscriptions

The College uses 302 Extreme Networks Wi-Fi access points (APs) and cloud management to provide indoor and outdoor Wireless networking on both the Des Plaines and Skokie campuses. The current Wi-Fi 6 access points were purchased with a 3-year subscription and support license in June of 2019. This purchase is for a new three-year contract for the cloud management subscription, software

support, and software updates for the Wi-Fi system. The term of the agreement would be from July 2022, to June 2025 and would cover subscriptions and support for the 302 Wi-Fi AP's.

The cost is estimated at \$71,600 for the 3 years and will be presented for approval at the June board meeting.

o) Interpreter/CART Services

To support the success of all students, and to be in compliance with the Americans with Disabilities Act (ADA) of 1990, the Americans with Disabilities Act Amendments Act (ADAAA) of 2008, and Section 504 of the Rehabilitation Act of 1973, the College is required by law to provide sign language interpreter services. The College provides accommodations to students with documented disabilities to ensure their full access to course materials and activities.

Students must complete an intake interview with the Access and Disability Resource Center (ADRC) staff and provide the appropriate medical documentation. The extent of services provided depends on the number of students who attend in a given year and the extent of their participation in credit and non-credit courses and activities at Oakton.

The Board approved a 3-year contract to Chicago Area Interpreter Referral Services (CAIRS) in June 2019, and this contract is set to expire in June 2022. The College is evaluating whether the costs will exceed \$25,000 as more students are taking online courses, and the national trend of declining enrollment. Any proposals exceeding \$25,000 will be brought to the Board for approval.

p) Central Dispatch Renewal – Multi-Year Contract

The College has been using a centralized dispatch system with the National Association of Campus Security Administrators (NACSA) since 2018. NACSA is an organization of college and university police departments that established a consolidated dispatch center that functions in the same manner as larger consolidated or municipal dispatch centers. Oakton was one of 8 schools that participated in this dispatch program, and today there are 21 schools. Central dispatch is critical in timely incident response when officers are on patrol or when public safety guards are working on other tasks.

NACSA's central dispatch center is staffed 24 hours/day, 7 days/week, 365 days/year. Dispatchers answer emergency and routine calls for service from institutions participating in the program. The dispatchers will receive calls from the emergency phones at both campuses, make notifications during emergencies, and provide after-hours routing of calls for urgent issues. All dispatchers at NACSA undergo intensive field training and have received standard training for emergency dispatchers.

The Administration is looking at a multi-year contract with a fixed annual escalation of 3% and evaluating the current annual contract renewal. The multi-year contract will exceed \$25,000 and requires board approval. This service meets the criteria as a bid-exempt purchase under Illinois Public Community College Act Chapter 110, Act 805 (110ILCS 805/3-27.1).

Authorization to Approve Tentative Collective Bargaining Agreement between the Oakton Community College Board of Trustees and the Oakton Community College Adjunct Faculty Association (OCC-AFA)

The College has reached a tentative agreement on a four-year agreement with the Oakton Community College Adjunct Faculty Association (OCC-AFA). The agreement has been ratified by the membership of the Association, and is effective for the period from August 16, 2021 until the day before the start of the Fall 2025 academic term. The agreement requires approval by the Board of Trustees.

CH:nmi
5/2022

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the tentative agreement with the Oakton Community College Adjunct Faculty Association (OCC-AFA), effective for the period from August 16, 2021 until the day before the start of the Fall 2025 academic term.”

Authorization to Appoint Interim Director of Admission and Enrollment

The retirement of Ms. Michele Brown in June of 2022 creates a critical vacancy in the Admission and Enrollment Department. Given Mr. Roberto Valadez's extensive experience in Enrollment Management, the administration is recommending his appointment as Interim Director of Admission and Enrollment.

Mr. Valadez received his Master of Business Administration from North Park University; a Bachelor of Arts in International Relations from the University of Illinois Urbana-Champaign; and an Associate's Degree in Business Administration from Harper College. Mr. Valadez is a proud community college graduate with over 20 years of experience as a community college administrator and professional. He has worked in the community college system in Illinois and California. He also has an extensive background in strategically leading a portfolio of initiatives with measurable successful outcomes. As an innovative leader and educator, he blends research, theory, and practice to create the needed infrastructure for success. Mr. Valadez brings a collective approach in which coordination, synergy, and collaboration are at the center of creating and fostering a student success culture. As an enrollment leader, he has leveraged his experience to engage all community stakeholders to develop a holistic student success model using evidence-based practices to address and support the unique needs critical to successful student enrollment.

We are confident that Mr. Valadez will provide the leadership necessary during this transition.

CH:bv
5/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Mr. Roberto Valadez as Interim Director of Admission and Enrollment effective June 27, 2022 at an annual salary of \$107,500."



**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535
COUNTY OF COOK AND STATE OF ILLINOIS
ADMINISTRATOR'S EMPLOYMENT CONTRACT**

This agreement, entered into by and between the Board of Trustees of Community College District 535, County of Cook and State of Illinois, a body politic and corporate, hereinafter referred to as the "Board" and Roberto Valadez hereinafter referred to as the "Administrator;"

WITNESSETH:

Whereas, pursuant to the Administrator's application, the Board's President has recommended the administrator's appointment as Interim Director of Admission and Enrollment of the Board's College, and the Board has approved such recommendation;

Now, therefore, it is agreed by and between the Board and the Administrator as follows:

1. The Administrator is appointed Interim Director of Admission and Enrollment of the Board's College starting June 27, 2022. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board policy and the job classification manual, as revised from time to time, and such other related duties as are assigned from time to time by or at the direction of the Board of Trustees and the President. In consideration for services rendered by the Administrator, the Board shall pay the Administrator a salary at an annual salary of \$107,500 in accordance with the Board's salary policies and procedures and the conditions therefore, currently in effect or as may hereafter be modified.
2. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
3. This contract and services rendered are subject to all applicable Constitutional provisions and the Illinois Revised Statutes, and any provisions contrary to these documents may be considered void without invalidating the remainder of the contract.
4. This contract guarantees the administrator the rights of procedural due process.
5. This agreement shall not be effective unless it is signed and returned to the President within ten days of its issuance.

Dated and returned this _____ day of _____ 2022 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on May 24, 2022.
(Agenda Item 5/22-14)

Board of Trustees of Community College
District 535, County of Cook and State of Illinois

President

Oakton Community College does not discriminate on the basis of race, color, creed, religion, national origin, disability, age, sex, marital status, military status, socioeconomic status, sex or gender, gender identity, or sexual orientation in admission to and participation in its educational programs, college activities and services, or in its employment practices.

Inquiries regarding compliance with state or federal nondiscrimination requirements may be directed to the Assistant Vice President, Student Affairs/ Dean, Access, Equity and Diversity, Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois, 60016, or to the Director of the Office for Civil Rights, Department of Education, Washington, D.C.

Authorization to Hire Assistant Director of Enrollment for Equity Outreach

The administration is recommending the hire of Ms. Ella Whitehead for the Assistant Director of Enrollment for Equity Outreach. The search began on October 22, 2021 with postings on the Oakton Community College website, LinkedIn (linkedin.com), Historically Black Colleges and Universities (hbcuconnect.com), Hispanic Association of Colleges and Universities (hacu.net), Diverse Jobs (diversejobs.net), Inside Higher Education (insidehighered.com), Higher Education Jobs (higheredjobs.com), Illinois Unemployment (illinoisjoblink.illinois.gov), NACUBO -- National Association of College & University Business Officers, and the Chronicle of Higher Education (jobs.chronicle.com).

There were one hundred and forty-one applicants for the Assistant Director of Enrollment for Equity Outreach. The search committee conducted eight semi-finalist interviews, and selected four candidates for on campus interviews with a number of employee groups, including the CHRO, Dean of Enrollment Management, Enrollment Management Administrative Team, Enrollment Management Leadership Team, President's Council, President Smith, and Dr. Karl Brooks as well as an open forum session for college administrators, faculty, and staff.

Ms. Ella Whitehead has a Master of Arts in Human Resource Development from Northeastern Illinois University. Ms. Whitehead is currently the Manager of the Career and Transfer Center at Oakton Community College. She is responsible for Academic Partnerships, Equity Initiatives and Outreach, Program Assessment and Management of Strategic Planning, and Leadership, and Workforce Development and Community Engagement. Ms. Whitehead is also a member of the Chicago Career Professionals Network, and the Illinois Community College Career Services Professionals.

CH:bv
5/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Ms. Ella Whitehead as Assistant Director of Enrollment for Equity Outreach effective June 6, 2022 at an annual salary of \$92,000. That salary will be prorated for the period of June 6, 2022 through June 30, 2022."



**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535
COUNTY OF COOK AND STATE OF ILLINOIS
ADMINISTRATOR'S EMPLOYMENT CONTRACT**

This agreement, entered into by and between the Board of Trustees of Community College District 535, County of Cook and State of Illinois, a body politic and corporate, hereinafter referred to as the "Board" and Ella Whitehead hereinafter referred to as the "Administrator;"

WITNESSETH:

Whereas, pursuant to the Administrator's application, the Board's President has recommended the administrator's appointment as Assistant Director of Enrollment for Equity Outreach of the Board's College, and the Board has approved such recommendation;

Now, therefore, it is agreed by and between the Board and the Administrator as follows:

1. The Administrator is appointed Assistant Director of Enrollment for Equity Outreach of the Board's College from June 6, through June 30, 2022. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board policy and the job classification manual, as revised from time to time, and such other related duties as are assigned from time to time by or at the direction of the Board of Trustees and the President. In consideration for services rendered by the Administrator, the Board shall pay the Administrator a salary at an annual salary of \$92,000 in accordance with the Board's salary policies and procedures and the conditions therefore, currently in effect or as may hereafter be modified. This salary shall be for the period June 6 through June 30, 2022.
2. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
3. This contract and services rendered are subject to all applicable Constitutional provisions and the Illinois Revised Statutes, and any provisions contrary to these documents may be considered void without invalidating the remainder of the contract.
4. This contract guarantees the administrator the rights of procedural due process.
5. This agreement shall not be effective unless it is signed and returned to the President within ten days of its issuance.

Dated and returned this _____ day of _____ 2022 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on May 24, 2022.
(Agenda Item 5/22-15)

Board of Trustees of Community College
District 535, County of Cook and State of Illinois

President

Oakton Community College does not discriminate on the basis of race, color, creed, religion, national origin, disability, age, sex, marital status, military status, socioeconomic status, sex or gender, gender identity, or sexual orientation in admission to and participation in its educational programs, college activities and services, or in its employment practices.

Inquiries regarding compliance with state or federal nondiscrimination requirements may be directed to the Assistant Vice President, Student Affairs/ Dean, Access, Equity and Diversity, Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois, 60016, or to the Director of the Office for Civil Rights, Department of Education, Washington, D.C.

Authorization to Hire Full-Time, Tenure-Track Faculty Members

The recommendation to hire Ms. Jayne Blacker and Dr. Wayne Marko to full-time, tenure-track faculty positions for the 2022-2023 academic year beginning in August 2022 was made after reviewing the College's need for faculty in Math and Earth Science.

CH:vb
5/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 approves the attached resolutions for Ms. Jayne Blacker and Dr. Wayne Marko for the full-time, tenure-track faculty hires for the 2022-2023 academic year, beginning in August 2022. They will receive the salary associated with the lane and step described as follows:

<u>Name</u>	<u>Academic Rank / Assignment</u>	<u>Lane-Step, Base Salary</u>
Ms. Jayne Blacker	Associate Professor, Mathematics	B-3, \$58,798
Dr. Wayne Marko	Associate Professor, Earth Science	E-3, \$67,998."

Authorization to Hire a Full-Time, Tenure-Track Faculty Member

The recommendation to hire Jayne Blacker to a full-time, tenure-track faculty position in Math for the 2022-2023 academic year, beginning in August 2022, was made after reviewing the College’s need for faculty in Math.

The search began on December 1, 2021 with postings on the Oakton website and advertisements in the Chronicle of Higher Education, Chicago Diversity, and Compact for Faculty Diversity. The position opening was also posted on various websites including LinkedIn, hbcuconnect.com (Historically Black Colleges and Universities), hacu.net (Hispanic Colleges and Universities), diversejobs.net, insidehighered.com, higheredjobs.com, illinoisjoblink.illinois.gov, Faculty Mathematical Association of America, and Higher education Recruitment Consortium.

There were fifty-four applicants for the Math position. The search committee conducted six virtual interviews for this search, and selected two finalists to interview with Dr. Robert Sompolski Dean of Science, Technology, Engineering and Mathematics (STEM) and Health Careers, and Dr. Ileo Lott, Provost and Vice President for Academic Affairs. A recommendation of hire was made to hire Ms. Jayne Blacker for a full-time, tenure-track Math faculty position.

Ms. Blacker is currently an Adjunct Faculty member at Oakton Community College. Her credentials include a Master of Arts in Mathematics Education from DePaul University and a Certification of Online Education from the University of Wisconsin-Madison. She continues to engage in professional development activities with the Metropolitan Mathematics Club of Chicago as well as the American Mathematics Association of Two-Year Colleges.

CH:vb
5/2022

President’s Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Ms. Jayne Blacker for the 2022-2023 academic year beginning August 2022:

<u>Name</u>	<u>Academic Rank / Assignment</u>	<u>Lane-Step, Base Salary</u>
Ms. Jayne Blacker	Associate Professor, Mathematics	B-3, \$58,798.”

Authorization to Hire a Full-Time, Tenure-Track Faculty Member

The recommendation to hire Dr. Wayne Marko for a full-time, tenure-track faculty position in Earth Science for the 2022-2023 academic year, beginning in August 2022, was made after reviewing the College’s need for faculty in Earth Science.

The search began on July 15, 2021 with postings on the Oakton Community College website and advertisements in the Chronicle of Higher Education, Chicago Diversity and Compact for Faculty Diversity. The position opening was also posted on various websites including LinkedIn, hbcuconnect.com (Historically Black Colleges and Universities), hacu.net (Hispanic Colleges and Universities), Diversejobs.net, Insidehighered.com, Higherjobs.com, illinoisjoblink.illinois.gov, University Jobs, Academic Careers, and Higher Education Recruitment Consortium.

There were thirty-eight applicants for the Earth Science position. The search committee conducted seven virtual interviews for this search and selected three finalists to interview with Dr. Robert Sompolski Dean of Science, Technology, Engineering and Mathematics (STEM) and Health Careers, and Dr. Ileo Lott, Provost and Vice President for Academic Affairs. A recommendation was made to hire Dr. Wayne Marko for a full-time, tenure-track Earth Science faculty position.

Dr. Marko is currently an Adjunct Faculty member at Oakton Community College. He earned his Ph.D. in Geosciences from Texas Tech University, Lubbock Texas. His interest in implementing activities that take advantage of Oakton’s nanotechnology equipment will support the new Nanotechnology Concentration that will appropriately guide our science students into the 2nd quarter of the 21st century.

CH:vb
5/2022

President’s Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Dr. Wayne Marko for the 2022-2023 academic year beginning August 2022:

<u>Name</u>	<u>Academic Rank / Assignment</u>	<u>Lane-Step, Base Salary</u>
Dr. Wayne Marko	Associate Professor, Earth Science	E-3, \$67,998.”

Acceptance of Administrator Retirements

Ms. Michele Miller-Brown Director, Admission and Enrollment, and Dr. Cheryl Warmann, Registrar, Director of Student Financial Support have provided the College with their notice of retirement under the provisions of College retirement policies for administrators.

CH:nmi
5/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 accepts the following administrator retirements:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Ms. Michele Miller-Brown	Director, Admission and Enrollment	June 30, 2022
Dr. Cheryl Warmann	Registrar/Director of Student Financial Support	April 30, 2023."

Acceptance of an Administrator Retirement

Ms. Michele Miller-Brown Director, Admission and Enrollment has provided the College with her notice of retirement under the provisions of College retirement policies for administrators, effective June 30, 2022.

Ms. Miller-Brown has served the College in an exemplary manner, and we wish her well in her future endeavors.

CH:nmi
5/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

“Be it resolved that the Board of Trustees of Community College District 535 accept the retirement of Ms. Michele Miller-Brown Director, Admission and Enrollment effective June 30, 2022.”

Acceptance of an Administrator Retirement

Dr. Cheryl Warmann, Registrar, Director of Student Financial Support has provided the College with her notice of retirement under the provisions of College retirement policies for administrators, effective April 30, 2023.

Dr. Warmann has served the College in an exemplary manner, and we wish her well in her future endeavors.

CH:nmi
5/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

“Be it resolved that the Board of Trustees of Community College District 535 accept the retirement of Dr. Cheryl Warmann, Registrar, Director of Student Financial Support effective April 30, 2023.”

Acceptance of a Faculty Retirement

Under the provisions of the current Oakton Community College contract (Contract) between the Board of Trustees and the Oakton Community College Faculty Association (OCCFA-IEANEA), the following faculty member has submitted his intent to retire:

<u>Faculty Member</u>	<u>Discipline</u>	<u>Retirement Date</u>
John Stryker	Distinguished Professor, Coordinator, Computer Information Systems Program Chair, Computer Technologies and Information Systems Division of STEM and Health Careers	July 31, 2022

The faculty member has met the requirements for retirement under the Oakton Community College Faculty Association contract, Article 15.2.

We congratulate John Stryker for his many years of exemplary service to the College and wish him well in his future endeavors.

CH:nmi
5/2022

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 accepts the retirement of John Stryker.”

Approval of New Unit of Instruction

The Illinois Community College Board (ICCB) rules require the College to submit extensive documentation, including Board of Trustees approval, when a “new unit of instruction” is proposed. The College is proposing a new healthcare certificate, a 16-credit hour **Patient Care Technician (PCT) Certificate**.

The PCT Certificate program is intended for individuals who are either seeking entry level employment in health careers, who have a certificate already embedded within the PCT Certificate and want to broaden their skill base, or for those who are determining if health careers is a possible career. Completers of the PCT Certificate will be eligible for entry level positions in a wide range of settings that require hands-on patient care. This includes, but is not limited to, hospitals, rehabilitation clinics, skilled nursing facilities, home care agencies, and dialysis clinics. Because PCTs are skilled in phlebotomy, ECG, and as certified nursing assistants, they are prepared to explore other health careers for advancement including medical assistant, phlebotomist, nursing, and medical laboratory technician.

Oakton reviewed an EMSI report for the associated Classification of Instructional Program (CIP) code, but this does include a wide range of similar job titles or other entry level healthcare careers. According to EMSI there is an expected 11% projected job growth regionally between 2014 and 2024. According to the Bureau of Labor Statistics for this general area, job growth is projected to increase 8% nationally, between 2020-2030. The top employers in Oakton’s region are in home care and long-term care facilities. The average hourly rate, \$15-20/hour (\$31,200-\$41,600), in the Chicagoland area is significantly higher than the national average, \$14.02/hour (\$29,000/year). Many employers within the Chicagoland area provide signing bonuses, benefits, tuition reimbursement, and career advancement. IDES’ Labor Workforce Innovation Area 7, Cook County, projections indicate 2917 jobs annual for this CIP code. The demand outpaces the graduation rate for CNAs. In 2019, ten institutions of higher education in Cook, DuPage, and Lake County offered CNA programs that graduated 2256 completers. Of those colleges, four offer PCT programs (credit and noncredit).

EMSI labor market data includes PCTs in the CNA data. Some job postings interchange CNA and PCT but Patient Care Technicians can do more than a CNA because they also gain technical skills in phlebotomy and ECG. Many of the job postings in Chicagoland hospitals clearly distinguish PCTs from CNAs. The pay range for PCTs based on job postings is between \$18.00-\$22.00/hour (\$37,440-\$45,760). All of the major healthcare providers in Oakton’s district and in the Chicagoland area are hiring PCTs.

Patient Care Technician Certificate, 16 credit hours

HIT 104	Medical Terminology	3 credits
BNA100	Basic Nurse Assistant Training	7 credits
PCT 101	Patient Care Technician	2 credits
MLT 107	Phlebotomy	4 credits

Stackability of Patient Care Technician within Other Health Career Certificates

Credential	BNA 100	BNA 105	HIT 104	HIT 105	MLT 105	MLT 107	MLT 204	PCT 101	MAP 120	MAP 207	MAP 180	MAP 185	MAP 230	MAP 260
<i>Patient Care Technician Certificate</i> 16 credits	x		x			x		x						
<i>Basic Nursing Assistant Certificate</i> 7 credits	x	x												
<i>Phlebotomy Certificate</i> 10 credits			x		x	x	x							
<i>Medical Assistant Certificate</i> 28 credits			x	x	x	x	x		x	x	x	x	x	x

Note:

HIT-Health Information Technology
 MLT – Medical Laboratory Technician
 BNA – Basic Nurse Assistant Training
 PCT – Patient Care Technician
 MAP - Medical Assistant Program

IL:rw
5/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following new unit of instruction: Patient Care Technician Certificate.”

Preview of New Unit of Instruction

Illinois Community College Board (ICCB) rules require the College to submit extensive documentation, including Board of Trustees approval, when a “new unit of instruction” is proposed. The College is proposing a new Supply Chain Automation certificate, a 14-credit hour **Robotics and Vision Technician Certificate**.

The Robotics and Vision Technician Certificate program is intended for individuals who are either seeking entry level employment in industrial automation and robotics, mechatronics, or manufacturing or for individuals already working in the industry but are looking to upskill to include programming and troubleshooting robotic systems. Completers of the Certificate will be eligible for entry level positions in automation, manufacturing, machining, and welding. The Robotics and Vision Technician Certificate program prepares students to follow industrial robotic safety procedures, create and simulate robotic operation programs, integrate machine vision with automation systems, and to develop PLC programs to control the operational sequences of automated processes.

Oakton reviewed an EMSI report for the associated Classification of Instructional Program (CIP) code, Manufacturing and Engineering, so this does include a wide range of similar job titles. According to EMSI there is an expected 5% projected job growth statewide between 2014 and 2024. According to the Bureau of Labor Statistics for this general area, projected job growth within this CIP code varies from 2% decreases to 18% increases nationally, between 2020-2030. In the Chicagoland region, robotic technicians start at \$21/hour (\$43,680/year).

**Stackability* of the Robotics and Vision Technician Certificate into the Parent Degree:
Supply Chain Automation AAS Degree**

Credential	MFG 102	MFG 112	MFG 120	MFG 135	MFG 210	MFG 220	MFG 225	MFG 240	MFG 245	ELT 101	ELT 107	MEC 220
Robotics and Vision Technician Certificate 14 credits		x			x	x		x				
Supply chain Automation Degree (Major Requirements)	x	x	x	x	x	Elective option	x	x	x	x	x	x

Note: MFG – Manufacturing, ELT – Electronics, MEC – Mechanical Design

*The Robotics and Vision Technician Certificate also stacks into the Advanced Mechatronics AAS Degree, Advanced Mechatronics Certificate, Automation Programming Certificate, and TMA Advanced Automation Certificate.

Acceptance of the Illinois Community College Board, Employment Connection Project (ECP) Grant

The Illinois Community College Board has granted Oakton Community College \$35,000 in funds to carry out the goals outlined with the Workforce Equity initiative. The purpose of this Employment Connection Project (ECP) is to enhance the connection of African American and low-socioeconomic students to employment through effective employer engagement. The ICCB, in partnership with the Workforce Equity Initiative (WEI) consortium of colleges, proposes to develop a strategy to strengthen the connection of WEI students, the African American population in particular, to employment opportunities within their communities.

The intent of the ECP is for the College to identify ways in which they will increase employment outcomes through participation in workshops and training. Initially, the College will address their plans to engage employers; how they will connect students completing the program to the employment industry in which they received training; and identify the employers who will help the college to achieve the goal of employment.

Oakton Community College has been awarded \$35,000 in funds to support this effort. The award period is May 1, 2022 through August 31, 2023. Jesse Ivory, Dean of Adult & Continuing Education and Marc Battista, Associate Vice President of Workforce Education, will administer the grant.

AG
5/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 accepts the amount of \$35,000 for the Employment Connection Project (ECP) from the Illinois Community College Board."