

Minutes of the Oakton Community College Board Meeting August 18, 2020

The 757th meeting of the Board of Trustees of Oakton Community College, District 535, was conducted virtually on Tuesday, August 18, 2020. President Joianne Smith and Vice President of Administrative Affairs, Edwin Chandrasekar were physical present at the Des Plaines campus, 1600 E. Golf Road.

Closed Session – Call to Order and Roll Call

At 5:00 p.m., Chair William Stafford called the meeting to order. All members of the Board participated in the meeting virtually.

Trustee Toussaint called the roll:

Mr. William Stafford	Chair	Present
Mr. Paul Kotowski	Vice Chair	Present
Ms. Marie Lynn Toussaint	Secretary	Present
Dr. Gail Bush		Present
Ms. Martha Burns		Present
Mr. Benjamin Salzberg		Present
Dr. Wendy Yanow		Present
Ms. Karen Suarez		Present

Chair Stafford asked for a motion to go into closed session under the following exceptions to the Illinois Open Meetings Act: the purpose of considering the appointment; employment; compensation; discipline; performance; dismissal of employees; pending litigation; and purchase or lease of real property for the use of the public body. Trustee Kotowski made the motion, which was seconded by Trustee Bush.

Trustee Toussaint called the roll:

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

Also in attendance: Dr. Joianne Smith, President and Mr. Edwin Chandrasekar, Vice President, Administrative Affairs, were physically present. Dr. Karl Brooks, Vice President for Student Affairs, Dr. Ileo Lott, Vice President for Academic Affairs, and Dr. Colette Hands, Associate Vice President and Chief Human Resources Officer, were present virtually.

At 6:25 p.m., Chair Stafford asked for a motion to adjourn the closed session meeting. Trustee Kotowski made the motion; seconded by Trustee Bush; a voice vote was called and the meeting adjourned.

Open Session and Roll Call

Chair Stafford called the regular meeting of the Board of Trustees to order at 6:35 p.m.

Trustee Toussaint called the roll:

Mr. Stafford	Chair	Present
Mr. Kotowski	Vice Chair	Present
Ms. Toussaint	Secretary	Present

Mr. Salzberg	Present
Ms. Burns	Present
Dr. Bush	Present
Dr. Yanow	Present
Ms. Suarez	Present

Pledge of Allegiance – Dr. Ileo Lott

Approval of Minutes

Chair Stafford asked for a motion for the approval of the minutes of the June 30, 2020 regular Board meeting; Trustee Kotowski made the motion, which was seconded by Trustee Salzberg.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

Statement by the President

Dr. Smith thanked the fifty-nine people who joined the virtual Board meeting via Zoom, including Greg Hamill, President of the Full-time Faculty Association; Kathleen De Courcey, President of the Classified Staff Association; and Cheryl Thayer, President of the Adjunct Faculty Association.

Yesterday was the official kick off to the start of the 2020-2021 academic year. Obviously, this year is unlike any other as we were not able to gather for our annual All College Breakfast, but did our best to create a virtual Opening Day. Dr. Smith thanked the over 400 people who participated in the Opening Day, including Chair Stafford, and to those who put it all together. Dr. Smith recognized that this is not the way that any of us would have hoped to start the year as normally, we begin the academic year refreshed and renewed, excited about the first day of school, but this year everybody at the College is exhausted. She is grateful for the continued commitment of everyone, but also recognizes that faculty, staff and administrators are tired. Although we remain physically distant, she is confident that we will continue to remain connected to each other and our students. We will find ways to be stronger together on the other side of this pandemic.

Dr. Smith offered condolences to Kristin Wirth, Procurement Assistant, on the passing of her mother Ruth, and to Larry Williams, Information Technology, Senior Business Analyst & Applications Developer, on the sudden passing of his father Larry Williams, Sr. Congratulations were offered to Olga Cedrina, Assistant Professor of Math, whose daughter Amelia was born on August 13. Earlier today, the Board had a special planning meeting to talk about their goals for the year. Also at that meeting, past Chair Ben Salzberg was presented with a plaque thanking him for his past year of service as Chair of the Board. Dr. Smith offered congratulations to Oakton PTK student Shaked Gafni who was recognized as a 2020 Coca-Cola Leader of Promise Scholar, and will receive a \$1,000 scholarship. In addition, Angel Mary, Oakton's new Phi Theta Kappa (PTK) president, was named to the 2020 All State Academic Team. Oakton was honored by the National Junior College Athletic Association with two teams achieving Academic Team of the Year status, and seven student-athletes earning distinction for their individual academic achievements. Teams with a 3.0 GPA or higher qualified for academic excellence. The Oakton men's golf team boasted an overall GPA of 3.31, while the volleyball squad accumulated a 3.05 GPA. In addition, seven student-athletes earned Academic All-American honors. Landing on the second team were sophomore volleyball player Annika DeHorn, and freshman women's soccer player Mahima Khanal. Third team

recipients include the following student-athletes, listed by sport: Jalen Avery, freshman, baseball; Joseph Gabel, sophomore, baseball; Grant Lalla, sophomore, baseball; Henry Huynh, sophomore, men's soccer; Emily Tracy, freshman, volleyball. Dr. Smith thanked Christine Paciero, Senior Manager of Athletics and the Oakton athletics department who support our students' academic, athletic and personal development. In July, the College held our first virtual commencement ceremony for sixty-one Maine township students who graduated from high school, and completed a BNAT certificate. Dr. Smith thanked Anne Brennan and Cindy Nijmeh from the Office of College Transitions, and Jhosa Pagulayan, Chair of the BNAT program, for supporting these students. This was a first for Oakton, to graduate high school students who also earned a credential at the College simultaneously. There are many opportunities for professional development this week and Dr. Smith looks forward to continuing to see many in Zoom professional development as we look at ways to achieve our goals together.

Education Foundation Liaison Report

Chair Stafford, liaison to the Oakton Educational Foundation, thanked Katherine Sawyer for her leadership in helping to institute a new Educational Foundation Board under the leadership of Carl Costanza. There are new best practices in place, and the Board will now take part in the process to develop an MOU between the Board of Trustees and the Educational Foundation Board to further modernize both of their practices and missions. The work that has been done with the support of the staff has helped to reinvigorate the Foundation's Board membership. Both Boards have been wonderful partners in the past, and they will now be more effective partners in the future.

Student Trustee Report

Student Trustee Karen Suarez reported that students are finalizing their fall schedules. Regarding new resources, the Wellness Center continues to operate remotely providing students with individual counseling and support groups. Oakton Admission specialists are available to chat live about the credit enrollment process. Chromebooks and technology assistance are still available to students. Academic advising is available virtually until August 24. Each department at Oakton has established different guidelines for how they will proceed going into the fall semester; some will continue to provide services remotely, while others will expand to in person services through scheduled appointments. For more information on specific departments not previously mentioned, please refer to oakton.edu/coronavirus under the section labeled "Student Information and Services". Activities this past month have included the Transfer Prep Night, which was held on August 4, to discuss Oakton's partnerships with different academic institutions and provide an opportunity for Q&A with college representatives. PTK is posting weekly introduction videos for the incoming officers, and they have begun working on their Honors in Action project. TRIO created congratulatory posts for each of their TRIO graduates to recognize their achievements. The Oakton garden continues to update us through their "Keeping It Green" blog. The ANDALE program completed their preparation for the hiring process of their new coordinator, and the SGA completed their training sessions for the summer and are beginning their major fall projects. All of these activities can be found on Oakton's Instagram and Facebook pages.

Comments by the Chair

Chair Stafford commented that it was wonderful to be at the academic year kick off. He said that he missed the usual buzz of the faculty and the excitement of getting together to kick off the year. On a personal note, Chair Stafford noted that his parents were teachers who became education administrators, and his son is a high school math teacher, both noble and critical professions. Consequently, so he knows firsthand, the excitement of the beginning of the school year. Chair Stafford commented that one of his motivations for being on the Board is to try to assist what he considers, and will continue to consider, a world-class faculty. He thinks that especially at Oakton, we are doing God's work. We are moving people out of poverty and immigrants into the middle and upper class of society. There are no other institutions in higher education that do that work like community colleges. Chair Stafford said that he knows that these are hard times. He has talked with several administrators at the kickoff, who have not taken any kind of vacation. He said that he knows many teachers have not had vacations, no real break, and on behalf of the Board, he appreciates the stellar work they do, and he hopes they hang in there. It is a physiologically hard time for all of us and he appreciates the work that the administrators and the staff does. Oakton is a fabulous institution, but he understands that people are under stress. Chair Stafford

noted that the Board appreciates all that the employees are doing, especially for students, but they are also being realistic in terms of the issues that both employees and the Board are facing.

Trustee Comments

Trustee Bush commented about the Commencement video. She commended everybody who planned and worked on it, as it truly came across as a very warm and meaningful ceremony. It was so important to make that as meaningful as it was and it was truly well done. Trustee Bush also thanked everyone who participated, especially Student Trustee, Karen Suarez, who was the shining star, who gave an excellent and eloquent presentation and you could tell that she spoke from her heart. Hearing from students is always a reminder to the Board of why we are doing what it is that we are doing.

Board Report: Covid-19 Response Update

Dr. Smith introduced Dr. Ileo Lott, Vice President for Academic Affairs, and Dr. Colette Hands, Chief Human Resources Officer, to report on the College's Covid-19 planning and processing for the fall semester. Dr. Hands began by thanking Dr. Smith and the Board of Trustees for allowing Dr. Lott and herself the opportunity to highlight the work being done at the College to ensure continuity of service during the uncertainty of Covid-19. In March 2020, Governor Pritzker issued a stay at home order due to the rising cases of Covid-19. The College closed on March 13 and quickly needed to decide what to do next, keeping in mind the health and safety of our employees, students and communities. This was something that the College had never planned for, a pandemic. We can plan for a flood, but a pandemic was not in our playbook. Decisions needed to be made quickly and efficiently to support the operations and business functions of the institution. This included making decisions when state and local guidance was changing on a daily basis. To that end, they highlighted the strategy for safely ensuring instruction and service at the College; the timeline, which included a phased approach to our return; highlighted the six focus areas of Oakton's plan; and wrapped up by discussing elements of the fall semester and beyond.

President Smith assembled a Return to Campus Task Force with a very specific focus in mind. The focus and direction was to bring together subgroups that would help inform Task Force recommendations for the return to campus plan. The subgroups included representation from a variety of stakeholder groups of the College including administrators, faculty and staff. Each of the key members of the Task Force gathered several critical points of information, perspectives and recommendations that were central to the plan. As the Task Force worked and discussed the assignment of creating a comprehensive plan, our guiding principles and objectives were clear; employee and student health and safety always came first. Students rely on us to provide quality education and services and we need to make every effort to gather input and feedback and make decisions that balance employee personal needs with business needs, government mandates, and public health guidance.

Dr. Lott began by providing context as how the Oakton Experience provided a foundation for our approach. We have been talking about the Oakton Experience for more than a year now and it is rooted in equity. We strive to help students successfully enter college, navigate college, grow academically and socially, and then transition to their desired next step. That is our promise and we were able to create an action plan through our CARES funding, virtual orientation, virtual advising, virtual instruction, Zoom teaching, town hall meetings, Commencement, absolutely wonderful tech support, online tutoring, the list goes on. We were able to stick to our values, stay socially connected, yet be physically distant. Dr. Lott noted that there was a five-phased plan. Phase one, campus needs discovery; Phase 2, preparation, Phase 3, preparing for limited services; Phase 4, that is where we are now, preparing for return to instruction and services, like we did for part of the spring and summer; and finally Phase 5, full services restored. When we do return to full services, it could look different. We have learned and advanced with some technology that we will not let go of when we come back to full service. Dr. Lott talked about the how the Task Force identified six focus areas to guide the plan: Academic Instruction, Student Services, Information Technology, Employees, Facilities, and Communication. There were many meetings with stakeholder groups. Critical instruction, biology, some of the things that we would not have known about if we did not have the right faculty and staff at the table helping us make these decisions. Regarding the academic instruction component, we are staying consistent with state guidelines, and that means that most of our

instruction is going to remain virtual. Most classes are in a synchronous or asynchronous format. We are listing these formats on our schedules. That way, students know when they sign up whether they want an asynchronous or synchronous section, as well as our faculty can choose whether they wanted to deliver that instruction synchronously or asynchronously. That was an important decision that was informed by students and faculty stating their preferences. We have limited in person lab and studio sections, limited CTE and health profession sections, and several of our classrooms have been enhanced to facilitate recorded and live video instruction. In the Student Services areas, we have in-person services that are available on campus by appointment. Areas such as Admissions, Bookstore, Cashier, Enrollment Services, Counseling, Health Services, Learning Center, Library, which is offering curbside pickup, and TRIO. We have resumed limited use of the testing centers. Information Technology (IT) has been phenomenal in helping faculty, staff and students manage through this time. There has been an intentional effort by them to get us what we needed. There are nearly 200 students receiving services such as access to Wi-Fi and Chromebooks. This summer there were nearly 120 students served. There was also support for faculty and staff; nearly 150 employees were provided with laptops, Wifi Hotspots, Webcams, and Chromebooks.

Dr. Hands next spoke about Facilities and the preparation for a safe environment before our employees returned to campus. Phases 1 and 2 were solely dedicated to campus preparation. Our director of Facilities, Joe Scifo, and our Facilities team, have worked tirelessly to review and develop policies and procedures related to OSHA and CDC guidelines around sanitizing and cleaning. Consideration has been given to building capacity and traffic flow in the building, the reorganization of classrooms, common areas and workspaces. Moreover, to that end, Mr. Scifo conducted walkthroughs of every department in all three of our buildings along with administrators, staff members, and faculty, to determine what safety measures were needed, including office and classroom reconfiguration, Plexiglas shields, directional signage and supplies for each area. We are grateful to the Facilities team for the continued hard work that they are doing to keep the campus safe and clean. Per Dr. Hands, employees are our most important resources. It was critical that we created and updated policies and procedures to support the way in which we move forward. The stay at home order was in place until the end of June, which meant that the majority of our employees were not allowed on campus from March 13 until June 30 unless authorized. Our IT team worked hard to support not only students, but as Dr. Lott mentioned, to support our employees and their technology needs as well, while working in a remote environment. Dr. Hands noted that President Smith often speaks of grace and flexibility during this time. Dr. Hands thanked all of the union leadership for their input and feedback that was provided on behalf of their membership, as well as the entire College community for their support in creating this plan. Dr. Hands highlighted specific safety measures and policies that were instituted to support our 'next normal'. We created a return to campus online orientation to help everyone with what to expect. With the help of IT, we created an electronic daily screening process for all employees, students and visitors. Team members in Human Resources (HR) have completed Oakton's contact tracing course to support our processes. We have moved to a mostly remote work environment for the fall. In addition, for those situations that call for it, there are employees that have leave options related to Covid-19. The plan also includes ongoing monitoring for our procedures. Our plan allows for flexibility and the ability to pivot should the state mandate require a change in our behaviors. Lastly, our communications team has done an excellent job in creating and messaging our institutional response to Covid-19. They have created a communications strategy focused on monitoring and informing our community. They have collaborated with all areas of the College to ensure that messaging has been clear, timely, and tells the Oakton story during these times. Their role has been critical in helping the College encourage and maintain employee engagement. Beginning March 13, they have provided information and regular communication to students and employees. There is a variety of communication methods such as our Coronairus@oakton.edu email address, virtual town halls, a return to campus guide, which is available on our website, and Oakton Matters has returned and will be an important form of communication in locating information.

Dr. Lott spoke about the state actions that are helping to guide our decisions. Our plan had to be informed by the state's Restore Illinois, which also is a five-phased plan; we are currently in Phase 4, revitalization. We were invited to be part of the ICCB's Return to Campus committee, and that committee allowed us to work with other colleges, looking at their plans and sharing our plans, in an effort to ensure a similar experience for students across the state. There is a strict adherence to IDPH (Illinois Department of Public Health) guidelines, and that

means that even with all the planning we have done, if the state decides to move back to Phase 3, we would have to immediately change our direction, similar to what happened in the spring. We know that the state's numbers are rising, and we will have to follow the guidance of the ICCB and IDPH and revisit our plans.

Dr. Hands stated that Planning Matters is an important institutional priority and as she mentioned previously, now that we have prepared the campus for fall semester, as classes begin on August 24, it is important that we are intentional about keeping everyone engaged. There are several ways in which we plan to do this: Opening Day, Orientation Week, Learning Day, the Employee Recognition, will take place this year but in a virtual format, and Professional Development will continue throughout the semester. Our Student Affairs team continues to engage our students. For orientation, the Office of Advising has been conducting virtual and enhanced orientation for our in-coming students. Advising continues to engage their students through virtual advising appointments. Between March 30 and August 14, the Advising team has conducted 4,842 advising appointments. They also in terms of weekly appointments, conducted 538 virtual advising appointments, a 67% increase over the week before. Our testing and tutoring department has continued to support students with virtual tutoring appointments and provide remote testing and placement exams. They also have welcome weekly activities planned for students. Dr. Lott provided recommendations for academic instruction for 2021 and noted that it is important to realize that because of how they have to plan, and the timing of when we have to make schedules for the spring, we start having this discussion right now. The recommendation is to follow the current guidance and have a spring semester that mirrors this fall semester. There isn't time in his opinion, to plan for a face-to-face spring section and then possibly have to reverse that because of the guidance of the state. Because faculty need to make those selections soon, students need to know that is our recommendation, that spring 2021 mirrors fall 2020, and we will continuously monitor where we are in terms of the state restoration plan and hopefully by next summer or fall, we are back to more face to face instruction. Currently, we are at approximately 14% face to face and 86% of online at this point. That would be the guidance for the spring as well.

Dr. Lott ended on a positive note, reading from a comment of one of our non-traditional students, who thanked his professor, Mario Borha, for the way he conducted his class this summer, noting that the level of care and concern he demonstrated was exceptional. Dr. Lott said that the note made him think about the Oakton Experience and the role that our faculty and staff play in delivering and facilitating this experience. Chair Stafford commented that he appreciated the presentation as it shows that there are a lot of moving parts in terms of administering and teaching in times like this and what a challenge it is. It is another layer that both the administrators and faculty have had to deal with and adjust to. Dr. Lott added that many of our faculty and staff are providing education to their own children at home at the same time and that is worth mentioning and commending them for, educating our students and their own students as well. Chair Stafford agreed.

Public Participation – None

8/20-1a Approval of Consent Agenda

Trustee Kotowski offered:

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

Trustee Salzberg seconded the motion; Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

8/20-1b Approval of Consent Agenda Items 8/20-2 through 8/20-8

Trustee Bush offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 8/20-2 through 8/20-8 as listed in the Consent Agenda.”

8/20-2 Ratification of Payment of Bills for June 2020 (Including Approval of Travel)

“Be it resolved that the Board of Trustees of Community College District 535 hereby ratifies expenditures and release of checks by the Treasurer of Community College District 535 in the amount of \$5,483,259.58 for all check amounts and for all purposes as appearing on a report dated June 2020.”

8/20-3 Acceptance of Treasurer’s Report for June 2020

“Be it resolved that the Board of Trustees of Community College District 535 receives for filing as part of the College’s official records, the report of the Treasurer for the month of June 2020.”

8/20-4 Authorization of Budget Transfers

“Be it resolved that the Board of Trustees of Community College District 535 approves budget transfers in accordance with Illinois Compiled Statutes 110 ILCS 805/3-20.1, as listed originally in the FY2020 Budget approved by the Board in June 2019:

Education Fund-01: \$2,008,526

to and from 01 accounts as listed on pages 3-13 of item 8/20-5 in the August 2020 agenda book

Operations & Maintenance Fund-02: 271,637

to and from 02 accounts as listed on pages 13-15 of item 8/20-5 in the August 2020 agenda book

O & M Fund (Restricted)-03: 15,000

to and from 03 accounts as listed on page 15 of item 8/20-5 in the August 2020 agenda book

Auxiliary Enterprises Fund-05: 232,045

to and from 05 accounts as listed on pages 15-17 of item 8/20-5 in the August 2020 agenda book

Total: \$2,527,208.”

8/20-5 Acceptance of Quarterly Report on Investments

“Be it resolved that the Board of Trustees of community College District authorizes the acceptance of the Quarterly Report on Investments for filing.

8/20-6 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 c, and hereby approves the expenditures in the amount not to exceed \$54,811.92 for all funds listed in items a, b and c.”

8/20-7 Supplemental Payment of Professional Personnel – Summer 2020

1. “Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$575,694.15 to the total amount of part-time teaching salaries paid during the 2020 summer semester; the revised total payment amount is \$1,712,545.60.”

2. “Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$106,406.01 to the total amount of faculty overload salaries paid during the Summer semester; the revised total payment amount is \$1,944,591.78.”

8/20-8 Approval of Clinical Practice Agreements

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

Physical Therapist Assistant:

Elevate Physical Therapy

HealthBridge of Arlington Heights.”

Trustee Yanow seconded the motion; Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

8/20-9

Consideration and Action on a Resolution Authorizing and Providing for an Installment Purchase Agreement for the Purpose of Financing Various Capital Projects in and for the District, and Authorizing and Providing for the Issue of Approximately \$20,035,000 General Obligation (Limited Tax) Debt Certificates, Series 2020, of the District Evidencing the Rights to Payment under such Agreement, Prescribing the Details of the Agreement and Certificates, and providing for the Security for and means of Payment Under the Agreement of the Certificates, and Authorizing the Sale of the Certificates to the Purchaser Thereof

Trustee Stafford offered:

“That the Board adopt the following resolution and the Certificate Resolution in its entirety:

Minutes of a regular public meeting of the Board of Trustees of Community College District 535, County of Cook and State of Illinois held virtually at 6:00 o’clock p.m. on The 18th day of August 2020. The meeting was called to order by the Chairman Stafford and upon the roll being called, William Stafford, the Chairman, and the following Trustees were allowed to attend the meeting by video or audio conference: William Stafford, Paul Kotowski, Marie Lynn Toussaint, Martha Burns, Gail Bush, Benjamin Salzberg, Wendy Yanow, and Student Trustee Karen Suarez. The Chairman announced that a proposal had been received from Huntington National Bank and its affiliates, for the purchase of the District’s General Obligation Limited Tax Debt Certificates, Series 2020, to be issued by the District pursuant to Section 17(b) of the Local Government Debt Reform Act, and that the Board of Trustees would consider the adoption of a resolution providing for an Installment Purchase Agreement for the purpose of financing various capital projects in and for the District, authorizing the issuance of said Certificates, evidencing the rights to payment under said Agreement and providing for the sale of said Certificates. The Chairman also summarized the pertinent terms of said proposal and said Certificates, including the length of maturity, rates of interest and purchase price for said Certificates. Whereupon Chairman Stafford presented the following resolution, copies of which were made available to all in attendance at aid meeting who requested a copy:

‘Resolution of Community College District 535, County of Cook and State of Illinois, authorizing and providing for an Installment Purchase Agreement for the purpose of financing various capital projects in and for the District, and authorizing and providing for the issue of \$20,035,000 General Obligation (limited Tax) Debt Certificates, Series 2020, of said Community College district, evidencing the rights to payment under such agreement, prescribing the details of the Agreement and Certificates, and providing for the security for and means of payment under the Agreement of the Certificates, and authorizing the sale of the Certificates to the purchaser thereof.’

Trustee Kotowski seconded the motion.

Chair Stafford noted that this is part of the process, taking advantage of the issuing bonds and also refinancing bonds due to the market structure, which is allowing for very affordable rates at this time.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

8/20-10 Authorization to Approve August Purchases

Trustee Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of the following agenda items for the purchase of the following:

Agenda					
<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>		<u>Amount</u>
8/20-11a	1	Flow Meter System Installation	Concept Plumbing, Inc.	\$	52,406.11
8/20-11b	1 - 2	Digital Asset Management System – Three-Year Contract	Bynder, LLC	\$	102,250.00
8/20-11c	1	Ratification of Flood Insurance Premium Coverage	Marsh USA, Inc.	\$	124,290.00
8/20-11d	1	Adobe Creative Cloud Software Lease and Support	Saitech, Inc.	\$	39,831.00
8/20-11e	1 - 2	Ratification of IT Licenses - Three Year Contracts	Zoom Video Communications, Inc.	\$	76,350.00
			CDW-G, LLC	\$	65,253.60
Grand Total				\$	460,380.71.”

Trustee Bush seconded the motion; Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

8/20-11 Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Grant Funded Amatrol Skills Boss Logistics Trainer; b) Skokie Parking Lot Repairs; c) Cognex Vision Systems for Machine Automation; d) Facilities Condition Assessment Study; e) Laptop Computers; and f) MITRIQ Software – Five Year Agreement.

8/20-12 Approval of Award of Tenure

Trustee Bush offered:
“Be it resolved that the Board of Trustees of Community College District 535, by the authority vested in it by the State of Illinois, hereby grants tenure, effective after the completion of the fall 2020 semester, to the following faculty:

Kristen Hren, Associate Professor of English; James Humenik, Assistant Professor of Law Enforcement; Harper Mazock, Assistant Professor of Biology; and Maria Montalvo, Professor of Early Childhood Education.”

Dr. Lott said that all four faculty members have been wonderful colleagues. They have been wonderful additions to our academic community and he is happy to make this recommendation. Chair Stafford congratulated the faculty.

Trustee Kotowski seconded the motion. Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

8/20-13 Acceptance of Grants

Trustee Salzberg offered:
"Be it resolved that the Board of Trustees of Community College District 535 accepts the following grants, 8/20-13a through 8/20-13f:

a.	U.S. Department of Education TRIO Student Support Services grant, year 1 of 5, in the amount of.....	\$348,561.00
b.	Illinois Secretary of State/Illinois State Library Literacy Office Volunteers in Teaching Literacy grant in the amount of.....	\$98,387.00
c.	Illinois Board of Higher Education Cooperative Work Study Grant in the amount of	\$35,650.54
	for a total of	\$482,598.54.”

Trustee Salzberg seconded the motion.

Dr. Smith said that we always love to receive grants, the TRIO grant in particular, is a highly competitive grant and she recognized the work of the TRIO staff, Esperenza Salgado-Rodriguez, Manager, TRIO student Support Services, Juletta Patrick, Assistant Vice President, Student Affairs, and Dean of Access, Equity and Diversity, and Al Grippe, Director, Grant Strategy and Development, for their hard work on this grant, which serves students in significant ways with

wrap around services that really has always modeled the Oakton Experience for TRIO students, and we hope that all of our students can benefit from it. We are very pleased to have yet again, been awarded this grant for five years.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

8/20-14

First Read of Policies 5103 and 6109

Trustee Salzberg offered:

“Be it resolved that policies 5103 and 6109 are under review and will be brought to the next regularly scheduled Board of Trustees meeting on August 18, 2020 for approval.”

Seconded by Trustee Toussaint.

Trustee Bush said that she appreciated and thanked Dr. Smith for including the procedures that she requested. On 8/20-14, page 3 of 4, at the bottom, Transcript Appeals (Forgiveness), she felt that there needed to be a correction as it shows 5104. Dr. Smith said that there is a Grade Appeal and Transcript Appeals, which is a separate policy, which was not changed, so it was not included. Trustee Bush noted that regarding Policy 6109, Student Credit for Learning Experiences, Prior Learning, we are not revising the procedure, P6109, consequently a revised date should not be noted on the document. Dr. Smith stated that the procedure is updated, and will go into effect after the revised policy is approved. The procedure comes from the policy, so the procedure is approved pending approval of the policy revision by the Board. The procedures revisions do not need the Boards approval. The Boards approval is of the policy, which is policy 6109 and then P6109, the procedures that correspond to it, which have gone through the academic policy and procedures committee process are approved. That is different because P5103 was not revised. Dr. Smith apologized for any confusion, Trustee Bush commented that it only matters that everything is correct.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

Adjournment

Chair Stafford noted that there will be a Special Board meeting on August 27 in relation to the funding of our bonds. There will also be a presentation relating to the cannabis curriculum with representatives from the industry. On September 15 (place and time to be determined), we will have our regularly scheduled Board meeting. In addition, there will be another Special Board meeting on September 29 that again relates to both the finalization of the funding of the bonds, but also a joint meeting with the Oakton Educational Foundation and facilitators to talk about our proposed MOU. Chair Stafford said that we have some busy times ahead, and he wanted to make everyone aware of those dates/meetings, which we will publish appropriate notices for.

At 6:40 p.m., Chair Stafford asked for a motion to adjourn the meeting, Trustee Kotowski made the motion, which was seconded by Trustee Salzberg.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.



William Stafford, Chair



Marie Lynn Toussaint, Board Secretary

ec

8/18/2020

A video recording of the meeting was made and may be viewed by calling the Media Services office at (847) 635-1998.