



**Minutes of the Oakton Community College Board of Trustees Meeting  
November 17, 2020**

The 760th meeting of the Board of Trustees of Community College District 535 was conducted virtually on November 17, 2020.

**Closed Session – Call to Order and Roll Call**

At 3:05 p.m., Chair Stafford called the meeting to order. All trustees attended virtually; Board Secretary 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, discuss minutes of meetings lawfully closed for the purpose of semi-annual review of minutes, and pending litigation. Trustee Salzberg made the motion, seconded by Trustee Kotowski.

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

Physically present in room 1502 at the Des Plaines campus, 1600 E. Golf Road, Dr. Joianne Smith, President and Mr. Edwin Chandrasekar, Vice President, Administrative Affairs. Attending virtually were Dr. Karl Brooks, Vice President, Student Affairs; Dr. Colette Hands, Associate Vice President, Chief Human Resources Officer; and Dr. Ileo Lott, Vice President, Academic Affairs.

At 3:45 p.m., Chair Stafford asked for a motion to adjourn the closed session meeting. Trustee Salzberg made the motion; seconded by Trustee Kotowski; 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 4:00 p.m. All trustees attended virtually.

Trustee Toussaint called the roll:

Mr. Stafford	Chair	Present
Mr. Kotowski	Vice Chair	Present
Ms. Toussaint	Secretary	Present
Ms. Burns		Present
Dr. Bush		Present
Dr. Yanow		Present
Mr. Salzberg		Present
Ms. Suarez		Present

Physically present in room 1506 at the Des Plaines campus, 1600 E. Golf Road, Dr. Joianne Smith, President; Mr. Edwin Chandrasekar, Vice President, Administrative Affairs; Ms. Dorothy McCarty, Cotter Consulting, and Mr. Philip Cronin, Senior Media Services Technician.

## **Pledge of Allegiance – Chair Stafford**

## **Approval of Minutes**

Chair Stafford asked for a motion for the approval of the minutes of the October 20, 2020 regular meeting of the Board of Trustees; Trustee Kotowski made the motion, which was seconded by Trustee Salzberg.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

## **Statement by the President**

Dr. Smith welcomed all to the Board meeting and noted that if we were all together she would ask everyone to introduce themselves, but in virtual meetings of this size, approximately forty people in attendance, it is difficult to do that. She did acknowledge in attendance Greg Hamill, President of the Full-time Faculty Association; Cheryl Thayer, President of the Adjunct Faculty Association; and Kathleen De Courcey, President of the Classified Staff Association.

Dr. Smith offered condolences to Tess Kaltakis, ESL instructor, whose husband passed away October 25; to Renee Marks, a CAB faculty member, on the passing of her husband Donald on October 31; to Kristin Wirth, Procurement Assistant, on the loss of her father on November 15; to the family of long time Educational Foundation member Harry Tankus who passed away on November 5; and to the family of Jerry Weber, former president at Kankakee Community College and College of Lake County, on November 11. Congratulations were offered to Eileen Cukierski, President's Office, and her husband Joe, on the birth of their fourth grandchild, third

born this year, Berrie Jane Cukierski on October 24; to Simi Khurana, Student Life and Campus Inclusion, on the birth of her daughter Aadya Marie Kell on November 4. Dr. Smith introduced and congratulated Oakton alumni Amelia Baldwin, joined the meeting virtually from Georgia where she is attending Emory University, as she was chosen as co-recipient for the ICCTA's 2020 Paul Simon competition. Kim Villanueva from ICCTA (Illinois Community College Trustees Association) and Bob Thompson, past president of ICCTA, joined the meeting to virtually present Ms. Baldwin with her award. Mr. Thompson introduced himself and presented the award to Ms. Baldwin, and noted her distinguished accomplishments. Dr. Smith asked Ms. Baldwin if she would like to read her essay, which she did. Dr. Smith recognized the Learning Day Committee for putting together a robust day of learning in a virtual environment on October 29. It was a day of collaboration, connection and deepening of our shared understanding about the important work that we are doing to create an Oakton experience that is grounded in evidence base best practices as well as Oakton's values. The TRIO program has been hosting a range of events celebrating first generation college students. The National First Generation College Student Open Mic was held on November 10 and there were several other first generation celebrations for students this week. International Education Week began on November 16; the theme this year is Glimpses of West Africa, the keynote address was given by Aida Benton, Ph.D. associate professor of Anthropology and African Studies at Northwestern University. There will also be a number of virtual sessions offered during the week. The Distinguished Alumni Celebration will be held virtually on November 19, where we will be celebrating our four new distinguished alumni. Finally as we approach the Thanksgiving holiday, which is going to be different for all of us this year, Dr. Smith expressed her gratitude to the Board and to the faculty, staff and administrators for the many ways, big and small, that they have worked together to help support the College and our students during this truly most unusual year.

### **ICCTA Liaison Report**

Trustee Bush welcomed from the ICCTA, past president, Bob Thompson, and Kim Villanueva, Director of Communication to the meeting. Trustee Bush reported that she attended the ICCTA's Board of Representatives meeting via Zoom on November 14, 2020. The meeting was presided by Jon Looney, president of Blackhawk College. President Looney reported on the roundtable held on Friday, November 13, 2020. Topics discussed included possible reverberations from the failure to pass the fair tax and actions considered by some colleges in response to the reduction in enrollment due to the pandemic, including reduction in staff and raising tuition. Enrollment is down 13.7% statewide with students over age 30, two times more in decline than other demographics. Conversely, graduations have increased by 36%. A recommendation was made to reach out to legislators via email, to meet with legislators via Zoom, to request that legislators guest lecture via Zoom, and to plan town halls via Zoom – all responses to the Association of Community College Trustees Legislative Summit going virtual in February 2021. Executive Director Jim Reed reported on the addition of a member from ICCTA joining the ICCB (Illinois Community College Board) and the IBHE (Illinois Board of Higher Education) Strategic Plan Advisory Committee. Our legislative goals continue to include equitable funding that includes job training programs; equity in higher education; MAP funding set aside for community colleges; baccalaureate degrees; and funding for capital construction projects. Mr. Reed remarked that ongoing hearings are dedicated to education and workforce development, the second pillar of the Illinois Legislative Black Caucus' agenda to rid Illinois of systemic racism. Senate Majority Leader Kimberly A. Lightford (D-Maywood) joined the Senate Education and Higher Education Committees for a hearing focused on equitable funding and affordable models for free tuition for Illinois college students. The Illinois Council of Community College Presidents, President Sylvia Jenkins, reported on marketing that highlights community colleges as equitable, affordable, and accessible. ICCB Executive Director Brian Durham reminded us that mitigations from the Governor and Illinois Board of Public Health do not apply to community colleges – those plans are approved by ICCB.

### **Educational Foundation Liaison Report**

Chair Stafford reported that the Educational Foundation has raised nearly \$150,000 in fiscal year 2021 to date, approximately thirty percent to our goal. Recent gifts of note include: a \$35,000 gift to the Wentcher Foundation to support ten scholars who are enrolled at Oakton this fall; a \$5,000 gift from Judith and Ernest Simon to

support the Student Success Emergency Fund; a \$3,000 gift from Destiny Solutions Inc. of Toronto, Ontario, to start a current use scholarship to support students who have financial need and are taking continuing education classes; a \$3,000 gift from an anonymous donor to support the Student Success Fund and the Robin Vivona Memorial Scholarship; and, a \$1,000 gift from retired faculty member Dr. Holly Graff and her husband Thomas Simonds, to support the Graff-Stacewicz Public Intellectuals Honors Scholarship, which was formed by colleagues who wished to honor Dr. Graff and Professor Stacewicz's retirement. The fund is building the endowment level and will support students who are active participants in the Oakton Honors Program. While the Foundation had to cancel their annual Donor Stewardship Brunch this spring, virtual meetings are taking place between scholarship fund founders, the Foundation staff, and their student recipients throughout November and December. Last weekend, two generations of the Hendrikson family connected across three time zones to meet the two students who are currently enrolled in health care programs with the support of the scholarships in their parents' names. On a sad note, Emeritus Director Harry Tankus passed away on November 5 at the age of 99. As a neighbor to Oakton's first location in Morton Grove, he was instrumental in developing a wonderful collaboration with the College that continues today. The Memorandum of Understanding working group has met twice and made excellent progress in drafting an agreement. Attorney's Julie Fenton from the Foundation Board, and Paul Kotowski, from the Board of Trustees, led the discussion and did a great job. The group will meet once again in early-December to finalize their recommendations, and again in January for input and comment. Chair Stafford invited all to attend the virtual 2020 Distinguished Alumni Ceremony on November 19 to recognize four outstanding Oakton alum who are being honored as 'distinguished.' Registration is free and can be found at [Oakton.edu/alumni](http://Oakton.edu/alumni).

### **Evanston Task Force Report**

Trustee Burns began by congratulating Oakton alumni Amelia Baldwin on her award and is very impressed with her perseverance. Trustee Burns reported that the Evanston Task Force are having robust, honest, authentic, and genuine conversations with many people in the Evanston community, that are joining us to figure out what it is that Oakton needs to do in order to attract and retain African American males. She thanked the members of the Task Force, Dr. Ileo Lott, Dr. Karl Brooks, Mr. Shedrick Daniels, Trustee Wendy Yanow and Dr. Smith for their participation and input. The conversations are very stimulating and Trustee Burns thinks as they continue they will come closer to knowing what it is that we need to do in order to have an initiative or program that can be a model for all students at Oakton. Trustee Burns wants all to know that the Task Force is on track, and that they are listening, hearing, and enjoying what they are doing.

### **Student Trustee Report**

Student Trustee Suarez congratulated Ms. Baldwin on her award. While at Oakton, Ms. Baldwin was in Phi Theta Kappa (PTK) and even being an alumni, she still serves as a role model to Oakton's chapter. She thanked Ms. Baldwin for the work that she did while she was at Oakton, and told her that her impact spreads far wider than she may think. Registration for Winter and Spring courses opens November 18. The Wellness Center is providing dedicated spaces on campus for students who do not have the privacy at home to meet with their counselors, and the Library has been active on their social media pages providing resources for students such as an online citation research guides. Several clubs are starting to host their first meetings of the semester, updates on those meetings can be found on the Student Life D2L shell. UNICEF held a virtual Trick-or-Treat box where community members could donate to provide nutrition, water, and medical supplies to children in need across the world. The Student Government Association continues its search for new senators, if interested please email [sga@oakton.edu](mailto:sga@oakton.edu). Oakton hosted an online CannaBiz Job and Resource Fair on November 12. On November 18, PTK is hosting an online fundraiser with Panda Express where you can order online at any location using their code to support their organization. PTK held their first ever Virtual Induction Ceremony on November 6. Trustee Suarez thanked President Smith and Trustee Bush as well as the many others who were able to attend to celebrate the success of the new inductees. Officer Training Workshops are being held by the Office of Student Life to train student officers on their duties as student leaders especially now in a virtual environment, specific dates and registration information can be found on the Student Life D2L shell. A Virtual Community Resource Fair was

held on November 11 where students could learn about local agencies addressing homelessness, food insecurity, mental health, and physical health. The week of November 8 was National First Generation College Student week; TRIO hosted a variety of online activities celebrating the success of first generation students at Oakton. Multiple virtual college visits have also been provided by TRIO, for Southern Illinois University. TRIO has also been hosting a variety of workshops from Financial Literacy to Time Management. To stay on top of those dates follow Oakton TRIO on their social media pages. Specific event information as well as registration links can be found throughout Oakton's Instagram and Facebook pages as well as the Student Life and Campus Inclusion D2L shell.

### **Student Spotlight**

Dr. Smith noted that at the Board retreat in August, the Board requested to hear from student voices. Every month the Board is inspired by hearing from our Student Trustee Karen Suarez, but the Board continues to want to hear from additional students. Moving forward, this will be a standing item on the Board agendas. Dr. Smith thanked the Office of Student Life for helping to identify students, and today's Student Spotlight is going to be Amelia Baldwin who earlier shared her experience at Oakton. Dr. Smith thanked Ms. Baldwin for joining the meeting from Emory University in Georgia and told her that she has made the College proud.

### **Comments by the Chair**

Chair Stafford commented that the community college story like Ms. Baldwin's can be found time and time again. He told the audience about meeting a young man who went to Northshore Community College, received his degree and he is now number two in charge of cybersecurity for Guaranteed Rate Corporation; just another amazing story related to community college experiences. Chair Stafford also commented on the pandemic and asked all to be careful, especially with the upcoming Thanksgiving holiday. We have to be careful; we have to be patient. We have heard about the vaccines, and while they are coming, it will take a while for them to be distributed, so we need to be patient. In terms of Oakton, these are going to be a hard couple of months. Everyone should think about that and keep President Smith in our prayers. It is going to be a hard time as decisions may have to be made relative to the ongoing pandemic. We have a state that has budget issues and we are not going to have a lot of national leadership until January 2021.

### **Trustee Comments**

No comments

### **Report: Update on the Master Plan**

Dr. Smith said that the report is an update on the progress of the Master Plan. During these challenging times, it is important to celebrate accomplishments that have been made and to see where we are headed. Mr. Edwin Chandrasekar, Vice President of Administrative Affairs, and Dorothy McCarty, Cotter Consulting, gave a presentation update on the Master Plan. We are in our fourth year of the five-year plan. They wanted to give the Board a refresher and update on the process, status of current projects, and looking ahead to what is next. Mr. Chandrasekar began by stating that in terms of the Master Plan process, it is important to remember that the Master Plan itself tells the story of the College's hopes and visions in shaping the future of higher education. We are stewards and caretakers of the College have a responsibility to continue to preserve, nurture and improve our spaces. The current Master Plan involved broad participation from a number of different stakeholder groups from the College. In addition to talking to those groups, we also convened a Master Plan Steering Committee with representatives from those groups. The Master Plan Steering Committee actually came together through a facilitated discussion to develop guiding principles. The projects that are identified will be prioritized and to do that we are guided by internal and external data. Internal data being something like the space utilization study that was done by our architects Perkins + Will; external data being trends that we are seeing in terms of new building design. They help give us ideas about how we want our College to be. Finally, once we have those projects identified and prioritized they are then implemented over the next five years.

Ms. McCarty talked about the Master Plan Guiding Principles that were developed in a collaborate forum with the Master Plan Steering Committee that had representation from faculty, staff, students, and Board members. They all worked together to develop those principles to make sure that anything that made it into the consensus Master Plan was reflective of the goals of the College. The Guiding Principles are also very important in eventually prioritizing the initiatives that are identified. The Guiding Principles informed the Master Plan to be centered on student success, support student learning, create environments that are flexible, create a sense of place, be welcoming, embrace advanced technology, address deferred maintenance, which is always an issue in developing any Master Plan, be environmentally sustainable, and be financially responsible.

Mr. Chandrasekar spoke about expenditure allocations of the total project amount of \$53M. He also spoke about some life, health, safety and critical deferred maintenance projects, among which included the secondary water line installation, the Skokie HVAC system replacement, natural areas restoration, and the sanitary lift station, all of which have been completed. Ms. McCarty talked about the capital improvement projects that were part of the current Master Plan, which was approved by the Board in June 2016. Ms. McCarty thanked the Oakton community for their cooperation during the disruptive construction that has been done. Most of the projects are complete. There are two visible and transformative Master Plan projects that are coming up quite soon, the Des Plaines cafeteria, which will be tremendous change in the public and common areas. Ms. McCarty mentioned that the bids were opened on November 10 and came in on budget, and will be presented to the Board for approval in December. In addition, the wayfinding and entrance signage designs are near completion. Ms. McCarty briefly reviewed projects that have been completed, monument signs at the Des Plaines campus, and one near completion at the Skokie campus, as well as the Des Plaines Student Street, West End Phases 1 and 2, as well as the new Wellness Center, Police Department, Datacenter, and Arts renovation. Ms. McCarty highlighted the renovations to the Student Center and Student Street at the Skokie campus, and the renovated entrances for safety and aesthetics at both campuses. Ms. McCarty showed some renderings of what the Des Plaines cafeteria will look like. Mr. Chandrasekar spoke about a number of projects that remain to be completed, which include hardware replacement and master keying, courtyard and tunnel repairs, elevator upgrades, exterior envelope and window replacement, the Des Plaines Circle drive pedestrian path, and the Boardroom renovation. Mr. Chandrasekar talked about an item on the agenda for Board approval, Professional Services for Comprehensive Facilities Condition Assessment, which would engage a consultant to do a comprehensive facilities condition assessment study, which would be the first comprehensive facilities condition assessment study for the College since 2005. The hope is to be able to identify, rank, and prioritize different deferred maintenance and capital renewal projects related to life, health, safety and critical deferred maintenance projects. This is going to be a sixteen-week study and the hope to have this completed by March 2021. The timing is important because this will dovetail into preparing for the next Master Plan Refresh in Summer 2022. The deferred maintenance projects that are identified from the assessment study will be part of the next Master Plan. Projects that have been identified will be filtered and screened and some of them will make it into the next Master Plan. In addition, we will start assembling and reconvening a Master Plan Steering Committee to gear up for the next Master Plan. Ms. McCarty reviewed some projects that were identified but unfunded in the current Master Plan, which were good and viable projects, but they will need to be reconsidered in the next Master Plan cycle, which includes the Student Affairs/Bookstore East End Relocation, Testing and Learning Center Expansion, and Library renovations at the Des Plaines and Skokie campuses. Next, a short video was shown which highlighted student Emanuella White, who participated on the Landscape Master Plan, who talked about the leadership growth that she experienced by participating on that committee. Mr. Chandrasekar said that having student voices on our committees for master planning is important.

Chair Stafford commented that on Student Affairs/Bookstore East End Relocation, Testing and Learning Center Expansion, and the Library renovations, he was interested in what kind of student input we will get on those. In terms of socialization, he thinks that would include having students on the committees, but also we should think about having focus groups that students can participate in. Ms. McCarty replied that getting student input about how they connect with their college is a big component in developing a good Master Plan. This has come up

several times here and elsewhere, that student success tends to be tied to how much time a student spends on campus and that does not necessarily mean in the classroom, but getting comfortable with and getting to know their peers. The more student input that we have in the development of those plans is critical in tying the Master Plan to the implementation of the larger goals and pillars of the College. Chair Stafford thanked Mr. Chandrasekar and Ms. McCarty for the report.

## **Public Participation - None**

## **New Business**

### **11/20-1a 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.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.

### **11/20-1b Approval of Consent Agenda Items 11/20-2 through 11/20-7**

Trustee Bush offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 11/20-2 through 11/20-7 as listed in the Consent Agenda.”

### **11/20-2 Ratification of Payment of Bills for October 2019 (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 \$8,495,248.96 for all check amounts and for all purposes as appearing on a report dated October 2020.”

### **11/20-3 Acceptance of Treasurer’s Report for October 2020**

“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 October 2020.”

### **11/20-4 Compliance with Open Meetings Act, Closed Session Minutes**

“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 June 17, 2020 and August 27, 2020, no longer require confidential treatment and are released for public inspection.”

### **11/20-5 Action on Recordings of Closed Session Minutes**

“Be it resolved that the Board of Trustees of Community College District 535, recommends the destruction of the verbatim audio recordings held on January 16, 2018, February 20, 2018, March 20, 2018, April 17, 2018, May 22, 2018, June 26, 2018, August 21, 2018, September 22, 2018, and September 25, 2018.”

11/20-6

**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 and b, and hereby approves the expenditures in the amount not to exceed \$3,779.00 for all funds listed in item a.”

a. Salary payments in the amount of \$3,779.00 for part-time teaching services for the Alliance for Lifelong Learning fall 2020.

b. Salary rescinds in the amount of \$298.07 for part-time teaching services for the Alliance for Lifelong Learning fall 2020.

11/20-7

**Supplemental Authorization to Pay Professional Personnel – Fall 2020**

1. "Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$245,168.12 to the total amount of part-time teaching salaries paid during the fall 2020 semester; the revised total payment amount is \$4,048,813.64."

2. "Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$73,403.20 to the total amount of faculty overload salaries paid during the fall 2020 semester; the revised total payment amount is \$544,299.60."

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

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

The motion carried; Student Trustee Suarez favored the resolution.

11/20-8

**Appointment of Members to Career Program Advisory Committees for 2020-2021**

Chair Stafford offered his thanks to all of the people who serve on these committees to help and guide us through our programs and all that we do at the College.

Trustee Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the appointment of members on lists to the Career Program Advisory Committees for 2020-2021.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.



11/20-9

**Adoption of Resolution Setting Forth Tax Levies for 2020**

Trustee Yanow offered:

"Be it resolved by the Board of Trustees of Community College District 535, County of Cook and State of Illinois, as follows:

SECTION 1: That the following sums be and hereby are levied as taxes for the year 2020 (to be collected in 2021) for the purposes set forth below, on the equalized assessed value of the taxable property of Community College District No. 535: the sum of Forty Six Million Seven Hundred Seventy Four Thousand Six Hundred and Seventy Nine Dollars (\$46,774,679) as a tax for Educational purposes; and the sum of Eight Million Dollars (\$8,000,000) as a tax for Operations and Maintenance purposes; and the sum of One Hundred Dollars (\$100) as a special tax for Local Governmental and Governmental Employees Tort Immunity Act purposes; and the sum of One Hundred Dollars (\$100) as a special tax for Social Security and Medicare purposes; and the sum of One Hundred Thousand Dollars (\$100,000) as a special tax for Financial Audit purposes.

SECTION 2: That the Secretary of the Board of Trustees of Community College District 535, County of Cook and State of Illinois, is hereby authorized and directed to file a Certificate of Tax Levy with the County Clerk of Cook County, Illinois, before the last Tuesday of December 2020.

SECTION 3: That this resolution shall be in full force and effect from and after its passage, approval and filing, as provided by law.

SECTION 4: That the Chairman is authorized to execute the attached Certificate of Compliance with the Truth in Taxation Law."

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

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

The motion carried; Student Trustee Suarez favored the resolution.

11/20-10

**Adoption of Resolution Setting Forth Property Tax Extension Limitation Law (PTELL) Reduction Designation**

Trustee Kotowski offered:

**"WHEREAS**, on November 17, 2020, the Board of Trustees ("Board") of Community College District No. 535, Cook County, Illinois ("College District") did adopt its 2020 tax levy; and **WHEREAS**, the County Clerk has notified each Cook County taxing district subject to the Property Tax Extension Limitation Law (PTELL) that it may direct the County Clerk's Office, by proper resolution, to make specific and necessary reductions to its tax levy for the 2020 levy year in accordance with the requirement of Section 18-195 of the PTELL, 35 ILCS 200/18-195;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Community College District No. 535, Cook County, Illinois as follows:

Section 1. That if the County Clerk is required to reduce the aggregate extension of the College District's 2020 tax levy to meet PTELL requirements, the Board hereby authorizes and directs the County Clerk to make the necessary reductions, as follows:

100% of such reductions shall be made from the levy for Educational purposes

0% of such reductions shall be made from the levy for Operations and Maintenance purposes

0% of such reductions shall be made from the levy for Local Governmental and Governmental Employees Tort Immunity Act purposes

0% of such reductions shall be made from the levy for Social Security and Medicare purposes

0% of such reductions shall be made from the levy for Financial Audit purposes

**Section 2.** That the Chair and Secretary of the Board be and are hereby authorized and directed to Sign the Resolution on behalf of the Board of Trustees

**Section 3.** That the President of the College District is hereby directed to file a certified copy of this Resolution with the County Clerk on or before the last Tuesday in December.

**Section 4.** That all other resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed and this Resolution shall be in full force and effect forthwith upon its passage.”

Trustee Salzberg seconded the motion.

Chair Stafford commented that the resolution setting forth the tax levies states how we are going to use that money. This resolution restricts the property tax levies.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

**11/20-11**

### **Approval of RAMP – Fiscal Year 2022**

Trustee Toussaint offered:

“Be it resolved that the Board of Trustees of Community College District 535 has reviewed and authorized the submission of Fiscal Year 2022 RAMP.”

“Be it further resolved that the Board of Trustees of Community College District 535 authorizes the submission of the capital budget request included in Fiscal Year 2022 RAMP, that the Board reviewed and approved the capital program statement, scope statement and budget in Fiscal Year 2022 RAMP, and that the local funds of \$7,055,000 for the project requested are available should the project be approved.

Trustee Kotowski seconded the motion.

Trustee Burns asked that if the College received the RAMP funds, would we be expanding by building a new building. Chair Stafford explained that this item is a placeholder and we would go back to our Master Plan and use the money for that, we are not restricted to use the money for what is stated in the agenda item. Dr. Smith elaborated that two years ago, the College received an appropriation of \$32M for the Master Plan projects, that were highlighted in the report, that was presented, but we never saw any of that money. This is a placeholder, which keeps the College in the que for funds should they ever become available. Trustee Burns asked if the money could be used for capital improvements.

Dr. Smith said that it is for capital improvements, so it would have to be for a renovation of a building or a purchase of a building, it needs to be used for a physical space. Trustee Burns asked if it could be used to continue to improve the Skokie campus. Mr. Chandrasekar said, no these funds are designated for capital improvements in Evanston. Trustee Bush asked why would we not put this forward for those items that are on the capital improvement list that was discussed earlier, the Testing Center, Libraries at both campuses, those types of capital improvements in our existing campuses. Dr. Smith replied that we are supposed to get the \$32M that was appropriated for the Des Plaines campus two years ago, so if that money materialized, we could use it for the next phase of the projects that we are doing at the Des Plaines campus. We cannot ask for additional funds for Des Plaines because they have just given us funds, although we have not received them. We have moved forward on that plan, but should we get that money from the state, we could use it to fund those things on the capital plan that have not yet been funded. Dr. Bush asked if this could be written for Skokie or for capital improvements in the Library and Testing Center. Mr. Chandrasekar responded that the \$32M was actually given to us for current capital improvements, however, we have moved ahead with those projects. If for some reason we received the \$32M tomorrow, we could not apply those funds retroactively to any of the projects that we have already completed, not allowed. Mr. Chandrasekar went on to say that, what we could do is identify those unfunded projects in Des Plaines; we could use the \$32M towards that. Dr. Bush summed it up by saying that the money was promised, we do not have it, we do not expect to get, and we cannot put those projects in the RAMP for 2022. Trustee Burns stated that if the College receives the \$32M, it can only go towards Des Plaines projects. Dr. Smith said that is correct, as that is how that RAMP request was submitted fifteen years ago. If we do not submit a RAMP, we would lose our place in line, this is a way of making sure that we are in the que should there be a better financial situation in the state at some point in the not too distant future. Trustee Yanow asked about the money that is in the que for an Evanston campus, how long can we stay in the que? As long as we keep submitting the RAMP document, we will stay in the que, and if we did receive the funds, they would have to be used in Evanston. Trustee Burns said that we need to submit a RAMP at some point for the Skokie campus. Dr. Smith said perhaps, but we did not receive any capital funds for any of the \$53M renovations, those all came from institutional funds and from the bond purchase. We moved forward on those renovations without RAMP funding. We can always move forward with renovations to Skokie we do not need the state there are other options.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

**11/20-12**

### **Authorization to Approve November Purchases**

Trustee Bush 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:

“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</u>	<u>Amount</u>
11/20-12a	1 - 2	Continuation of Employee Medical, Dental, and Vision Insurance	Community College Health Consortium	\$8,700,000.00
			Delta Dental of Illinois	\$ 400,000.00
			Vison Service Plan, Inc.	\$ 50,000.00
11/20-12b	1	Web-Event Calendaring System - Three Year Contract	Localist Corporation	\$ 42,410.00
11/20-12c	1 - 2	Document Imaging and Management System Annual Maintenance Contract and System Upgrades	Hyland Software, Inc.	\$ 85,000.00
11/20-12d	1 - 2	Cisco Systems Edge Network Equipment	Zones, LLC	\$ 65,730.00
11/20-12e	1 - 2	Owners Representative Services - Contract Amendment	Cotter Consulting, Inc.	\$ 212,352.00
11/20-12f	1 - 2	Education Advisory Board, Community College Executive Forum Program - Three-Year Contract	EAB Global, Inc.	\$ 73,500.00
11/20-12g	1 - 2	Printing of the Oakton Non-Credit Class Schedule	Indiana Printing and Publishing Company, Inc.	\$ 111,050.00
11/20-12h	1 - 2	Professional Services for Comprehensive Facilities Condition Assessment	Facilities Optimization Solution, LLC	\$ 197,826.00
Grand Total				\$ 9,937,868.00.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.

**11/20-13**

**Preview and Initial Discussion of Upcoming Purchases – Discussion Only**

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) IP Telephony Annual Maintenance and Software Assurance; b) Ellucian License Exchange the Enhancement Amendment; c) Des Plaines Cafeteria Renovation; d) Grant Funded Laptop Computers; and e) Hunter WinAlign™ Alignment System.

**11/20-14**

**Preview of New Unit of Instruction – Forensics Certificate**

Being a preview, no voting action needs to be taken

Dr. Smith commented our faculty is looking at how to package credentials in a way that advances students in their pathway. Increasingly local municipal police departments are hiring civil forensics investigators that do not need to be certified police officers; it is an opportunity to go right into the work force. Trustee Bush commented that she appreciates this particular certificate building on the fact that it is in law enforcement and it is a non-sworn personnel program. She admires Oakton moving forward in so many ways that are bold and brave and she wants us to keep thinking deeply and meaningfully about other certificates such as in the mental health area. Trustee Bush thanked Dr. Lott and his faculty. Dr. Ileo Lott, Vice President of Academic Affairs, thanked Jim Humenik, Assistant Professor, Law Enforcement, for the motivation, creativity and heavy lift on this.

**11/20-15**

**Acceptance of Grants**

Trustee Bush offered:

"Be it resolved that the Board of Trustees of Community College District 535 accepts 11/20-15a through 11/20-15d, for the following grants:

a. Illinois Community College Board Adult Education and Family Literacy Grant in the amount of.....	\$1,655,460.00
b. Illinois Community College Board through the Federal Department of the Treasury – Coronavirus Relief Fund Grant in the amount of.....	\$59,300.00
c. Illinois Community College Board through the Federal Department of Labor - Apprenticeship Grant Year 2 Amendment in the amount of....	\$34,200.00
d. Illinois Secretary of State Sub-award through Illinois Green Economy Network (IGEN) - General Members Grant in the amount of.....	\$14,250.00
for a total of \$1,763,210.00."	

Trustee Burns seconded the motion.

Dr. Smith commented that the top three grants are significant as they help support our adult basic education program, which is a critical need in the community. Mr. Marc Battista, Associate Vice President of Workforce Education/Dean of Business and Career Technologies, commented that those grants are massive to continuing to help provide instruction, pay instructors, etc., all of which are important.

Trustee Toussaint called the roll:

Ms. Toussaint	Aye
Mr. Stafford	Aye

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

The motion carried; Student Trustee Suarez favored the resolution.

**11/20-16**

**First Read of Policies**

Chair Stafford commented that the policies listed are related to the Board of Trustees. He thanked the staff for reviewing and updating them.

Trustee Yanow offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for review the 1000 series of Board policies, with action to take place at the next regularly scheduled Board meeting, December 15, 2020.”

Trustee Salzberg seconded the motion.

Relating to the agenda item, Trustee Kotowski believes that there are several townships and municipalities missing from the listings of the district. He noted parts of Leyden Township, Norwood Park Township and Palatine Township as well as parts of the Village of Mt. Prospect and the Village of Rosemont. Those are all very small geographical areas, maybe four precincts total. There are students and taxpayers in those municipalities, and we should consider including them.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

**Adjournment**

The next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held on Tuesday, December 15, 2020.

Trustee Toussaint made a motion to adjourn the meeting, which was seconded by Trustee Yanow.

Trustee Toussaint called the roll:

Mr. Stafford	Aye
Dr. Bush	Aye
Mr. Kotowski	Aye

Dr. Yanow	Aye
Ms. Burns	Aye
Mr. Salzberg	Aye
Ms. Toussaint	Aye

The motion carried; Student Trustee Suarez favored the resolution.

The meeting adjourned at 5:45 p.m.

*Marie Lynn Toussaint*

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Marie Lynn Toussaint, Board Secretary



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William Stafford, Chair

ec  
11/2020

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