

**The 728th Meeting  
of  
The Board of Trustees  
December 5, 2017**



## 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*

**ILLINOIS PUBLIC  
COMMUNITY COLLEGE  
DISTRICT 535**

**THE 728th MEETING  
of  
THE BOARD OF TRUSTEES  
DECEMBER 5, 2017**

**Oakton Community College  
1600 E. Golf Road  
Des Plaines, Illinois 60016**

**Dinner  
6:00 p.m.  
Room 1502**

**Closed Session  
6:30 p.m.  
Room 1502**

**AGENDA**

1. Call to Order and Roll Call in Room 1502
2. Consideration of a motion to close the meeting to the public for the purpose of the following:
  - review closed session minutes of November 14, 2017
  - consider the appointment, employment, compensation, discipline, performance or dismissal of employees
  - pending litigation
  - leasing of real property for the use of the public body; setting of a price for sale or lease of property owned by public body
  - collective negotiating matters
3. Consideration of a motion for adjournment
4. Adjournment

**Open Session  
7:30 p.m.  
Board Room 1506**

**AGENDA**

Call to Order and Roll Call

Pledge of Allegiance

- V Approval of Minutes of the Board Meeting of November 14, 2017

Statement by the President

Student Trustee Report

Comments by the Chair

Report: Academic Affairs Curriculum Overview

Public Participation

## **NEW BUSINESS**

### CONSENT AGENDA

12/17-1

- a. Approval of Adoption of Consent Agenda
- b. Approval of Consent Agenda Items 12/17-2 through 12/17-4

12/17-2 Ratification of Payment of Bills for November 2017

12/17-3 Ratification of Actions of the Alliance for Lifelong Learning Executive Board

12/17-4 Supplemental Authorization to Pay Professional Personnel – Fall 2017

### OTHER AGENDA ITEMS

R 12/17-5 Approval of Board Meeting Schedule for Calendar Year 2018

R 12/17-6 Authorization to Approve December Purchase

- Furniture for Student Street - Phase 2

12/17-7 Preview and Initial Discussion of Upcoming Purchases

R 12/17-8 Consideration and Action on a Resolution Authorizing and Providing for an Installment Purchase Agreement for the Purpose of Paying the Cost of Purchasing Real or Personal Property, or Both, in and for the District, and for the Issue of the District's \$5,015,000 General Obligation (Limited Tax) Debt Certificates, Series 2017, Evidencing the Rights to Payment Under Said Agreement, Providing for the Security for and Means of Payment Under Said Agreement of the Debt Certificates, and Authorizing the Sale of the Debt Certificates to BMO Harris Bank, N.A.

R 12/17-9 Authorization to Hire Full-time, Tenure-track Faculty Members

- 12/17-10 Preview and Initial Discussion of a New Unit of Instruction
- R 12/17-11 Authorization to Approve the Tentative Collective Bargaining Agreement between the Oakton Community College Board of Trustees and the Oakton Community College Adjunct Faculty Association (OCC-AFA)
- V 12/17-12 Acceptance of a Grant

**ADJOURNMENT**

**Minutes of the Oakton Community College Board Meeting  
November 14, 2017**

The 727th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, November 14, 2017 at the Oakton Community College Des Plaines Campus, 1600 E. Golf Road, Des Plaines, Illinois.

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

At 6:45 pm. in room 1502, Chair Stafford called the meeting to order and asked Trustee Salzberg, Secretary of the Board, to call the roll:

Mr. William Stafford	Chair	Present
Dr. Joan DiLeonardi	Vice Chair	Present
Mr. Benjamin Salzberg	Secretary	Present
Ms. Martha Burns		Present
Mr. Kyle Frank		Present
Mr. Paul Kotowski		Present
Ms. Ann Tennes		Present
Mr. Brian Chan		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; leasing of real property for the use of the public body; setting of a price for sale or lease of property owned by the public body; and collective negotiating matters. Trustee Tennes made the motion, which was seconded by Trustee Kotowski.

Trustee Salzberg called the roll:

Mr. Stafford	Aye
Dr. DiLeonardi	Aye
Mr. Frank	Aye
Ms. Burns	Aye
Mr. Salzberg	Aye
Mr. Kotowski	Aye
Ms. Tennes	Aye
Mr. Chan	Aye

Others present: Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President, Student Affairs; Mr. Edwin Chandrasekar, Vice President, Administrative Affairs; Colette Hands, Associate Vice President, Continuing Education and Workforce Development; and Interim Chief Human Resources Officer; Dr. Ileo Lott, Vice President, Academic Affairs; and Ms. Bonnie Lucas, Vice President, Data and Analytics.

At 7:30 p.m. Chair Stafford asked for a motion to adjourn the closed session meeting. Trustee Frank made the motion; seconded by Trustee Tennes; a voice vote was called and the meeting was adjourned.

**Open Session and Roll Call**

Chair Stafford called the regular meeting of the Board of Trustees to order at 7:40 p.m. in room 1506. Trustee Salzberg called the roll:

Mr. Stafford	Chair	Present
Dr. DiLeonardi	Vice Chair	Present
Mr. Salzberg	Secretary	Present
Ms. Burns		Present

Mr. Frank	Present
Mr. Kotowski	Present
Ms. Tennes	Present
Mr. Chan	Present

Others present: Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President, Student Affairs; Mr. Edwin Chandrasekar, Vice President, Administrative Affairs; Dr. Ileo Lott, Vice President, Academic Affairs; and Ms. Bonnie Lucas, Vice President, Data and Analytics.

**Pledge of Allegiance** – Kathleen De Courcey

**Approval of Minutes**

Chair Stafford asked for a motion for the approval of the October 17, 2017 minutes of the regular and special meetings of the Board; Trustee Tennes made the motion, which was seconded by Trustee Burns. A voice vote was called and the minutes were unanimously approved.

**Statement by the President**

President Smith welcomed everyone and asked for introductions:

Classified Staff present included: Kathleen De Courcey, College Relations, and President of the Classified Staff Association; Philip Cronin, Media Services; Eileen Cukierski, President’s Office; Krissie Harris, Office of Student Life; Simi Khurana, Office of Student Life; Kathi Rosenberg, Business Services; and Jesse Wallace, Media Services.

Full-time Faculty present included: Katherine Schuster, Professor, Education, and President of the Oakton Community College Full-time Faculty Association; Joan Boggs; Professor Psychology; Carla Ferguson, Professor, Nursing; Mary Kakenmaster, Professor, Nursing; Michael Kristiansen, Professor, Modern Languages; Leslie Van Wolvelear; Professor, Accounting; and Dorota Zak, Professor, Mathematics.

Adjunct Faculty present included: Cheryl Thayer, Lecturer, Liberal Arts and President of the Adjunct Faculty Association; Linda Berendsen, Lecturer, English; and Robert Evans, Lecturer, Music.

Administrators present included: Marvin Bornschlegl, Chief of Police and Emergency Management; Michele Brown, Director, Student Recruitment and Outreach; Michael Carr, Assistant Vice President, Academic Affairs; Colette Hands, Interim Chief Human Resources Officer; and Associate Vice President, Continuing Education and Workforce Development; Ruben Howard, Director, Workforce and Continuing Education; Jake Jeremiah, Assistant Dean, Library Services; Linda Korbel, Dean, Liberal Arts; Raymond Lawson, Dean, Online Learning; Roxann Marshburn, Director, Grants and Alternative Funding; Paul Palian, Director, College Relations; Juleta Patrick, Assistant Vice President, Student Affairs; and Dean of Access, Equity and Diversity; Doreen Schwartz, Director, Business Services; Andy Williams, Controller; and Brad Wooten, Dean, Skokie Campus; and Dean of Business and Career Technologies.

Students present included: Sergey Cherepanov, Music; Dante Espejo, Vice President, Student Government Association (SGA); Preeteham Marati, Music; and Andrew Tieng, President, SGA.

Guests: Cindy Waldeck and Valerie Wolf, graduate students, Northwestern University.

President Smith offered condolences to Professor Jelena Bankovic on the passing of her father Dr. Stanoje Bankovic, in Belgrade, Serbia; and Trustee Ann Tennes and her husband Howard, on the passing of Howard’s mother Judith Tennes. Congratulations to Roxann Marshburn, Director of Grants, on the birth of her granddaughter, Milo Ware; and to Educational Foundation President, Howard Singer, on the birth of his granddaughter, Josephine May. Congratulations were given to Student Government Association President Andrew Tieng, on being the unanimous selection for the 2017 Lincoln Student Laureate, and Oakton’s first

Lincoln Laureate award winner; there is only one community college student from the entire Illinois Community College system that is recognized for this award, which was presented on November 11 in Springfield. Two members of the Oakton Jazz Band, directed by Robert Evans, were recognized for their performances at the Illinois Skyway Collegiate Conference Jazz Festival held at Elgin Community College: Preetham Marati and Sergey Cherepanov received recognition as outstanding soloists. Oakton will host the Jazz Festival in 2018. Oakton received an award from LifeSource for placing in the top twenty of area blood donor groups; Krissie Harris accepted the award on behalf of the college. November 10 was Fall Restoration Day; over forty people participated in planting over 300 potted native prairie and savanna plants. Special thanks was given to our Environmental Sciences faculty and the Green Committee for their work on our native prairie areas. The week of November 13 is International Education Week, an annual initiative which aims to promote international understanding and build support for international education exchange. Many thanks to Professor Katherine Schuster and the Global Studies Program for organizing the full schedule of events at both campuses. The annual Empty Bowls event will take place on December 2 from 10:30 a.m. – 2:00 p.m. at the Des Plaines campus. Admission is free; donation for a bowl is \$15.00. There will also be a raffle and original art pieces for purchase; proceeds will be donated to local food charities. In the spirit of promoting academic success, the Learning Center, along with participation of students, staff and faculty volunteers, will host the 10<sup>th</sup> bi-annual Study Breakfast on December 5, from 7:30 p.m. - 9:30 p.m. at both the Des Plaines and Skokie campuses. ID Show 2017 an exhibit in the Koehnline Gallery where members of the Art Department faculty demonstrate their unique artistic identities, runs through November 22.

In conclusion, President Smith recognized in this period of thanks all of the many ways that student clubs and organizations have contributed to community organizations through clothing drives, food drives, toy drives, etc. Our students are actively contributing time, money and their efforts to support the local community.

#### **Educational Foundation Liaison Report**

Trustee Ann Tennes, who is the Board's liaison to the Educational Foundation, gave a report detailing the Donor and Scholar and Recognition Brunch which was held on November 4 at the Des Plaines campus. Although she was unable to attend, Trustee Tennes reported that approximately 400 guests attended, which included 300 scholarship recipients sixty donors and other well-wishers; it was by all accounts a terrific event. The keynote speaker was Oakton alum, Ammar Elmajdoub, who is a researcher with the U. S. Army Engineer Research and Development Center, and who talked about how integral his scholarships from Oakton were to his success in achieving his goals. President Smith said that there were nine new scholarships, including a generous new scholarship from Niles Township which will go to fund educational fees for students from Niles North and Niles West high schools who demonstrate economic need, and who enroll at Oakton directly after graduating from high school. Trustee Tennes said that hopefully other townships will follow suit with similar type scholarships.

#### **ICCTA Liaison Report**

Trustee Joan DiLeonardi, who is the Board's liaison to the Illinois Community College Trustees Association (ICCTA), reported on the meeting that was held on November 10 in Lisle, Illinois; Trustees Stafford and Frank attended as well. The focus of the afternoon session related to legal and ethical issues. A great deal of the conversation was around Senate Bill 402, Sexual Harassment Training, which has set a record for getting through both Houses in just two weeks. It will require trustees to receive training on sexual harassment issues. If they do not have one already, colleges will have to establish a policy and publish it; publish a process for reporting allegations; and the Board has to receive periodic reports at least twice a year, of any allegations of sexual harassment. There has to be a clear way of reporting that is available to everyone. During the legislative session of the meeting, trustees were informed that the governor has vetoed twenty-nine bills this year after passage; the legislature overrode fifteen of those; both of which are records. Being that this is an election year, the legislature is only meeting two days in March because of the primaries in April. Due to retirements and resignations, there are thirty-two seats that will become available. ICCTA has asked us to let them know if we have any particularly hot races or information that we can pass on. Trustee DiLeonardi noted that James Ayers, who currently sits on the Board of Parkland College, was recently appointed as a member of the Illinois Community College Board to fill a vacated position.



Trustee Frank reported that there was a seminar with new Freedom of Information Act information. There was also a round table discussion on student enrollment and persistence. The issue of community colleges offering a bachelor of nursing degree was again a topic of conversation. Trustee DiLeonardi mentioned that the BSN legislation has not yet passed. They are naming a number of colleges who will be allowed to offer the degree, mostly downstate colleges. A question was asked by faculty member Dorata Zak about this possibility of Oakton being involved with this program. President Smith replied that the bill has not yet passed, and noted that this legislation has been ongoing for several years and there has strong opposition from the four year universities. There is still a lot of work to be done before this bill could become a law.

### **Sustainability Liaison Report**

Trustee Paul Kotowski, who is the Board's liaison to the Sustainability Committee, reported that the Committee met at the Des Plaines campus on November 9, with President Smith; Renee Kozimor, Chairperson of the Committee; and Debra Kutska, Sustainability Coordinator in attendance. There are a number of great things going on both at both campuses as far as sustainability and green initiatives are concerned. In June 2017, the college installed additional parking spaces for hybrid vehicles, electric vehicles, and charging stations. This in addition to what we already have in front of the Lee Center, which is a row for efficient vehicle parking. Trustee Kotowski hopes that this will create an incentive for students to think about buying and leasing hybrid vehicles and energy efficient vehicles. In June at the Skokie campus, we installed the 25 kilowatts solar array at the P wing. The Village of Skokie and Oakton are working together to place a community apiary close by the walking path near the Mulford parking lot of the Skokie campus; with the opening slated for Spring 2018. Debra Kutska, is representing Oakton as part of the Illinois Food Scrap Coalition and its education subcommittee. A recurring theme that we discussed during the meeting was awareness, particularly student awareness. How do we continue to encourage students, in the real world, to go and continue these types of initiatives? To that end, in May 2016, the committee did publish some proposed sustainability guidelines and six broad principles, or guidelines, which Oakton wants to implement moving forward. I suggested that we might want to think about reducing these guidelines into a formal Board policy just so these guidelines have a little more teeth; this is something that we will be discussing in the future. Additionally, there were some other specific matters we discussed, one was the flood of 2017 and its impact on wildlife and organisms. At the May Board meeting, biology Professor Bill Strond, gave a brief presentation during the Public Participation portion of the meeting, and said some interesting things about what the flooding did to organisms, particularly worms and small organisms. The committee will reach out to him and suggest that he write up a report which would be an analysis of how a flood like that can effect organisms, wildlife and the environment on campus. The committee discussed Patriot Acres, an organic recycling facility that is requesting zoning approvals in Des Plaines. Oakton had been working with them to develop a relationship with the hope that we can have internships for students to conduct chemistry or biology experiments. Lastly, Trustee Kotowski suggested that we think about replacing the existing the wildlife crossing warning signs on the access road leading out to Golf Road. As it stands now, there are a total of two signs on that road, which are small and faded and do not adequately warn motorists of the potential danger, especially new motorists not familiar with the campus. Trustee Kotowski said that he looked into the cost of replacing those signs, and for a reasonable cost, we can get new signs that include motion detector technology, lasers, radars, sense movement, etc., which could probably be installed in-house. Trustee Kotowski thanked President Smith, Ms. Kozimor and Ms. Kutska for bringing him up to speed as it was his first committee meeting.

### **Student Trustee Report**

Student Trustee Chan reported that students are powering through the mid-term rush and many are planning for the classes that they are going to take next semester, as November 15 is the start of spring registration. Mr. Chan thanked President Smith for coming to speak with the emerging leaders group to introduce and explain her leadership approach. The general feedback was very positive and the emerging leaders learned that President Smith, in addition to being a strong leader, is also very approachable and welcoming. The Halloween event was a success. Students, staff and community members dressed up and engaged in various activities such as tarot card reading and crystal ball gazing. Mr. Chan attended the ICCB-SAC conference on November 10, and took away numerous ideas from other community colleges to bring back to our student government. It was great to meet and collaborate with numerous student leaders like himself. On behalf of the student body, Mr. Chan congratulated Andrew Tieng for being awarded the Lincoln Laureate award. International Education week has featured

everyday a multitude of speakers to provide information on international education, studying abroad and various activism initiatives. Students are exploring various colleges and universities as there have been multiple transfer fairs taking place this month at the college.

### **Comments by the Chair**

Chair Stafford thanked Trustees Frank and DiLeonardi for attending the ICCTA meetings earlier this month. Besides what has been reported, two other issues came out of that meeting. One is that the state budget is still in flux; we still have the same issues and they are not going to go away any time soon. Secondly, the issue that is not talked about over and above the budget, is the state of the pension funds, which is going to come and we, as an institution, are going to have to deal with that situation as well. One of the reasons we stay active in these committees is that there are going to be a lot of hard decisions that are going to have to be made in a couple of years on those issues that we are going to have to be part of. Fortunately, we have Trustee DiLeonardi, who is the veteran and who has good relationships with her colleagues and members of the legislature. It is very important that we be involved in those state discussions.

### **Report: High School Partnerships**

President Smith introduced Dr. Michael Carr, Assistant Vice President for Academic Affairs, and College Transitions, who talked about our high school partnerships, which is a key priority for the college. Dr. Carr stated that there is specific language in our Strategic Plan related to investing in our high school partnerships. He talked about specific initiatives that are outlined in the Strategic Plan, which are foundational to the work as it relates to persistence, completion and equity. Dr. Carr highlighted three broad strategies related to our high school partnerships that have been put in place the last couple of years. The first is Early College Experiences for high school students; the second is Curricular Alignment; and the third is Data Sharing with our high school partners. In 2015 when President Smith came on board, we formed a high school/Oakton partnership. It is a group that is made up of area high school superintendents, assistant superintendents, as well as administrators from Oakton: President Joianne Smith; Vice President of Academic Affairs, Dr. Ileo Lott; Executive Director of Research and Planning, Dr. Maya Evans; and Dr. Carr. One of the things that has helped with this endeavor, is that there is accountability in meeting as a group on a regular basis, and that has been a big driver in the last couple of years in terms of identifying goals of initiatives, as well as what are initiatives that are going to meet the needs of the district. There are some common elements that the districts have, but there are also personalities that each district has as well, so there certainly is a benefit in meeting together as a group to understand what those commonalities are, but then to also work with each district individually to make sure we are emphasizing the needs of their students on their particular campus.

There is a lot of terminology across the nation in regards to dual credit, dual enrollment, and co-enrollment; it is really all over the place. Dr. Carr defined it on our terms as far as what it is and what the elements are that go into dual credit classes. Oakton courses are taught at the high schools, the learning outcomes, and the generic syllabus that we teach on our campuses, are the same exact courses that are taught at the high school. Dual Credit has expanded nationally in the last couple of years and anytime we have a program that expands, accrediting bodies and researchers want to take a look at what the benefits are of going through and having these dual credit early college opportunities. If we take a look at results from national studies, the metrics are really significant with students who have access to dual credit courses. They are more likely to graduate high school and place into college level courses and bypass remedial courses; they persist at a higher rate while in college when they come in with college credits; they are more likely to complete a degree; and having these early college experiences really helps underrepresented populations as well. In the past, Advance Placement (AP) courses have been the opportunity for students to take early college credit, although there are issues with AP courses, especially as it results in a single exam for students to earn that college credit. The dual credit courses are more accessible courses, although they have to be a college level course in its rigor. Dr. Carr explained how we set up our dual credit courses in terms of expectations, of assessment and credentials of the faculty that would be teaching these courses. He noted that the Higher Learning Commission (HLC), views this the same way. Oakton just went through our comprehensive visit and one activity the HLC Team did was pulling resumes of all of our faculty, including full-time, adjunct, and our dual credit instructors, to make sure that they have the credentials and the content knowledge to teach their courses, which they all did have as the Team did not come back with any

findings as it related to our dual credit courses. One of the strategies that we put in place, and this came out of the meeting with the superintendents, is where do you even start; how do you know what dual credit classes to offer; and what is the framework you are going to put it in. The Power of 15 was born out of the concept that if a student achieves 15 credit hours, it is an important milestone for them towards completing their degree. We built that 15 credits around our five core general education areas: Communication; Math; Physical and Life Science; Humanities and Fine Arts; and Social and Behavioral Sciences. It is not just a mix of classes that they have, but a cohesive collection of classes that they are going to have moving forward. Comparing 2015-2016 to 2016-2017, there is a significant increase in enrollment, 32 percent across the district. The other metric we want to take a look at, keeping in mind these students are considered Oakton students because they do fill out an application, what happens after they take these dual credit courses; 40 percent of the dual credit students actually matriculate to Oakton. When we talk about our enrollment management, persistence, completion, and the presence of Oakton at the high schools, these dual credit courses are establishing a strong presence on the campus.

Dr. Carr talked about a summer program that was put in place a couple of years ago. It is a little bit different, as it is built around English 101, which of course is a foundational communication course where the students come to Oakton's campus. These are rising seniors from Niles, Maine and Evanston Township have participated. Michele Brown's Student Recruitment and Outreach team does a great job of providing an orientation for students and parents. It brings them on campus to talk about the expectations of college classes, which are taught by Oakton faculty, helping them to visualize being on a college campus, as well as introducing their parents to Oakton. If we can demonstrate that they are able to take college level courses, that shifts their mindset into their identity as a college student. For example, in English 101, one of the assignments in class is writing their own college application essay, gearing them towards going to college. If we take a look at some of the results, it has been successful. Over 268 students have participated, and that course success rate is 94 percent, which is a testament to the students who commit their summers to this program, but also our faculty who work with this population.

Dr. Carr next spoke about Curricular Alignment, saying that we really want to ease the transition for students from high school to college. We want that mindset in place, but at the same time with the shift in that mindset, we want to develop those competencies so that they can transition to college and be successful. One area based upon the data that we shared with the high school superintendents, and our student success data bears this out as well, math placement is a strong correlative factor with positive student success outcomes. Two of our high schools, Niles and Evanston, wanted to pilot our Math 110, an intermediate algebra that is one step below college credit. Students who complete Math 110 are able to then enroll into college level courses and our high schools wanted to teach that course on their campuses. Next, Dr. Carr talked about our ROADMath initiative, which helps students move quickly through their pre-college math requirements. The computer based program addresses each student's skill level. Students complete course modules, progressing to higher levels as they master each concept. Often, they can finish several modules in a semester and then enroll in college-level math courses faster. At the high school it is the same process with senior year students. Dr. Carr spoke about data sharing agreements which allow the college to share student specific data with our high school superintendents, as both of us have a stake in the students which we serve. The data reports that we generate and Dr. Evans generates to the high schools, is similar to what we have done since joining Achieving the Dream. One of the projects that has come out of that is using the high school Grade Point Average (GPA) for placement into college reading and writing. The national data suggests multiple measures such as GPA and other variables, are strong correlative predictors of success in college level courses, and that is one element that has come out of this data sharing agreement. All of these are filtering into how we are engaging with our high schools. Broad next steps include continuously scaling dual credit courses across the district and to keep scaling the curricular alignment to increase placement into college level math.

Chair Stafford commented that this is great news. Good things going on here such as the reduction of barriers for students to matriculate to Oakton, and other schools, and doing it in a smart way. The numbers are pretty amazing in terms of outcomes, it is very exciting. It is great that we have partnered with the high schools as these partnerships are essential to our future success as well. Trustee Burns asked Dr. Carr about the curricular alignment with the ROADMath program. As she understands it, the senior students in high school are taking the five modules and asked if this is based on the Power 15 credits. Dr. Carr said that this is a separate program from

the dual credit because this is technically our developmental course that is trying to get students up to college level math by the time they get to our campus. Trustee Burns asked if students automatically take the 15 credits. Dr. Carr replied that they take whatever the high school can offer. In the case of Evanston, they do not have English 101 yet, but they are working on it. Other than that they offer three out of the five modules. When we talk about scaling dual credit opportunities, there are some districts that have two or three out of the five modules, which is based upon the faculty credential piece because they have to have master's degree in their field in order to teach that course, and they become our adjunct faculty, and they have to meet our credentials. Trustee Burns asked who pays for the instruction of the students, and was told that right now the high schools are paying for the instruction. Chair Stafford said that for high achieving students, we have already baked into the high school curriculum college level credit with AP classes, so this is actually developing college level for all students. Trustee Burns noted that there is some work being done on the reading and writing. As far as students coming in and taking the placements tests, what are called gatekeepers, whether or not this was state mandated that students have to know enough to get into college, that they have to take a reading and a math test, and particular since students are coming from high school to college, it just seems like another test. President Smith said that is why the pilot Math 110 is allowing them to have a different way of placing through the competency base, as well as the multiple measures including their high school GPA, which is what we are going to be piloting instead of just using placement exams.

Trustee DiLeonardi asked if there is a selection process for students to take their classes. Dr. Carr replied that if there is a prerequisite assigned to one of our courses, then we have to test the student. In other words, for English 101, we have a writing placement exam that high schools students have to take prior to getting into that course. Again, that is a HLC driven and an ICCB driven mandate as well. Other than the classes that have a prerequisite, we really want to build dual credit into the curriculum pathway that is at the high school. We do not want a mandate. Trustee DiLeonardi asked regarding math, could a student, no matter where they were in math before, start with the modules and work from there. Dr. Carr said that there is still a placement mechanism that is going into it because it is a higher level algebra course. We want to make sure that they have some algebra coming up to it, and that is why Evanston went to our 070 Math, because what they want to do is take that curriculum to get ready. Dr. DiLeonardi said that it sounds like students could not take that course without a certain level of math, it is still a gatekeeper; there are more pathways into it than there were with AP classes. Dr. Carr responded that is that equity piece. We looked at who is the student population that is coming in, and it is not calculus students. The effort on our part and the reason why we select some students based upon competency is because if you put students in before they are ready, they are going to fail and we do not want that. There is some subtlety too as we want to make sure that they have enough math skills where they are going to be successful, but at the same time not make it so restrictive that hardly any other students can take it. Trustee DiLeonardi said that she is sure that HLC requires the rigor to be there; meaning if we say they passed that class, they could pass they class regardless of where they took it. Chair Stafford noted that Evanston has data from graduates that they have an 86 percent completion of college rate if they have successfully gotten a C or better in algebra 2 while they attended the high school. Trustee Frank asked if there is a cap at 15 or are we going to eventually expand it further. Dr. Carr replied that they are talking now about where we could possibly take it, and again it is a matter of balancing what problem are we trying to solve, coupled with making sure we have that quality. Chair Stafford thanked Dr. Carr for his informative presentation.

**Public Participation:** None

**11/17-1a Approval of Consent Agenda**

Trustee Tennes offered:

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

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

- 11/17-1b Approval of Consent Agenda Items 11/17-2 through 11/17-8**  
Trustee Tennes offered:  
"Be it resolved that the Board of Trustees of Community College District 535 approves the following items 11/17-2 through 11/17-8 as listed in the Consent Agenda."
- 11/17-2 Ratification of Payment of Bills for October 2017 (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 \$6,386,459.37 for all check amounts and for all purposes as appearing on a report dated October 2017."
- 11/17-3 Acceptance of Treasurer's Report for October 2017**  
"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 2017."
- 11/17-4 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 20, 2017 and August 8, 2017, should be made available for public inspection and no longer require confidential treatment and are released for public inspection."
- 11/17-5 Action on Recordings of Closed Session Meetings**  
"Be it resolved that the Board of Trustees of Community College District 535, recommend the destruction of the verbatim audio recordings held on June 24, 2014, September 16, 2014, October 21, 2014, November 18, 2014, and December 9, 2014."
- 11/17-6 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 \$146,549.11 for all funds listed in items a and b."  
a. Salary payments in the amount of \$21,105.00 for part-time teaching services for the Alliance for Lifelong Learning Fall 2017.  
b. Salary rescinds in the amount of \$2,543.94 for part-time teaching services for the Alliance for Lifelong Learning Fall 2017.
- 11/17-7 Supplemental Authorization to Pay Professional Personnel – Fall 2017**  
1. "Be it resolved that the Board of Trustees of Community College District 535 approves the adjustments of part-time faculty 2017 fall semester salaries in the amount of (\$4,203.94), in a revised total of \$4,237,989.12."  
2. "Be it further resolved that the Board of Trustees of Community College District 535 approves the adjustments of overload faculty 2017 fall semester salaries in the amount of \$7,943.00, resulting in a revised total of \$402,325.02."
- 11/17-8 Approval of a Clinical Practice Agreement**  
"Be it resolved that the Board of Trustees of Community College District 535 approves the following cooperative agreement:  
For the Pharmacy Tech Program  
Walgreen Company."

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

Ms. Tennes	Aye
Ms. Burns	Aye
Mr. Salzberg	Aye
Mr. Stafford	Aye
Mr. Kotowski	Aye
Dr. DiLeonardi	Aye
Mr. Frank	Aye

The motion carried; Student Trustee Chan favored the resolution.

11/17-9

**Appointment of Members to Career Program Advisory Committees for 2017-2018**

Trustee Frank offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorize the appointment of members to Career Program Advisory Committees for 2017-2018.”

Trustee Burns seconded the motion; a voice vote was called and the motion passed unanimously.

Trustee Tennes commented that when she reads through the lists of committees every year, one of the things she looks for is to see if we are pulling talent from within the district, which for the most part we are, although she did notice that for Early Childhood Education, there are almost equal or a few more out-of-district, than in-district institutions. In particular, a woman who for years was the director of a childcare center in Skokie, who is now in another suburb outside of district, but there is an excellent director at the place she left in Skokie who has been there for years. Trustee Tennes’ point being that she realizes that the highest and best goal of these committees is to make sure that we get the best possible resources for our students. But within that framework, she likes to see talent from within district, and she does not see quite as much of it as she would like to.

11/17-10

**Adoption of Resolution Setting Forth Tax Levies for 2017**

Trustee Kotowski offered:

SECTION 1: That the following sums be and hereby are levied as taxes for the year 2017 (to be collected in 2018) for the purposes set forth below, on the equalized assessed value of the taxable property of Community College District 535: the sum of Forty Two Million Ninety Eight Thousand One Hundred and Forty Four Dollars (\$42,098,144) 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 Fifty Thousand Dollars (\$50,000) 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 in substantially the form that is attached hereto with the County Clerk of Cook County, Illinois, before the last Tuesday of December 2017.

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 Tennes seconded the motion; Trustee Salzberg called the roll:

Mr. Stafford	Aye
Ms. Tennes	Aye
Mr. Salzberg	Aye
Dr. DiLeonardi	Aye
Ms. Burns	Aye
Mr. Kotowski	Aye
Mr. Frank	Nay

The motion carried; Student Trustee Chan favored the resolution.

11/17-11

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

Trustee Tennes offered:

“**WHEREAS**, on November 14, 2017, the Board of Trustees (“Board”) of Community College District 535, Cook County, Illinois (“College District”) did adopt its 2017 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 2017 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 2017 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 Burns seconded the motion; Trustee Salzberg called the roll:

Dr. DiLeonardi	Aye
Mr. Kotowski	Aye
Mr. Stafford	Aye
Mr. Salzberg	Aye
Ms. Burns	Aye
Mr. Frank	Abstain
Ms. Tennes	Aye

The motion carried; Student Trustee Chan favored the resolution

11/17-12

**Authorization to Approve November Purchases**

Trustee Kotowski offered:

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

Agenda

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>		<u>Amount</u>
11/17-12a	1-2	Travel Services for Field Study in the Netherlands	Koning Willem I College	\$	17,100.00
			JP Morgan Chase/ Appropriate Airline/ 4 Seasons Travel Agency	\$	11,700.00
11/17-12b	1-2	Travel Services for Summer 2018 Study	English and Foreign Language University	\$	26,325.00

		Abroad Program in India	JP Morgan Chase/ Appropriate Airline/ 4 Seasons Travel Agency	\$	23,400.00
11/17-12c	1-2	Document Imaging and Management System Annual Maintenance Contract and System Upgrades	Hyland Software, Inc.	\$	100,000.00
11/17-12d	1-2	Student Street Renovation, Phase 2	F.H. Paschen, S.N. Nielsen & Associates LLC	\$	1,562,000.00
11/17-12e	1	Extension of Contract - Consulting Services for Human Resources Operations	GovTempsUSA, LLC	\$	45,000.00
11/17-12f	1	Ratification of Educational Foundation Management Software – Three Year Contract	Blackbaud	\$	90,946.86
Grand Total				\$	1,876,471.86.”

Trustee Tennes seconded; Secretary Salzberg called the roll:

Mr. Stafford	Aye
Mr. Frank	Aye
Mr. Salzberg	Aye
Ms. Tennes	Aye
Mr. Kotowski	Aye
Dr. DiLeonardi	Aye
Ms. Burns	Aye

The motion carried; Student Trustee Chan favored the resolution.

**11/17-13 Preview and Initial Discussion of Upcoming Purchase**

The following purchase will be presented for approval at an upcoming Board of Trustees meeting: External Search Consulting Firm Engagement.

**11/17-14 Authorization to Approve Second Amendment to Lease Agreement with the Skokie Illinois Science and Technology Park**

Trustee Burns offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the Second Amendment to Lease Agreement with Skokie ISTP LLC, 8114 N. Lawndale, Skokie, Illinois 60076, for the period December 31, 2017 to December 31, 2018 and directs the College’s administration to execute the second amendment to the lease agreement.”

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

Dr. DiLeonardi	Aye
Mr. Stafford	Aye
Mr. Salzberg	Aye
Ms. Tennes	Aye
Mr. Kotowski	Aye
Mr. Frank	Aye
Ms. Burns	Aye



The motion carried; Student Trustee Chan favored the resolution.

**11/17-15 Authorization to Hire a Director of Student Life and Campus Inclusion**

Student Trustee Chan offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the appointment of Mr. Shedrick Daniels as Director of Student Life and Campus Inclusion, effective January 2, 2018, at an annual salary of \$87,500. That salary will be prorated for the period January 2, 2018 through June 30, 2018.”

Trustee Salzberg seconded the motion.

Dr. Karl Brooks, Vice President for Student Affairs, commented that we are excited about Mr. Daniels’ candidacy, and after a very rigorous selection process involving over 120 applicants for the position, Mr. Daniels definitely represented as a very highly qualified individual coming from Rock Valley College, currently as the Dean of Students. He has a wealth of experience and talent that he will bring to our campus. We are very excited about his candidacy as is the Student Life staff.

Trustee Salzberg called the roll:

- Mr. Kotowski Aye
- Dr. DiLeonardi Aye
- Ms. Tennes Aye
- Mr. Stafford Aye
- Mr. Frank Aye
- Ms. Burns Aye
- Mr. Salzberg Aye

The motion carried; Student Trustee Chan favored the resolution.

**11/17-16 Acceptance of Grants**

Trustee Tennes offered:

"Be it resolved that the Board of Trustees of Community College District 535 accepts the following grants, 11/17-16a and b:

a. Illinois Community College Board Adult Education and Family Literacy Grant in the amount of.....	\$1,600,290.00
b. U.S. Department of Justice “Bulletproof Vest Partnership”.....	\$1,747.02
for a total of \$1,602,037.02.”	

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

**Adjournment**

The next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535 will be held on Tuesday, December 5, 2017, beginning at 7:30 p.m. at 1600 E. Golf Road, Des Plaines, Illinois in room 1506.

Trustee Frank made the motion to adjourn the meeting, which was seconded by Trustee Tennes. A voice vote was called and the meeting was adjourned at 9:20 p.m.

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William Stafford, Chair

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Benjamin Salzberg, Board Secretary

ec  
11/2017

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

**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 12/17-2 through 12/17-4**

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 12/17-2 through 12/17-4 as listed in the Consent Agenda.

- 12/17-2 Ratification of Payment of Bills for November 2017
- 12/17-3 Ratification of Actions of the Alliance for Lifelong Learning Executive Board
- 12/17-4 Supplemental Authorization to Pay Professional Personnel – Fall 2017.”

**Ratification of Payment of Bills for November 2017**

The check register detailing the regular monthly bills for November 2017 was sent out on December 1, 2017. The totals by fund are on page 2. This includes approval of travel reimbursements for November, 2017.

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Board Chair

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Board Secretary

EC:vb

**President's Recommendation:** (if not adopted in the Consent Agenda)

That the Board adopt the following resolution:

"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 \$5,139,428.13 for all check amounts as listed and for all purposes as appearing on a report dated November, 2017."

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 November 2017, represented by checks on pages 1- 58 numbered 130039-130042, 130044-130167, 130169-130177, 130179-130198, 130199-130239, 130241-130279, 130281-130334, 130336-130342, 130344-130359, 130361-130373, 130375-130378, 130380-130381 and 130383-130510 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

Fund	Gross Payroll	Gross Checks Issued		Sub-Total	Voided Checks	Total
		Accounts Payable	Payable			
Education	\$3,609,807.55	\$431,827.92	\$4,041,635.47	(1,483.91)	\$4,040,151.56	
Operations, Building and Maintenance Fund	319,969.30	64,594.68	384,563.98		384,563.98	
Maintenance Fund (Restricted)		163,464.85	163,464.85		163,464.85	
Bond & Interest						
Auxiliary Enterprise	246,898.20	107,935.64	354,833.84	(6,856.00)	347,977.84	
Restricted purposes	133,776.57	30,221.54	163,998.11	(1,140.00)	162,858.11	
Working Cash						
Trust/Agency	383.68	3,032.78	3,416.46		3,416.46	
Audit		20,015.00	20,015.00		20,015.00	
Liability, Protection & Settlement		176.39	176.39		176.39	
Social Security/Medicare Loan						
TOALS	\$4,310,835.30	\$821,268.80	\$5,132,104.10	(9,479.91)	\$5,122,624.19	
Student Government	693.00	6,631.03	7,324.03		7,324.03	
TOTAL PER REPORT	\$4,311,528.30	\$827,899.83	\$5,139,428.13	(9,479.91)	\$5,129,948.22	

STUDENT GOVERNMENT AFFIDAVIT  
OAKTON COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT 535

Certification of Treasurer

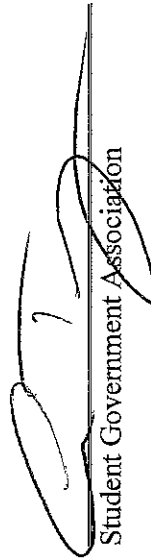
I hereby certify that materials and/or services represented by checks on pages 1-58 numbered 130043, 130168, 130178, 130198, 130240, 130280, 130335, 130343, 130360, 130374, 130379, and 130382 have been received, supporting invoices audited and that these checks were in order for issuance and are hereby 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 \$7,324.03 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 November, 2017.



Student Government Association

**Ratification of Actions of the Alliance for Lifelong Learning Executive Board**

The salary payments and rescinds include the following:

- a. Salary payments in the amount of \$5,945.50 for part-time teaching services for the Alliance for Lifelong Learning Fall 2017.
- b. Salary rescinds in the amount of \$1,194.13 for part-time teaching services for the Alliance for Lifelong Learning Fall 2017.

CH:nmi  
11/27/2017

**President's Recommendation:** (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 and b as stipulated above, and hereby approves the expenditures in the amount not to exceed \$7,139.63 for all funds listed in items a and b.”



**Supplemental Authorization to Pay Professional Personnel - Fall 2017**

Comparative figures:

**Fall 2017 Part-Time**  
**\$ 4,289,993.30**

**Fall 2016 Part-Time**  
**\$ 4,463,774.08**

**Fall 2017 Overload**  
**\$ 406,949.82**

**Fall 2016 Overload**  
**\$ 405,971.82**

IL/pt  
12/2017

**President's Recommendation:** (if not adopted in the Consent Agenda)

That the following resolution be approved:

1. "Be it resolved that the Board of Trustees of Community College District 535 approves the adjustments of part-time faculty 2017 fall semester salaries in the amount of \$52,004.18 resulting in a revised total of \$4,289,993.30."
2. "Be it further resolved that the Board of Trustees of Community College District 535 approves the adjustments of overload faculty 2017 fall semester salaries in the amount of \$4,624.80, resulting in a revised total of \$406,949.82."

**Approval of Board Meeting Schedule for Calendar Year 2018**

Per the Public Community College Act, 110 ILCS 805/3-8, public notice of the schedule of regular meetings of the Board of Trustees for the next calendar year, as set at the organizational meeting, must be given at the beginning of the calendar year.

JLS:ec  
12/2017

**President's Recommendation:**

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby reconfirms the established calendar of meetings of the Board for the **2018** calendar year (adopted April 25, 2017) for public notice as follows:

January 16, February 20, \*March 20, April 17, May 22, June 26, August 21, September 25,  
\*October 16, November 13, and December 11.”

\*“The March 20 and October 16, 2018 Board meetings will be held at the Skokie Campus of Oakton Community College, 7701 N. Lincoln Avenue, Skokie, Illinois, in room P104, beginning at 7:30 p.m.”

“All other meetings will be held at the Des Plaines Campus of Oakton Community College, 1600 E. Golf Road, Des Plaines, Illinois, in room the Board room (#1506), at 7:30 p.m. except where otherwise posted as required by law.”

**Authorization to Purchase Furniture for Student Street, Phase 2**

At the November Board meeting, the Board approved the construction work related to Phase 2 of the Student Street Renovation project. Among other improvements, this work will extend the terrazzo floor from the cafeteria area to the beginning of the west end, near the main entrance doors. The Administration worked with the interior design team at Perkins+Will and Forward Space (the College's furniture design and installation partner) to evaluate the common area spaces in order to determine the appropriate configuration of furniture for each space. The style and color of the furniture will be a continuation of the blue/green/gray color palette used in Phase 1 of the Student Street renovation. Furniture groupings include tables and chairs for events and activities on Student Street near the cafeteria, additional seating and writing/computer stations near the Alliance office, individual and collaborative seating along the windows overlooking the courtyard, chairs and files for the new information desk, and seating near the new main staircase. In addition, some furniture is being purchased to "fill in" open spaces near the Enrollment Center/staircase area that did not have furniture in the Phase 1 Student Street remodel. Installation will occur at the end of the Student Street, Phase 2 construction in late March 2018. This item was "previewed" at the October 2018 Board meeting.

This will be a single source purchase for the layout/design, purchase, and installation of the furniture from Forward Space, the College's long time furniture partner. For more than 25 years, Forward Space has been the College's primary source for office, classroom, and lounge furniture. When you combine their extensive knowledge of furniture, fabrics, and finishes, along with their vast understanding of the College's interiors and priorities, they stand out as one of the College's top business partners. Close to 100% of the furniture throughout the College has been supplied by Forward Space; the Student Center and Student Street – Phase 1 are their most recent installations. The Administration is very confident that Forward Space will continue to exceed the College's expectations.

The project budget has \$72,000 allocated for the purchase of new furniture for the common areas of Phase 2. The original price quote was \$106,798.10. A careful analysis of the proposal, the acceptance of some suggested alternates, and the elimination of a few ancillary pieces brought the total down to \$99,099.86. Additional funding has been identified from an underspend on the Student Street Phase 1 renovation project and the redeployment of funds for a future capital improvement plan project.

dls 11/30/2017

**President's Recommendation:**

That the Board adopt the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Furniture for Student Street, Phase 2 from Forward Space, 1142 N. Northbranch Street, Chicago, Illinois 60642 for a total of \$99,099.86 per their proposal #363395 dated November 22, 2017."

**Preview and Initial Discussion of Upcoming Purchases**

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

**a) Travel for Baseball Team** - Each year, the Oakton Men’s Baseball program schedules a spring training team trip to Florida. This trip is an integral part of the baseball program and provides opportunities for team building activities and competition with many of the best community college baseball programs in the country.

Once again, the baseball team is planning to travel to Auburndale, Florida and participate in the Russ Matt Baseball program. This organization is the largest operator of college baseball spring break tournaments in the United States with over 230 college baseball teams participating in three locations. Oakton’s team would be scheduled to play twelve games during the trip with additional time for practice and team skill building activities.

Under current plans, the Oakton men’s baseball team would leave Des Plaines in the late afternoon of Thursday, March 8 and return on Sunday, March 18, 2018. The cost of the trip breaks down as follows:

Cost Category	Cost	Explanation
Coach Bus Transportation TBD	\$11,500	Bus Transportation to and from Florida along with on-site ground transportation
Balmoral Resort 267 U.S. 27 Haines City, FL 33844	\$1,200	Hotel for bus drivers
Balmoral Resort 267 U.S. 27 Haines City, FL 33844	\$13,000	Rental of home facilities for player housing
Airline Travel for Head Coach	\$400	Set up work prior to team arrival
Enterprise Rental	\$1,200	On-site travel
Food	\$5,000	Grocery purchase for on-site food preparation and limited dine out
Russ Matt Baseball	\$ 2,200	Game Fees
Russ Matt Baseball	\$300	Team Registration
<b>TOTAL</b>	<b>\$34,800</b>	<b>Total estimated cost of trip</b>

The cost of the trip will be paid for through fundraising efforts by the baseball team so this is pass-through money. If adequate funds are not raised by February 7, 2018 to cover these costs, the trip will be cancelled. The Administration plans to present this item to the Board for approval at the January Board of Trustees meeting.

**b) Edge Network Equipment and Blade Servers** - The College's local area networks and wide area networks are built with a combination of four core switch/routers, 123 edge switches, and two border routers providing over 6,000 network ports for computers, phones, wireless access points, digital signs, building management system controllers, security cameras, and numerous other network devices. The College also uses Cisco UCS blade servers for all of the virtual and physical servers at the Des Plaines and Skokie data center. The FY2017-2018 capital equipment budget includes funds to replace a subset of this equipment.

This purchase will include thirteen 48 port gigabit Ethernet POE edge switches with ten gigabit uplinks, eighteen 48 port gigabit Ethernet POE edge switches with ten gigabit uplinks, associated optical and stacking modules. These 31 edge switches will be used to replace existing ten year old edge switches that are out of support. In addition, the purchase will include two blade servers and a blade server chassis to provide additional virtual server capacity for disaster recover, growth, and Banner 9.

The Information Technology (IT) department will provide specifications and the Purchasing department will be issuing a bid for the purchase of this equipment. The College has budgeted \$164,000 for this purchase. The Administration plans to present this item to the Board for approval at the January Board of Trustees meeting.

**c) Backup Software Support and Maintenance Renewal – One Year Contract** - For disaster recovery, data protection, and archiving purposes, the College uses a Commvault Simpana enterprise backup system to back up the data and configurations of the 38 physical servers and 241 virtual machines that provide services to the 2,300 computers and 10,000 network computer users at both campuses, as well as online users. The current maintenance software upgrade, support and maintenance agreement expires in February 2018.

The current trend in the information technology industry has manufacturers giving one preferred reseller special, discounted pricing; effectively eliminating the motivation for other companies to submit pricing. In the past, the College has had unsatisfactory bid responses for these types of bids because vendors are resistant to submitting a bid after the manufacturer has already selected and identified the preferred reseller. In addition, according to 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.” For these reasons, it is in the College’s best interests to work directly with the manufacturer and their preferred reseller to secure pricing.

The annual cost for the support and maintenance agreement is estimated at \$43,000. The Administration plans to present this item to the Board for approval at the January Board of Trustees meeting.

**d) IP Telephony Annual Support and Software Assurance Agreement Renewal – One Year Contract** - The College purchased a Mitel IP telephony system in 2012 to provide telephones, voicemail, and related services. The hardware/software support and upgrades for these systems are provided by a set of annual support and software assurance contracts that will expire on March 1, 2018.

As noted in preview item c, this purchase falls into the same category of the manufacturer’s selection a preferred reseller. Past bids for this contract have resulted in unsatisfactory bid responses for this service. This purchase is also exempt from bidding per ILCS-805/3-27.1 item f. For these reasons, it is in the College’s best interests to work directly with the manufacturer and their preferred reseller to secure pricing. The annual cost for the agreement is estimated at \$26,200. The Administration plans to present this item to the Board for approval at the January Board of Trustees meeting.

**e) Early Alert Student Software Renewal – Three Year Contract** - In 2012, Oakton invested in Early Alert Software which provides tools for faculty and staff to identify students whose behavior suggests they are heading toward academic problems. Early at-risk indicators include excessive class absences, failure to turn in assignments on time, poor performance on assignments, quizzes, or tests, or regular tardiness. Early Alert systems allow faculty and staff to record the at-risk behaviors the student is exhibiting, and send this information to trained staff members who then contact the student to offer individualized assistance and interventions. Between fall of 2013 and spring of 2016, an average of 5,836 student progress reports have been completed by faculty per semester. Of these, an average of 1,342 students per semester have been flagged as at-risk and an average of 176 students per semester have met with a student success coach or academic advisor. The students who met with a coach or advisor had a higher class pass rate, completed the term with at least a GPA of 2.0, persisted to the subsequent term, and persisted to the subsequent year. Overall, there is a positive student success and persistence impact for those students who are flagged at-risk (by their professor) and who meet with a student success coach or academic advisor. The data demonstrate/support the notion that faculty partnering with student affairs staff to reach out and provide academic or social support to students throughout the semester positively impacts students' success.

Oakton has been using GradesFirst, a hosted cloud based solution from Education Advisory Board, Inc. The contract expires in March, 2018, and the Administration will

seek Board approval to renew this service. The College is currently discussing the length and terms of the contract, but will likely seek a three year agreement with Education Advisory Board, Inc. for a total cost of \$95,000. The Administration plans to present this item to the Board for approval at the January Board of Trustees meeting.

**Consideration and Action on a Resolution Authorizing and Providing for an Installment Purchase Agreement for the Purpose of Paying the Cost of Purchasing Real or Personal Property, or Both, in and for the District, and for the Issue of the District's \$5,015,000 General Obligation (Limited Tax) Debt Certificates, Series 2017, Evidencing the Rights to Payment Under Said Agreement, Providing for the Security for and Means of Payment Under Said Agreement of the Debt Certificates, and Authorizing the Sale of the Debt Certificates to BMO Harris Bank, N.A.**

In June 2017, the Board approved the College's FY2018-FY2022 Master Plan totaling \$53.0 million. The College is working with its financial advisors, PMA Securities, to issue debt certificates in the amount of \$5,015,000. The debt certificates will later be paid off with funding bonds and enable the College to extend property taxes for the payment of debt. The Board is being asked to authorize issuance of the debt certificates by adopting the enabling resolution.

The College and its financial advisors have secured a favorable proposal from BMO Harris Bank, N.A., at a fixed rate (true interest cost) of 2.62%. JP Morgan Chase also submitted a bid to purchase the College's debt certificates, which is based off of the current 1-month LIBOR of 1.35%. JP Morgan's offered rate is equal to 70% of LIBOR plus 0.57% for the initial term of the debt certificates. After also factoring in other fees from JP Morgan, the true interest cost is 2.01%. The savings to the College over the approximately 120 day period that the debt certificates would be outstanding was projected by PMA at approximately \$11,000 based on the JP Morgan Chase bid. However, the JP Morgan Chase bid included several terms and provisions that were not beneficial to the College, whereas BMO Harris Bank's bid conformed with all of the terms that were set forth in the term sheet that was sent to all prospective bidders.

Therefore, in consultation with its financial advisors, PMA, the College is recommending the award of debt certificates to BMO Harris Bank, N.A. In a single resolution, the College will issue debt certificates of \$5,015,000 and approve the placement of the debt certificates with BMO Harris Bank, N.A. Pursuant to the financing plan that was previously approved by the Board of Trustees, such debt certificates will be paid off with funding bonds approximately 120 days after closing of the debt certificates on December 20, 2017.



**President's Recommendation:**

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

“WHEREAS, Community College District No. 535, County of Cook and State of Illinois (the “*District*”), is a community college district of the State of Illinois (the “*State*”) operating, among other things, under and pursuant to the Public Community College Act of the State (the “*Public Community College Act*”), the Local Government Debt Reform Act of the State (the “*Debt Reform Act*”), and in particular, the provisions of Section 17(b) of the Debt Reform Act (the “*Installment Purchase Provisions*”) and all other Omnibus Bond Acts of the State, in each case, as supplemented and amended; and”

“WHEREAS, the Board of Trustees of the District (the “*Board*”) has considered the needs of the District and, in so doing, the Board has deemed and does now deem it advisable, necessary, and for the best interests of the District for the purpose of financing various capital projects in and for the District, including, in connection with said work, acquisition of all land or rights in land, mechanical, electrical, and other services necessary, useful, or advisable thereto (the “*Project*”), all as shown on preliminary plans and cost estimates on file with and approved by the Board; and”

“WHEREAS, the Board has determined the total cost of the Project and expenses incidental thereto, including financial, legal, architectural, and engineering services related to such work and to the Agreement hereinafter provided for in this Resolution (collectively “*Related Expenses*”) to be not less than \$5,015,000 plus estimated investment earnings which may be received on said sum prior to disbursement; and”

“WHEREAS, sufficient funds of the District are not available to pay the costs of the Project and Related Expenses, and it will, therefore, be necessary to borrow money in the amount of \$5,015,000 for the purpose of paying such costs; and”

“WHEREAS, pursuant to the Installment Purchase Provisions, the District has the power to purchase real or personal property through agreements that provide that the consideration for the purchase may be paid through installments made at stated intervals for a period of no more than 20 years, to sell, convey and reacquire either real or personal property upon any terms and conditions and in any manner as the Board shall determine, if the District will lease, acquire by purchase agreement, or otherwise reacquire the property as authorized by applicable law and to issue certificates evidencing indebtedness incurred under such agreements; and”

“WHEREAS, the Board finds that it is desirable and in the best interests of the District to avail of the provisions of the Installment Purchase Provisions; authorize an Installment Purchase Agreement (the “*Agreement*”) more particularly as described and provided below in the text of this Resolution; name as counter-party to the Agreement the Treasurer of the Board (the “*Treasurer*”), as nominee-seller; authorize the Chairman of the Board (the “*Chairman*”) and the Secretary of the Board (the “*Secretary*”) to execute and attest, respectively, the Agreement on behalf of the District and to file same with the Secretary in her capacity as keeper of the records and files of the District; and issue certificates evidencing the indebtedness incurred under the Agreement in the amount of \$5,015,000, in form and having such details as set forth in the text of this Resolution;”

“WHEREAS, the Board finds that it reasonably expects to refinance the Certificates authorized in the Certificate Resolution with permanent funding bonds within four months following the date of issuance of the Certificates;”

“That the Board adopt the Certificate Resolution entitled:

RESOLUTION of Community College District No. 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 \$5,015,000 General Obligation (Limited Tax) Debt Certificates, Series 2017, 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.”

“WHEREUPON, the Chairman declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the Secretary to record the same in full in the records of the Board of Trustees of Community College District No. 535, County of Cook and State of Illinois, which was done.”

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 535, County of Cook and State of Illinois, held in the Board Room (1506) at Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois, in said Community College District at 7:30 o'clock P.M., on the 5th day of December, 2017.

\* \* \*

The meeting was called to order by the Chairman, and upon the roll being called, William Stafford, the Chairman, and the following Trustees were physically present at said location: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

The following Trustees were allowed by a majority of the members of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: \_\_\_\_\_  
\_\_\_\_\_

No Trustee was not permitted to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_  
\_\_\_\_\_

The Chairman announced that a proposal had been received from BMO Harris Bank, N.A., Chicago, Illinois, for the purchase of the District's General Obligation (Limited Tax) Debt Certificates, Series 2017, 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 Trustee \_\_\_\_\_ presented the following resolution, copies of which were made available to all in attendance at said meeting who requested a copy:

RESOLUTION of Community College District No. 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 \$5,015,000 General Obligation (Limited Tax) Debt Certificates, Series 2017, 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.

WHEREAS, Community College District No. 535, County of Cook and State of Illinois (the “*District*”), is a community college district of the State of Illinois (the “*State*”) operating, among other things, under and pursuant to the Public Community College Act of the State (the “*Public Community College Act*”), the Local Government Debt Reform Act of the State (the “*Debt Reform Act*”), and in particular, the provisions of Section 17(b) of the Debt Reform Act (the “*Installment Purchase Provisions*”) and all other Omnibus Bond Acts of the State, in each case, as supplemented and amended; and

WHEREAS, the Board of Trustees of the District (the “*Board*”) has considered the needs of the District and, in so doing, the Board has deemed and does now deem it advisable, necessary, and for the best interests of the District for the purpose of financing various capital projects in and for the District, including, in connection with said work, acquisition of all land or rights in land, mechanical, electrical, and other services necessary, useful, or advisable thereto (the “*Project*”), all as shown on preliminary plans and cost estimates on file with and approved by the Board; and

WHEREAS, the Board has determined the total cost of the Project and expenses incidental thereto, including financial, legal, architectural, and engineering services related to such work

and to the Agreement hereinafter provided for in this Resolution (collectively “*Related Expenses*”) to be not less than \$5,015,000 plus estimated investment earnings which may be received on said sum prior to disbursement; and

WHEREAS, sufficient funds of the District are not available to pay the costs of the Project and Related Expenses, and it will, therefore, be necessary to borrow money in the amount of \$5,015,000 for the purpose of paying such costs; and

WHEREAS, pursuant to the Installment Purchase Provisions, the District has the power to purchase real or personal property through agreements that provide that the consideration for the purchase may be paid through installments made at stated intervals for a period of no more than 20 years, to sell, convey and reacquire either real or personal property upon any terms and conditions and in any manner as the Board shall determine, if the District will lease, acquire by purchase agreement, or otherwise reacquire the property as authorized by applicable law and to issue certificates evidencing indebtedness incurred under such agreements; and

WHEREAS, the Board finds that it is desirable and in the best interests of the District to avail of the provisions of the Installment Purchase Provisions; authorize an Installment Purchase Agreement (the “*Agreement*”) more particularly as described and provided below in the text of this Resolution; name as counter-party to the Agreement the Treasurer of the Board (the “*Treasurer*”), as nominee-seller; authorize the Chairman of the Board (the “*Chairman*”) and the Secretary of the Board (the “*Secretary*”) to execute and attest, respectively, the Agreement on behalf of the District and to file same with the Secretary in her capacity as keeper of the records and files of the District; and issue certificates evidencing the indebtedness incurred under the

Agreement in the amount of \$5,015,000, in form and having such details as set forth in the text of this Resolution:

NOW THEREFORE Be It and It is Hereby Resolved by the Board of Trustees of Community College District No. 535, County of Cook and State of Illinois, as follows:

*Section 1. Definitions.* Words and terms used in this Resolution shall have the meanings given them unless the context or use clearly indicates another or different meaning is intended. Words and terms defined in the singular may be used in the plural and vice-versa. Reference to any gender shall be deemed to include the other and also inanimate persons such as corporations, where applicable.

A. The following words and terms are as defined in the preambles hereto.

- Agreement
- Board
- Chairman
- Debt Reform Act
- District
- Installment Purchase Provisions
- Project
- Public Community College Act
- Related Expenses
- Secretary
- State
- Treasurer

B. The following words and terms are defined as set forth.

“*Certificates*” means the \$5,015,000 General Obligation (Limited Tax) Debt Certificates, Series 2017, authorized to be issued by this Resolution.

“*Certificate Fund*” means the fund established and defined in Section 12 of this Resolution.

“*Certificate Registrar*” means Amalgamated Bank of Chicago, Chicago, Illinois, in its respective capacities as registrar and paying agent hereunder, or a successor thereto or a successor designated as Certificate Registrar hereunder.

“*Code*” means the Internal Revenue Code of 1986, as amended.

“*Project Fund*” means the Project Fund established and defined in Section 12 of this Resolution.

“*Purchaser*” means the purchaser of the Certificates, namely, BMO Harris Bank, N.A., Chicago, Illinois.

“*Resolution*” means this Resolution adopted by the Board on the 5th day of December, 2017.

C. Definitions also appear in the preambles hereto or in specific sections, as appear below. The headings in this Resolution are for the convenience of the reader and are not a part of this Resolution.

*Section 2. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are true, correct and complete and does incorporate them into this Resolution by this reference.

*Section 3. Authorization.* It is necessary and advisable for the public health, safety, welfare, and convenience of residents of the District to pay the costs of acquisition and construction of the Project, including all Related Expenses and to borrow money and, in evidence thereof and for the purpose of financing same, enter into the Agreement and, further, to provide for the issuance and delivery of the Certificates evidencing the indebtedness incurred under the Agreement.



*Section 4. Agreement Is a General Obligation; Annual Budget.* The District hereby represents, warrants, and agrees that the obligation to make the payments due under the Agreement shall be a lawful direct general obligation of the District payable from the general funds of the District and such other sources of payment as are otherwise lawfully available. The District represents and warrants that the total amount due the nominee-seller under the Agreement, together with all other indebtedness of the District, is within all statutory and constitutional debt limitations. The District agrees to budget funds of the District annually and in a timely manner so as to provide for the making of all payments when due under the terms of the Agreement.

*Section 5. Execution and Filing of the Agreement.* From and after the effective date of this Resolution, the Chairman and Secretary be and they are hereby authorized and directed to execute and attest, respectively, the Agreement, in substantially the form thereof set forth below in the text of this Resolution, and to do all things necessary and essential to effectuate the provisions of the Agreement, including the execution of any documents and certificates incidental thereto or necessary to carry out the provisions thereof. Further, as nominee-seller, the Treasurer is hereby authorized and directed to execute the Agreement. Upon full execution, the original of the Agreement shall be filed with the Secretary and retained in the District records and constitute authority for issuance of the Certificates. The Installment Purchase Agreement shall be in substantially the form as follows:

INSTALLMENT PURCHASE AGREEMENT for the purchase of real or personal property, or both, in and for Community College District No. 535, County of Cook and State of Illinois.

THIS INSTALLMENT PURCHASE AGREEMENT (this “*Agreement*”) made as of the 20th day of December, 2017, by and between the Treasurer of the hereinafter-defined Board (the “*Treasurer*”), as Nominee-Seller (the “*Seller*”), and Community College District No. 535, County of Cook and State of Illinois, a Community College District of the State of Illinois (the “*District*”):

**WITNESSETH**

A. The Board of Trustees (the “*Board*”) of the District has determined to finance various capital projects in and for the District, all for community college purposes (the “*Project*”), all as previously approved by the Board and on file with the Secretary of the Board (the “*Secretary*”).

B. Pursuant to the provisions of the Public Community College Act of the State of Illinois, the Local Government Debt Reform Act of the State of Illinois (the “*Debt Reform Act*”), and, in particular, the provisions of Section 17(b) of the Debt Reform Act (the “*Installment Purchase Provisions*”), and all other Omnibus Bond Acts of the State of Illinois, in each case, as supplemented and amended (collectively “*Applicable Law*”), the District has the power to purchase real or personal property through agreements that provide that the consideration for the purchase may be paid through installments made at stated intervals for a period of no more than 20 years, to sell, convey and reacquire either real or personal property upon any terms and conditions and in any manner as the Board shall determine, if the District will lease, acquire by

purchase agreement, or otherwise reacquire the property as authorized by applicable law and to issue certificates evidencing indebtedness incurred under such agreements.

C. On the 5th day of December, 2017, the Board, pursuant to Applicable Law and the need to provide for the Project, adopted a resolution (the “*Resolution*”) authorizing the borrowing of money for the Project, the execution and delivery of this Agreement to finance same, and the issuance of certificates evidencing the indebtedness so incurred.

D. The Resolution is

- (a) incorporated herein by reference; and
- (b) made a part hereof as if set out at this place in full;

and each of the terms as defined in the Resolution is also incorporated by reference for use in this Agreement.

E. The Seller, as nominee as expressly permitted by the Installment Purchase Provisions, has agreed to acquire and construct the Project on the terms as hereinafter provided.

NOW THEREFORE in consideration of the mutual covenants and agreements hereinafter contained and other valuable consideration, it is mutually agreed between the Seller and the District as follows:

1. MAKE, CONSTRUCT AND ACQUIRE PROJECT

The Seller agrees to make, construct, and acquire the Project upon real estate owned or to be owned by or upon which valid easements have been obtained in favor of the District.

2. CONVEYANCE

The District conveys to the Seller any portion of the Project heretofore acquired by the District and to be paid from proceeds of the Certificates (as defined in the Resolution). The

Seller agrees to convey each part of the Project to the District and to perform all necessary work and convey all necessary equipment; and the District agrees to purchase the Project from the Seller and pay for the Project the purchase price of not to exceed \$5,015,000; plus the amount of investment earnings which are earned on the amount deposited with the Treasurer from the sale of the Certificates and in no event shall the total aggregate principal purchase price to be paid pursuant to this Agreement exceed the sum of \$5,015,000, plus the amount of investment earnings which are earned on the amount deposited with the Treasurer from the sale of the Certificates.

3. PAYMENTS

The payment of the entire sum of \$5,015,000 of said purchase price shall:

- (a) be payable in installments due on the dates and in the amounts;
- (b) bear interest at the rates percent per annum which interest shall also be payable on the dates and in the amounts;
- (c) be payable at the place or places of payment, in the medium of payment, and upon such other terms, including prepayment (redemption);

all as provided for payment of the Certificates in the Resolution.

4. ASSIGNMENT

Rights to payment of the Seller as provided in this Agreement are unconditionally and irrevocably assigned as a matter of law, under the Installment Purchase Provisions, to the registered and beneficial owners of the Certificates now and hereafter, on a several and not joint basis. This Agreement and any right, title, or interest herein, shall not be further assignable. The

Certificates, evidencing the indebtedness incurred hereby, are assignable (registrable) as provided in the Resolution.

5. TAX COVENANTS

The covenants relating to the tax-exempt status of the Certificates, as set forth in the Resolution, insofar as may be applicable, apply to the work to be performed and the payments made under this Agreement.

6. TITLE

(a) *Vesting of Title.* Title in and to any part of the Project, upon delivery or as made, during all stages of the acquisition or construction thereof, shall and does vest immediately in the District.

(b) *Damage, Destruction, and Condemnation.* If, during the term of this Agreement, (i) all or any part of the Project shall be destroyed, in whole or in part, or damaged by fire or other casualty or event; or (ii) title to, or the temporary or permanent use of, all or any part of the Project shall be taken under the exercise of the power of eminent domain by any governmental body or by any person, firm, or corporation acting under governmental authority; or (iii) a material defect in construction of all or any part of the Project shall become apparent; or (iv) title to or the use of all or any part of the Project shall be lost by reason of a defect in title; then the District shall continue to make payments as promised herein and in the Certificates and to take such action as it shall deem necessary or appropriate to repair and replace the Project.

7. LAWFUL CORPORATE OBLIGATION

The District hereby represents, warrants, and agrees that the obligation to make the payments due hereunder shall be a lawful direct general obligation of the District payable from the general funds of the District and such other sources of payment as are otherwise lawfully

available. The District represents and warrants that the total amount due the Seller hereunder, together with all other indebtedness of the District, is within all statutory and constitutional debt limitations. The District agrees to budget funds of the District annually and in a timely manner so as to provide for the making of all payments when due under the terms of this Agreement.

**8. GENERAL COVENANT AND RECITAL**

It is hereby certified and recited by the Seller and the District, respectively, that as to each, respectively, for itself, all conditions, acts, and things required by law to exist or to be done precedent to and in the execution of this Agreement did exist, have happened, been done and performed in regular and due form and time as required by law.

**9. NO SEPARATE TAX**

**THE SELLER AND THE DISTRICT RECOGNIZE THAT THERE IS NO STATUTORY AUTHORITY FOR THE LEVY OF A SEPARATE TAX IN ADDITION TO OTHER TAXES OF THE DISTRICT OR THE LEVY OF A SPECIAL TAX UNLIMITED AS TO RATE OR AMOUNT TO PAY ANY OF THE AMOUNTS DUE HEREUNDER.**

**10. DEFAULT AND REMEDIES**

In the event of a default in payment hereunder by the District, the Seller or any Certificateholder may pursue any available remedy by suit at law or equity to enforce the payment of all amounts due or to become due under this Agreement, including, without limitation, an action for specific performance. Any costs and expenses (including reasonable attorney fees) incurred by any Certificateholder in enforcing rights hereunder shall be paid by the District. The District waives any and all defenses to any actions by a Certificateholder hereunder

based on standing by any Certificateholder (including as beneficial owner), joinder of necessary parties or the posting of any bond or surety.

IN WITNESS WHEREOF the Seller has caused this Installment Purchase Agreement to be executed and attested and his or her signature to be attested by the Secretary of the Board, and the District has caused this Installment Purchase Agreement to be executed by its Chairman, and also attested by the Secretary, all as of the day and year first above written.

SELLER: Signature: \_\_\_\_\_

Name: Edwin Chandrasekar  
as Nominee-Seller and the Treasurer  
of the Board of Trustees of the District

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees

COMMUNITY COLLEGE DISTRICT NO. 535,  
COUNTY OF COOK AND STATE OF  
ILLINOIS

\_\_\_\_\_  
Chairman, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees



STATE OF ILLINOIS            )  
                                          ) SS  
COUNTY OF COOK            )

**CERTIFICATE OF INSTALLMENT PURCHASE AGREEMENT FILING**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees (the “*Board*”) of Community College District No. 535, County of Cook and State of Illinois (the “*District*”), and as such officer I do hereby certify that on the 20th day of December, 2017, there was filed in my office a properly certified copy of that certain document, executed by the Chairman of the Board, attested by me in my capacity as Secretary of the Board, and further executed, as Nominee-Seller, by the Treasurer of the Board, also attested by me, dated the 20th day of December, 2017, and entitled “INSTALLMENT PURCHASE AGREEMENT for the purchase of real or personal property, or both, in and for Community College District No. 535, County of Cook and State of Illinois”; and supporting the issuance of certain General Obligation (Limited Tax) Debt Certificates, Series 2017, of the District; that attached hereto is a true and complete copy of said Agreement as so filed; and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF I have hereunto affixed my official signature, this 20th day of December, 2017.

\_\_\_\_\_  
Secretary, Board of Trustees

*Section 6. Certificate Details.* For the purpose of providing for the Project and Related Expenses, there shall be issued and sold debt certificates in the principal amount of \$5,015,000, which shall be designated as “General Obligation (Limited Tax) Debt Certificates, Series 2017” (the “*Certificates*”). The Certificates shall be dated December 20, 2017, and shall also bear the date of authentication thereof. The Certificates shall be in fully registered form, shall be in denominations of \$100,000 each and authorized integral multiples of \$5,000 in excess thereof (“*Authorized Denominations*”) (but no single Certificate shall represent principal maturing on more than one date), and shall be numbered 1 and upward. The Certificates shall become due and payable serially (subject to prior optional redemption as hereinafter set forth) on December 1 and bear interest at the rates per annum as follows:

YEAR	AMOUNT	RATE
2018	\$460,000	1.70%
2019	460,000	1.90%
2020	470,000	2.00%
2021	480,000	2.20%
2022	490,000	2.35%
2023	505,000	2.50%
2024	515,000	2.65%
2025	530,000	2.75%
2026	545,000	2.90%
2027	560,000	3.00%

The Certificates shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of such Certificate is paid or duly provided for, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on June 1 and December 1 of each year, commencing on December 1, 2018. Interest on each Certificate shall be paid by check or draft

of the Certificate Registrar, payable upon presentation thereof in lawful money of the United States of America, to the person in whose name such Certificate is registered at the close of business on the 15th day of the month next preceding the interest payment date, and mailed to the registered owner of the Certificate at the address as shown in the Certificate Register or at such other address furnished in writing by such registered owner. The principal of or redemption price due on the Certificates shall be payable in lawful money of the United States of America upon presentation thereof at the office maintained for such purpose of the Certificate Registrar as currently maintained, as may be relocated from time to time, or at successor Certificate Registrar and locality.

The Certificates shall be signed by the manual or duly authorized facsimile signatures of the Chairman and the Secretary, and registered, numbered and countersigned by the manual or duly authorized facsimile signature of the Treasurer. In case any such officer whose signature shall appear on any Certificate shall cease to be such officer before the delivery of such Certificate, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

All Certificates shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Certificate Registrar as authenticating agent of the District and showing the date of authentication. No Certificate shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Resolution unless and until such certificate of authentication shall have been duly executed by the Certificate Registrar by manual signature, and such certificate of authentication upon any such Certificate shall be conclusive evidence that such Certificate has been authenticated and delivered under this Resolution. The certificate of authentication on any Certificate shall be deemed to have been executed by the

Certificate Registrar if signed by an authorized officer of the Certificate Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Certificates issued hereunder.

*Section 7. Registration of Certificates; Persons Treated as Owners.* (a) *General.* The District shall cause books (the “*Certificate Register*”) for the registration and for the transfer of the Certificates as provided in this Resolution to be kept at the principal office of the Certificate Registrar, which is hereby constituted and appointed the registrar of the District for the Certificates. The District is authorized to prepare, and the Certificate Registrar or such other agent as the District may designate shall keep custody of, multiple Certificate blanks executed by the District for use in the transfer and exchange of Certificates. Any Certificate may be transferred or exchanged, but only in the manner, subject to the limitations, and upon payment of the charges as set forth in this Resolution.

Upon surrender for transfer or exchange of any Certificate at the principal office of the Certificate Registrar, duly endorsed by or accompanied by a written instrument or instruments of transfer or exchange in form satisfactory to the Certificate Registrar and duly executed by the registered owner or his or her attorney for such owner duly authorized in writing, the District shall execute and the Certificate Registrar shall authenticate, date, and deliver in the name of the transferee or transferees or, in the case of an exchange, the registered owner, a new fully registered Certificate or Certificates of the same maturity of Authorized Denominations, for a like aggregate principal amount. Any fully registered Certificate or Certificates may be exchanged at said office of the Certificate Registrar for a like aggregate principal amount of Certificate or Certificates of the same maturity of other Authorized Denominations. The

execution by the District of any fully registered Certificate shall constitute full and due authorization of such Certificate; and the Certificate Registrar shall thereby be authorized to authenticate, date, and deliver such Certificate; *provided, however*, the principal amount of outstanding Certificates of each maturity authenticated by the Certificate Registrar shall not exceed the authorized principal amount of Certificates for such maturity less previous retirements.

The Certificate Registrar shall not be required to transfer or exchange any Certificate during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Certificate and ending on such interest payment date, nor to transfer or exchange any Certificate after notice calling such Certificate for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Certificates.

The person in whose name any Certificate shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Certificate shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Certificate to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Certificates, but the District or the Certificate Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Certificates except in the case of the issuance of a Certificate or Certificates for the unredeemed portion of a Certificate surrendered for redemption.

(b) *Global Book-Entry System.* The Certificates shall be initially issued in the form of a separate single fully registered Certificate for each of the maturities of the Certificates determined as described in Section 6 hereof. Upon initial issuance, the ownership of each such Certificate shall be registered in the Certificate Register in the name of Cede & Co., or any successor thereto (“*Cede*”), as nominee of The Depository Trust Company, New York, New York, and its successors and assigns (“*DTC*”). All of the outstanding Certificates shall be registered in the Certificate Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The Chairman, Secretary and Treasurer and the Certificate Registrar are each authorized to execute and deliver, on behalf of the District, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the “*Representation Letter*”), which Representation Letter may provide for the payment of principal of or interest on the Certificates by wire transfer.

With respect to Certificates registered in the Certificate Register in the name of Cede, as nominee of DTC, the District and the Certificate Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Certificates from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a “*DTC Participant*”) or to any person on behalf of whom such a DTC Participant holds an interest in the Certificates. Without limiting the immediately preceding sentence, the District and the Certificate Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Certificates, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Certificate as shown in

the Certificate Register, of any notice with respect to the Certificates, including any notice of redemption, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Certificate as shown in the Certificate Register, of any amount with respect to the principal of or interest on the Certificates. The District and the Certificate Registrar may treat and consider the person in whose name each Certificate is registered in the Certificate Register as the holder and absolute owner of such Certificate for the purpose of payment of principal and interest with respect to such Certificate, for the purpose of giving notices of redemption and other matters with respect to such Certificate, for the purpose of registering transfers with respect to such Certificate, and for all other purposes whatsoever. The Certificate Registrar shall pay all principal of and interest on the Certificates only to or upon the order of the respective registered owners of the Certificates, as shown in the Certificate Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of the principal of and interest on the Certificates to the extent of the sum or sums so paid. No person other than a registered owner of a Certificate as shown in the Certificate Register, shall receive a Certificate evidencing the obligation of the District to make payments of principal and interest with respect to any Certificate. Upon delivery by DTC to the Certificate Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 6 hereof with respect to the payment of interest to the registered owners of Certificates at the close of business on the 15th day of the month next preceding the applicable interest payment date, the name "Cede" in this Resolution shall refer to such new nominee of DTC.

In the event that (i) the District determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the District, the Certificate Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the District determines that it is in the best interests of the beneficial owners of the Certificates that they be able to obtain certificated Certificates, the District shall notify DTC and DTC Participants of the availability through DTC of certificated Certificates and the Certificates shall no longer be restricted to being registered in the Certificate Register in the name of Cede, as nominee of DTC. At that time, the District may determine that the Certificates shall be registered in the name of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the District, or such depository's agent or designee, and if the District does not select such alternate universal book-entry system, then the Certificates may be registered in whatever name or names registered owners of Certificates transferring or exchanging Certificates shall designate, in accordance with the provisions of Section 7(a) hereof.

Notwithstanding any other provisions of this Resolution to the contrary, so long as any Certificate is registered in the name of Cede, as nominee of DTC, all payments with respect to principal of and interest on such Certificate and all notices with respect to such Certificate shall be made and given, respectively, in the name provided in the Representation Letter.

*Section 8. Redemption.* The Certificates are subject to redemption prior to maturity at the option of the District, in whole or in part, in Authorized Denominations in any order of their maturity as determined by the District (less than all of the Certificates of a single maturity to be



selected by the Certificate Registrar), on any date on or after December 25, 2017, at a redemption price of par plus accrued interest to the date fixed for redemption.

The Certificates shall be redeemed only in the principal amount of Authorized Denominations. The District shall, at least fifteen (15) days prior to the redemption date (unless a shorter time period shall be satisfactory to the Certificate Registrar) notify the Certificate Registrar of such redemption date and of the principal amount and maturity or maturities of Certificates to be redeemed. For purposes of any redemption of less than all of the outstanding Certificates of a single maturity, the particular Certificates or portions of Certificates to be redeemed shall be selected by lot by the Certificate Registrar from the Certificates of such maturity by such method of lottery as the Certificate Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for redemption of Certificates or portions thereof so that any Certificate or portion of a Certificate in an Authorized Denomination shall be as likely to be called for redemption as any other such Certificate or portion in an Authorized Denomination. The Certificate Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the redemption price of the Certificates to be redeemed or the time of the giving of official notice of redemption.

The Certificate Registrar shall promptly notify the District in writing of the Certificates or portions of Certificates selected for redemption and, in the case of any Certificate selected for partial redemption, the principal amount thereof to be redeemed.

*Section 9. Redemption Procedure.* Unless waived by any holder of Certificates to be redeemed, notice of the call for any such redemption shall be given by the Certificate Registrar on behalf of the District by mailing the redemption notice by first class mail at least five (5) days

and not more than sixty (60) days prior to the date fixed for redemption to the registered owner of the Certificate or Certificates to be redeemed at the address shown on the Certificate Register or at such other address as is furnished in writing by such registered owner to the Certificate Registrar.

All notices of redemption shall state:

- (1) the redemption date,
- (2) the redemption price,
- (3) if less than all outstanding Certificates are to be redeemed, the identification (and, in the case of partial redemption, the respective principal amounts) of the Certificates to be redeemed,
- (4) that on the redemption date the redemption price will become due and payable upon each such Certificate or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date,
- (5) the place where such Certificates are to be surrendered for payment of the redemption price, which place of payment shall be at the office maintained for such purpose by the Certificate Registrar, and
- (6) such other information then required by custom, practice or industry standard.

Unless moneys sufficient to pay the redemption price of the Certificates to be redeemed shall have been received by the Certificate Registrar prior to the giving of such notice of redemption, such notice may, at the option of the District, state that said redemption shall be conditional upon the receipt of such moneys by the Certificate Registrar on or prior to the date fixed for redemption. If such moneys are not received, such notice shall be of no force and effect, the District shall not redeem such Certificates, and the Certificate Registrar shall give notice, in the same manner in which the notice of redemption shall have been given, that such moneys

were not so received and that such Certificates will not be redeemed. Otherwise, prior to any redemption date, the District shall deposit with the Certificate Registrar an amount of money sufficient to pay the redemption price of all the Certificates or portions of Certificates which are to be redeemed on that date.

Subject to the provisions for a conditional redemption described above, notice of redemption having been given as aforesaid, the Certificates or portions of Certificates so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the District shall default in the payment of the redemption price) such Certificates or portions of Certificates shall cease to bear interest. Upon surrender of such Certificates for redemption in accordance with said notice, such Certificates shall be paid by the Certificate Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Certificate, there shall be prepared for the registered holder a new Certificate or Certificates of the same maturity in the amount of the unpaid principal.

If any Certificate or portion of Certificate called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at the rate borne by the Certificate or portion of Certificate so called for redemption. All Certificates which have been redeemed shall be cancelled and destroyed by the Certificate Registrar and shall not be reissued.

*Section 10. Form of Certificate.* The Certificates shall be in substantially the form hereinafter set forth; *provided, however,* that if the text of the Certificates is to be printed in its entirety on the front side of the Certificates, then paragraph [2] and the legend, on the front side and the “See Reverse Side for Additional Provisions” shall be omitted and paragraphs [6] through [11] shall be inserted immediately after paragraph [1].

[FORM OF CERTIFICATE - FRONT SIDE]

REGISTERED  
NO. \_\_\_\_\_

REGISTERED  
\$ \_\_\_\_\_

UNITED STATES OF AMERICA  
COUNTY OF COOK AND STATE OF ILLINOIS  
COMMUNITY COLLEGE DISTRICT NO. 535  
GENERAL OBLIGATION (LIMITED TAX) DEBT CERTIFICATES, SERIES 2017

See Reverse Side for  
Additional Provisions

Maturity  
Date: December 1, 20\_\_

Interest  
Rate: \_\_\_\_%

Dated  
Date: December 20, 2017

Registered Owner: CEDE & CO.

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that Community College District No. 535 County of Cook and State of Illinois (the "*District*"), hereby acknowledges itself to owe and for value received promises to pay from the source and as hereinafter provided to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Certificate or from the most recent interest payment date to which interest has been paid at the Interest Rate set forth above. Such interest shall be paid on June 1 and December 1 of each year, commencing December 1, 2018, until said Principal Amount is paid. Principal of this Certificate is payable in lawful money of the United States of America upon presentation and surrender hereof at the office maintained for such purpose by Amalgamated Bank of Chicago, Chicago, Illinois, as certificate registrar and paying agent (the "*Certificate Registrar*"). Payment of the

installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Certificate Registrar at the close of business on the 15th day of the month next preceding each interest payment date and shall be paid by check or draft of the Certificate Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Certificate Registrar.

[2] Reference is hereby made to the further provisions of this Certificate set forth on the reverse hereof, and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Certificate did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of certificates of which this is one, does not exceed any limitation imposed by law; that the obligation to make payments due hereon is a general obligation of the District payable from any funds of the District legally available for such purpose, and that the District shall budget funds annually and in a timely manner so as to provide for the making of all payments hereon when due. THE OWNER OF THIS CERTIFICATE ACKNOWLEDGES THAT THERE IS NO STATUTORY AUTHORITY FOR THE LEVY OF A SEPARATE TAX IN ADDITION TO OTHER TAXES OF THE DISTRICT OR THE LEVY OF A SPECIAL TAX UNLIMITED AS TO RATE OR AMOUNT TO PAY ANY OF THE AMOUNTS DUE HEREUNDER.

[4] This Certificate shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Certificate Registrar.

[5] IN WITNESS WHEREOF Community College District No. 535, County of Cook and State of Illinois, by its Board of Trustees, has caused this Certificate to be signed by the manual or duly authorized facsimile signature of the Chairman and Secretary of the Board and to be registered, numbered and countersigned by the manual or duly authorized facsimile signature of the Treasurer of the Board, all as of the Dated Date identified above.

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Chairman, Board of Trustees

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Secretary, Board of Trustees

Registered, Numbered and Countersigned:

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Treasurer, Board of Trustees

Date of Authentication: December 20, 2017

CERTIFICATE  
OF  
AUTHENTICATION

Certificate Registrar and Paying Agent:  
Amalgamated Bank of Chicago,  
Chicago, Illinois

This Certificate is one of the Certificates described in the within-mentioned Resolution and is one of the General Obligation (Limited Tax) Debt Certificates, Series 2017, dated December 20, 2017, of Community College District No. 535, County of Cook and State of Illinois.

Amalgamated Bank of Chicago  
as Certificate Registrar

By \_\_\_\_\_  
Authorized Signatory

[FORM OF CERTIFICATE - REVERSE SIDE]

**COMMUNITY COLLEGE DISTRICT NO. 535  
COUNTY OF COOK AND STATE OF ILLINOIS  
GENERAL OBLIGATION (LIMITED TAX) DEBT CERTIFICATES, SERIES 2017**

[6] This Certificate is one of a series of certificates (the “*Certificates*”) issued by the District for the purpose of providing funds to pay part of the cost of the Project and Related Expenses, all as described and defined in the Resolution authorizing the Certificates (the “*Resolution*”), in full compliance with the provisions of the Public Community College Act of the State of Illinois, as supplemented and amended, and in particular as supplemented by the Local Government Debt Reform Act of the State of Illinois, as amended, and the other Omnibus Certificate Acts of the State of Illinois, and with the Resolution, which has been duly adopted by the Board of Trustees of the District (the “*Board*”) on the 5th day of December, 2017, in all respects as by law required. The Certificates issued by the District in connection with the Project have been issued in evidence of the indebtedness incurred pursuant to a certain Installment Purchase Agreement (the “*Agreement*”), entered into by and between the District and the Treasurer of the Board, as Seller-Nominee, to which reference is hereby expressly made for further definitions and terms and to all the provisions of which the holder by the acceptance of this certificate assents.



[7] Certificates of the series of which this Certificate is one are subject to redemption prior to maturity at the option of the District as a whole or in part in the amount of \$100,000 each and authorized integral multiples of \$5,000 in excess thereof in any order of their maturity as determined by the District (less than all of the Certificates of a single maturity to be selected by the Certificate Registrar), on December 25, 2017, or any date thereafter, at a redemption price of par plus accrued interest to the date fixed for redemption.

[8] Notice of any such redemption shall be sent by first class mail not less than five (5) days nor more than sixty (60) days prior to the date fixed for redemption to the registered owner of each Certificate to be redeemed at the address shown on the registration books of the District maintained by the Certificate Registrar or at such other address as is furnished in writing by such registered owner to the Certificate Registrar. When so called for redemption, this Certificate will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.

[9] This Certificate is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the office maintained for such purpose by the Certificate Registrar in Chicago, Illinois, but only in the manner, subject to the limitations and upon payment of the charges provided in the Resolution, and upon surrender and cancellation of this Certificate. Upon such transfer a new Certificate or Certificates of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[10] The Certificates are issued in fully registered form in the denomination of \$100,000 each and authorized integral multiples of \$5,000 in excess thereof. This Certificate may be exchanged at the office maintained for such purpose by the Certificate Registrar for a like aggregate principal amount of Certificates of the same maturity of other authorized denominations, upon the terms set forth in the authorizing resolution. The Certificate Registrar shall not be required to transfer or exchange any Certificate during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Certificate and ending at the opening of business on such interest payment date, nor to transfer or exchange any Certificate after notice calling such Certificate for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Certificates.

[11] The District and the Certificate Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and neither the District nor the Certificate Registrar shall be affected by any notice to the contrary.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

[Here insert identifying number such as TID, SSN, or other]

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(Name and Address of Assignee)

the within Certificate and does hereby irrevocably constitute and appoint

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as attorney to transfer the said Certificate on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature guaranteed: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name of the Registered Owner as it appears upon the face of the within Certificate in every particular, without alteration or enlargement or any change whatever.

*Section 11. Sale of Certificates.* The Certificates shall be executed as in this Resolution provided as soon after the passage hereof as may be, shall be deposited with the Treasurer, and shall thereupon be delivered to the Purchaser, upon receipt of the purchase price therefor, the same being the par amount of the Certificates. The contract for the sale of the Certificates (the "Purchase Contract") heretofore entered into is in all respects ratified, approved and confirmed, it being hereby found and determined that the Certificates have been sold at such price and bear interest at such rates that neither the true interest cost (yield) nor the net interest rate received upon such sale exceed the maximum rate otherwise authorized by State law and that the contract for the sale of the Certificates is in the best interests of the District and that no person holding any office of the District, either by election or appointment, is in any manner financially

interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the contract for the sale of the Certificates; the surety bond executed by the Treasurer in connection with the issuance of the Certificates as required by Section 3-19 of the Public Community College Act is hereby approved and shall be filed with the County Clerk of each county in which any part of the District is situated; and the Certificates before being issued shall be registered, numbered and countersigned by the Treasurer, such registration being made in a book provided for that purpose, in which shall be entered the record of the resolution authorizing the Board to borrow said money and a description of the Certificates issued, including the number, date, to whom issued, amount, rate of interest and when due.

The use by the Purchaser of any Term Sheet (the "*Term Sheet*") is hereby ratified, approved and authorized; the execution and delivery of the Term Sheet is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the Purchase Contract, this Resolution, the Term Sheet and the Certificates.

*Section 12. Use of Certificate Proceeds.* Accrued interest received on the delivery of the Certificates, if any, is hereby appropriated for the purpose of paying first interest due on the Certificates and is hereby ordered deposited into the "General Obligation (Limited Tax) Debt Certificates, Series 2017 Fund" (the "*Certificate Fund*"), which shall be the fund for the payment of the principal of and interest on the Certificates. Funds lawfully available for the purpose of paying the principal of and interest on the Certificates shall be deposited into the Certificate Fund and used solely and only for such purpose.

The principal proceeds of the Certificates are hereby appropriated to pay the costs of issuance of the Certificates and for the purpose of paying the cost of the Project, and that portion thereof not needed to pay such costs of issuance is hereby ordered deposited into the "Project Fund" (the "*Project Fund*") of the District, hereby created. It is hereby found and determined and hereby declared and set forth that the Board (i) has not entered into an agreement of any kind with any entity, party or person (including, but not limited to, the Purchaser) to not expend the proceeds of the Certificates deposited into the Project Fund for any period of time and (ii) is not required by any contract, decree, instrument, order, regulation or ruling, to not expend the proceeds of the Certificates deposited into the Project Fund for any period of time. Moneys in the Project Fund shall be used to pay costs of the Project in accordance with the following procedures:

1. Contracts ("*Work Contracts*") have been or shall be awarded, from time to time, by the Board for the work on the Project; and the Board represent and covenant that each Work Contract has been or will be let in strict accordance with the applicable laws of the State, and the rules and procedures of the District for same.

2. Pursuant to this Resolution or subsequent resolution or resolutions to be duly adopted, the Board shall identify all or a designated portion of each Work Contract to the Agreement. The Work Contracts attached hereto as *Exhibit 1* are hereby identified to the Agreement. This Resolution, any such further resolution and said Work Contracts shall be filed of record with the Secretary and the Treasurer. The adoption and filing of any such resolution or resolutions and the Work Contracts with such officers shall constitute authority for the Treasurer to make disbursements from the Project Fund to pay amounts due under such Work Contracts from time to time, upon such further

resolutions, orders, vouchers, warrants, or other proceedings as are required under the applicable laws of the State, and the rules and procedures of the District for same. No action need be taken by or with respect to the contractors under the Work Contracts as, pursuant to the Installment Purchase Provisions, the Treasurer acts as Nominee-Seller of the Project for all purposes, enabling the issuance of the Certificates.

Alternatively to the creation of the funds described above, the appropriate officers may allocate the funds to be deposited into the Certificate Fund or proceeds of the Certificates to one or more related funds of the District already in existence and in accordance with good accounting practice; *provided, however*, that this shall not relieve such officers of the duty to account and invest such funds and the proceeds of the Certificates, as herein provided, as if the funds described above had in fact been created. At the time of the issuance of the Certificates, the costs of issuance of the Certificates may be paid by the Purchaser on behalf of the District from the proceeds of the Certificates.

*Section 13. Non-Arbitrage and Tax-Exemption.* The District hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Certificates) if taking, permitting or omitting to take such action would cause any of the Certificates to be an arbitrage bond or a private activity bond within the meaning of the Code, or would otherwise cause the interest on the Certificates to be included in the gross income of the recipients thereof for federal income tax purposes. The District acknowledges that, in the event of an examination by the Internal Revenue Service (the “IRS”) of the exemption from Federal income taxation for interest paid on the Certificates, under present rules, the District may be

treated as a “taxpayer” in such examination and agrees that it will respond in a commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The District also agrees and covenants with the purchasers and holders of the Certificates from time to time outstanding that, to the extent possible under State law, it will comply with whatever federal tax law is adopted in the future which applies to the Certificates and affects the tax-exempt status of the Certificates.

The Board hereby authorizes the officials of the District responsible for issuing the Certificates, the same being the Chairman, Secretary and Treasurer, to make such further covenants and certifications regarding the specific use of the proceeds of the Certificates as approved by the Board and as may be necessary to assure that the use thereof will not cause the Certificates to be arbitrage bonds and to assure that the interest on the Certificates will be exempt from federal income taxation. In connection therewith, the District and the Board further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Certificates and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Certificates; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the District in such compliance.

*Section 14. Designation of Issue.* The District hereby designates each of the Certificates as a “qualified tax-exempt obligation” for purposes and within the meaning of Section 265(b)(3) of the Code.

*Section 15. List of Certificateholders.* The Certificate Registrar shall maintain a list of the names and addresses of the holders of all Certificates and upon any transfer shall add the name and address of the new Certificateholder and eliminate the name and address of the transferor Certificateholder.

*Section 16. Duties of Certificate Registrar.* If requested by the Certificate Registrar, the Chairman and Secretary are authorized to execute the Certificate Registrar's standard form of agreement between the District and the Certificate Registrar with respect to the obligations and duties of the Certificate Registrar hereunder which may include the following:

- (a) to act as certificate registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Certificateholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to give notice of redemption of Certificates as provided herein;
- (d) to cancel and/or destroy Certificates which have been paid at maturity or upon earlier redemption or submitted for exchange or transfer;
- (e) to furnish the District at least annually a certificate with respect to Certificates cancelled and/or destroyed; and
- (f) to furnish the District at least annually an audit confirmation of Certificates paid, Certificates outstanding and payments made with respect to interest on the Certificates.

*Section 17. Record-Keeping Policy and Post-Issuance Compliance Matters.* On April 22, 2014, the Board adopted a record-keeping policy (the "*Policy*") in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax status for the debt obligations of the District, the interest on which is excludable from "gross income" for federal income tax purposes or which enable the District or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Board and the District hereby reaffirm the Policy.



*Section 18. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

*Section 19. Repeal.* All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted December 5, 2017.

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Chairman, Board of Trustees

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Secretary, Board of Trustees

**EXHIBIT 1**

**WORK CONTRACTS**

Trustee \_\_\_\_\_ moved and Trustee \_\_\_\_\_  
seconded the motion that said resolution as presented be adopted.

After a full discussion thereof, the Chairman directed that the roll be called for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

and the following Trustees voted NAY: \_\_\_\_\_  
\_\_\_\_\_ .

Whereupon the Chairman declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the Secretary to record the same in full in the records of the Board of Trustees of Community College District No. 535, County of Cook and State of Illinois, which was done.

Other business not pertinent to the adoption of said Resolution was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Trustees

STATE OF ILLINOIS)  
                                  ) SS  
COUNTY OF COOK )

**CERTIFICATION OF MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of Community College District No. 535, County of Cook and State of Illinois (the “Board”), and as such official am the keeper of the records and files of the Board.

I further certify that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the Board held on the 5th day of December, 2017, insofar as the same relates to the adoption of a resolution entitled:

RESOLUTION of Community College District No. 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 \$5,015,000 General Obligation (Limited Tax) Debt Certificates, Series 2017, 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.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 96 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 96-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Community College Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 5th day of December,  
2017.

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Secretary, Board of Trustees

STATE OF ILLINOIS)  
                                          ) SS  
COUNTY OF COOK )

**FILING CERTIFICATE**

We, the undersigned, do hereby certify that we are the duly qualified and acting Secretary and Treasurer of the Board of Trustees (the “*Board*”) of Community College District No. 535, County of Cook and State of Illinois (the “*District*”), and as such officials we do hereby certify that on the 5th day of December, 2017, there was filed in our respective offices and has been deposited in the official files and our respective records a duly certified copy of a resolution, duly adopted by the Board on the 5th day of December, 2017, entitled:

RESOLUTION of Community College District No. 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 \$5,015,000 General Obligation (Limited Tax) Debt Certificates, Series 2017, 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.

together with any Work Contracts identified by the adoption of said resolution and attached thereto as *Exhibit 1*, and that the same has been deposited in, and all as appears from, the official files and records of our respective offices.

IN WITNESS WHEREOF, we hereunto affix our official signatures, this 5th day of  
December, 2017.

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Secretary, Board of Trustees

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Treasurer, Board of Trustees

**Authorization to Hire Full-time, Tenure-track Faculty Members**

The recommendation to hire Mr. James Humenik and Dr. Maria Montalvo to full-time, tenure-track positions for the 2017-2018 academic year beginning in January 2018, was made after reviewing the College's need for faculty in Law Enforcement and Early Childhood Education.

MR/vb  
11/27/2017

**President's Recommendation:**

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approve the attached resolutions for the full-time, tenure-track faculty hires of Mr. James Humenik and Dr. Maria Montalvo for the 2017-2018 academic year, beginning in January 2018. They will receive the salary associated with the lane and step described as follows:

<b><u>Agenda Item</u></b>	<b><u>Name</u></b>	<b><u>Academic Rank and Assignment</u></b>	<b><u>Lane, Step, Base Salary</u></b>
12/17-9a	James Humenik	Assistant Professor of Law Enforcement	D-3, \$65,401
12/17-9b	Maria Montalvo	Professor Early Childhood Education	E-3, \$68,640.”



**Authorization to Hire Full-time, Tenure-track Faculty Member**

The recommendation to hire Mr. James Humenik to a full-time, tenure-track faculty position in Law Enforcement for the 2017-2018 academic year, beginning in January 2018, was made after reviewing the College's need for faculty in Law Enforcement.

The position was posted on the Oakton Community College website and on Oakton's Job boards around the Des Plaines and Ray Hartstein campuses. The position was advertised in the *Chicago Tribune*, *Chronicle of Higher Education*, *Chicago Diversity* and *Compact for Faculty Diversity*. The position opening was posted on various websites including the Chicago Tribune's *careerbuilder.com*, *hbcuconnect.com* (Historically Black Colleges and Universities), *hacu.net* (Hispanic Colleges and Universities), *Diversejobs.net*, *Insidehighered.com*, *Higherjobs.com*, *illinoisjoblink.illinois.gov*.

There were thirty-eight applicants for the Law Enforcement position. The search committee conducted seven on campus interviews for this search and selected three finalists to bring to campus for interviews with Brad Wooten, Dean of Dean of Skokie Campus/Dean of Business & Career Technologies and Dr. Ileo Lott, Vice President for Academic Affairs, before a recommendation of hire was made of Mr. James Humenik to a full-time, tenure track Law Enforcement position.

Mr. James Humenik earned a Master of Public Administration from Governors State University, School of Police Staff and Command from Northwestern University, and a BA degree in Sociology with an emphasis on Criminal Justice from Eastern Illinois University. Mr. Humenik has been an instructor for the Law Enforcement, Forensics, Emergency Management, and Fire Science Departments at William Rainey Harper College and also works for the Frankfort Police Department.

**President's Recommendation:**

That the Board adopt the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 hereby authorize the employment of Mr. James Humenik for the 2017-2018 academic year, beginning January 2018:

<b><u>Name</u></b>	<b><u>Academic Rank and Assignment</u></b>	<b><u>Lane, Step, Base Salary</u></b>
James Humenik	Assistant Professor of Law Enforcement	D-3, \$65,401."

**Authorization to Hire Full-time, Tenure-track Faculty Member**

The recommendation to hire to a full-time, tenure-track faculty position in Early Childhood Education for the 2017-2018 academic year, beginning in January 2018, was made after reviewing the College's need for faculty in Early Childhood Education.

The position was posted on the Oakton Community College website and on Oakton's Job boards around the Des Plaines and Ray Hartstein campuses. The position was advertised in the *Chicago Tribune*, *Chronicle of Higher Education*, *Chicago Diversity and Compact for Faculty Diversity*. The position opening was posted on various websites including the Chicago Tribune's *careerbuilder.com*, *hbcuconnect.com* (Historically Black Colleges and Universities), *hacu.net* (Hispanic Colleges and Universities), *Diversejobs.net*, *Insidehighered.com*, *Higherjobs.com*, *illinoisjoblink.illinois.gov*.

There were seven applicants for the Early Childhood Education position. The search committee conducted six on campus interviews for this search and selected four finalists to bring to campus for interviews with Brad Wooten, Dean of Skokie Campus/Dean of Business & Career Technologies, and Dr. Ileo Lott, Vice President for Academic Affairs, before a recommendation of hire was made of Dr. Maria Montalvo to a full-time, tenure-track Early Childhood Education position.

Dr. Maria Montalvo earned a Ph.D. in Cross Cultural Teacher Education (Social Science, History, Reading, and Writing), and Educational Leadership (superintendent's endorsement); with honors from the University of New Mexico, and an M.S. Ed. in Bilingual Education (At Risk Students and Teaching Reading & ESOL, K-12) with honors from Western Illinois University.

**President's Recommendation:**

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorize the employment of Dr. Maria Montalvo for the 2017-2018 academic year, beginning January 2018:

<b><u>Name</u></b>	<b><u>Academic Rank and Assignment</u></b>	<b><u>Lane, Step, Base Salary</u></b>
Maria Montalvo	Professor of Early Childhood Education	E-3, \$68,640.”

**Preview and Initial Discussion of a 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 would like to create a 60-credit-hour Associate of General Studies (A.G.S.) from existing courses. The A.G.S. is intended for students who require flexibility in their degree to complete career and general education courses to enhance their career opportunities, meet employment requirements, and to explore liberal studies curriculum. Students interested in pursuing this degree are required to meet with an academic advisor to develop an academic plan which must be approved by an Academic Affairs Administrator. The academic plan will meet the specific educational goals of individual students. This degree is not intended to transfer into baccalaureate programs.

The flexibility of the A.G.S. degree will allow a student who is interested in earning a certificate(s) to obtain an associate degree so they are more employable and so they can earn higher wages. Some students come to Oakton to explore the curriculum for personal and academic growth. They pursue a broad education in liberal studies. The flexibility of this degree allows these students to do that while working towards a degree.

Students with an associate degree will earn more than a student without an associate degree. In Cook County in 2016, there were 248,262 jobs that required an associate degree. On average, the earnings for these jobs is \$20.57/hour. This is higher than the national average of \$8.22/hour. From September 2012 to September 2017, there were 245,658 unique job postings in Cook County that required an Associate degree. In the past three years (from September 2014 to September 2017), this number was 169,112.

In Cook County, jobs requiring an Associate degree are expected to increase by 2.1 percent from 2017 to 2022 and by 1.3 percent from 2022 to 2027.

The proposed A.G.S. curriculum degree requirements, including general education, occupational and transfer courses, and total credit hours:

<b>Core Curriculum:</b>	<b>Credit Hours</b>
<b>Area A – Communications</b>	<b>9</b>
EGL 101, Composition 1 (GE, IAI; F2F/Online/Hybrid)	
EGL 102, Composition 2 (GE, IAI; F2F/Online/Hybrid) <b>or</b>	
EGL 212, Technical Writing Applications (Online) <b>or</b>	
EGL 111 Business Writing	
SPE 103, Effective Speech (GE, IAI, F2F/Online/Hybrid)	
 <b>Area B – Mathematics</b>	 <b>3-5</b>
Any 100 level or higher course	

**Area C - Life and Physical Sciences** **4**

- BIO 101, Introduction to Life Sciences (GE, IAI; F2F/Hybrid)
- BIO 106, Environmental Science (GE, IAI, F2F)
- BIO 121, College Biology I (GE, IAI, F2F/Hybrid)
- CHM 101, Introductory Chemistry (GE, IAI, F2F/Online)
- CHM 105, Elements of Chemistry (GE, IAI, F2F/Online)
- CHM 121, General College Chemistry I (GE, IAI, F2F)
- EAS 100, Introduction to Earth Science (GE, IAI, F2F/Online)
- EAS 101, Physical Geology (GE, IAI, F2F/Online)
- EAS 102, Historical Geology (GE, IAI, F2F)
- PHY 101, Applied Physics (GE, F2F)
- PHY 120, Practical Astronomy (GE, IAI, F2F)
- PHY 131, College Physics I (GE, IAI, F2F)
- PHY 221, General Physics I (GE, IAI, F2F)

**Area D – Social and Behavioral Sciences** **6**

Two courses from the Social or Behavioral Sciences disciplines;  
Select from list of IAI GE courses.

**Area E – Humanities and Fine Arts** **6**

Two courses from the Humanities and Fine Arts; at least one course  
from Humanities and at least one course from fine arts.  
Select from list of IAI GE courses.

**Area F – Global Studies** **1**

One three credit hour course to meet the Global Studies requirement.  
Some courses that fulfill this requirement may also be used to fulfill  
requirements in areas A-E.

**TOTAL GE Courses** **28-30**

**Elective Coursework** **32**

- Any 100 or 200 level courses in any discipline that fit specific educational goals of an individual student.
- A maximum of four credits hours of independent study may be applied to meet degree requirements
- A maximum of four credits of Physical Education (PED) **activity** courses (e.g. soccer, basketball) may be applied to meet degree requirements.
- There is no credit limit on the following PED content courses:
  - PED 101, First Aid, 2 credits
  - PED 102, Living with Health, 2 credits
  - PED 191, Prevention and Treatment of Athletic Injuries, 3 credits
  - PED 230, Coaching Certification 3 credits

**Total Hours Required for Degree** **60**

**Authorization to Approve the 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 14, 2017 until the day before the start of the Fall 2021 academic term. The agreement requires approval by the Board of Trustees.

CH:ec  
11/22/2017

**President's Recommendation:**

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approve the tentative agreement with the Oakton Community College Adjunct Faculty Association (OCC-AFA), effective for the period from August 14, 2017 until the day before the start of the Fall 2021 academic term.”

**Acceptance of a Grant**

Oakton Community College’s Biology and Mathematics departments have each received a \$10,000 Digital Learning Innovation Award from the Online Learning Consortium. The Digital Learning Innovation Award is given to faculty in recognition of projects that inspire innovation, increase access, support implementation, improve outcomes, enable accessibility, and promote sustainability in the use of digital courseware. The Online Learning Consortium announced ten faculty recognition awards at its annual meeting last month, and Oakton received two of the ten awards.

The Math Department received the award in recognition of the extensive course redesign of the “ROADMath” developmental math program using the Emporium Model in partnership with Pearson’s MyMathLab. The program has proved effective in improving success rates and retention rates of Developmental Math students. The ROADMath team is led by Dr. Robert Sompolski, Dean of Mathematics, Engineering and Computer Science, and Mathematics Chair Jennifer Strehler, and includes faculty members Olga Cedrina, Jinhee Canfield, and Safa Hamed.

The Biology Department implemented BioBeyond, an adaptive digital textbook program, in Fall 2016, thanks to a grant from Inspark/Smart Sparrow. Initial results in course sections using BioBeyond indicate that student success has increased twelve percent in Spring 2017. The BioBeyond team is led by Dr. Nicole Perry, chair of the Biology Department, and includes faculty members Stephanie Blumer, Kritika Pershad, and Mary Obernesser.

Dr. Sompolski and Dr. Perry will oversee the awards.

JJ  
12/5/2017

**President’s Recommendation:**

That the Board adopt the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 accepts two \$10,000 Digital Learning Innovation awards from Online Learning Consortium for the Mathematics Department and Biology Department."