

**The 739th Meeting
of
The Board of Trustees
December 11, 2018**



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 739th MEETING
of
THE BOARD OF TRUSTEES
DECEMBER 11, 2018**

**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 13, 2018
 - consider the appointment, employment, compensation, discipline, performance or dismissal of employees
 - pending litigation
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 13, 2018

Statement by the President

Educational Foundation Liaison Report

Landscape Master Plan Advisory Committee Liaison Report

Student Trustee Report

Comments by the Chair

Report: 50th Anniversary Celebration Update

Public Participation

NEW BUSINESS

CONSENT AGENDA

12/18-1

- a. Approval of Adoption of Consent Agenda
- b. Approval of Consent Agenda Items 12/18-2 through 12/18-6

12/18-2 Ratification of Payment of Bills for November 2018

12/18-3 Acceptance of Treasurer's Report for November 2018

12/18-4 Ratification of Actions of the Alliance for Lifelong Learning Executive Board

12/18-5 Supplemental Authorization to Pay Professional Personnel – Fall 2018

12/18-6 Approval of Clinical Practice Agreements

OTHER AGENDA ITEMS

R 12/18-7 Approval of Board Meeting Schedule for Calendar Year 2019

R 12/18-8 Authorization to Approve December Purchase

- Water Pressure Booster System

12/18-9 Preview and Initial Discussion of Upcoming Purchases

R 12/18-10 Approval of an Administrator's Resignation Agreement

R 12/18-11 Acceptance of a Faculty Retirement

R 12/18-12 Authorization to Hire an Assistant Vice President for Institutional Effectiveness and Strategic Planning

V 12/18-13 Acceptance of a Grant

ADJOURNMENT

**Minutes of the Oakton Community College Board of Trustees Meeting
November 13, 2018**

The 738th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, November 13, 2018, at Oakton Community College, 1600 E. Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

At 6:45 p.m. in room 1502, Chair Joan DiLeonardi called the meeting to order. Board Secretary Martha Burns called the roll:

Dr. Joan DiLeonardi	Chair	Present
Mr. Benjamin Salzberg	Vice Chair	Present
Ms. Martha Burns	Secretary	Present
Mr. Kyle Frank		Present
Mr. Paul Kotowski		Present
Mr. William Stafford		Present
Ms. Ann Tennes		Absent
Mr. Jack Timperley		Present

Trustee Tennes was absent for the meeting.

Chair DiLeonardi made 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; and pending litigation. The motion was seconded by Trustee Kotowski.

Trustee Burns called the roll:

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

Also present, Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President, Student Affairs; Mr. Edwin Chandrasekar, Vice President, Administrative Affairs; Dr. Colette Hands, Associate Vice President, Chief Human Resources Officer; and Dr. Ileo Lott, Vice President, Academic Affairs.

At 7:20 p.m., Chair DiLeonardi asked for a motion to adjourn the closed session meeting. Trustee Kotowski made the motion, seconded by Trustee Frank; a voice vote was called and the meeting adjourned.

Open Session and Roll Call

Chair DiLeonardi called the regular meeting of the Board of Trustees to order at 7:35 p.m. in room 1506.

Trustee Burns called the roll:

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

Mr. Frank	Present
Mr. Kotowski	Present
Ms. Tennes	Absent
Mr. Stafford	Present
Mr. Timperley	Present

Trustee Tennes was absent for the meeting.

Also present, Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President, Student Affairs; Mr. Edwin Chandrasekar, Vice President, Administrative Affairs; and Dr. Ileo Lott, Vice President, Academic Affairs.

Pledge of Allegiance – Trustee Martha Burns

Approval of Minutes

Chair DiLeonardi asked for a motion for the approval of the minutes of the October 16, 2018 regular Board meeting and Finance Committee meeting. Trustee Frank made the motion, seconded by Trustee Salzberg; a voice vote was called, and the minutes were unanimously approved.

Statement by the President

Dr. Smith asked for introductions:

Full-time Faculty present included Greg Hamill, Professor, Sociology, and President of the Full-time Faculty Association; Ragaa Abdallah, Associate Professor, Computer Information Systems; Veronda Cary, Associate Professor, Speech and Theater; Nancy Heldt, Professor, Medical Laboratory Technology; Lindsey Hewitt, Professor, Anthropology and Humanities; Michelle Nafziger-Hirsch, Associate Professor, Sociology; and Michael Kristiansen, Professor Modern Languages.

Classified Staff present included Kathleen De Courcey, College Relations, and President of the Classified Staff Association; Brian Bacon, Career and Transfer Center; Debbie Christie, Career and Transfer Center; Philip Cronin, Media Services; Eileen Cukierski, President’s Office; Amy Finkenbine, Career and Transfer Center; Simi Khurana, Student Life; Jon McFarlane, Media Services; Cindy Nijmeh, Academic Affairs; and Ella Whitehead, Career and Transfer Center.

Adjunct Faculty present included Cheryl Thayer, President of the Adjunct Faculty Association.

Administrators present included Al Grippe, Director, Grant Strategy and Development; Colette Hands, Chief Human Resources Officer; Ruben Howard, Director, Workforce and Strategic Partnerships; Linda Korbel, Dean, Liberal Arts; Paul Palian, Director, College Relations; Katherine Sawyer, Chief Advancement Officer; Doreen Schwartz, Director, Business Services; Bob Sompolski, Dean, Science, Technology, Engineering and Mathematics, and Health Careers; Andy Williams, Controller, Budget and Accounting Services; and Ruth Williams, Dean, Curriculum and Instruction.

Students: Thirty-seven students were in attendance.

Guests: Mr. Wayne Serbin

Statement by the President

Dr. Smith began by offering congratulations to Lauren Hackett, Student Financial Aid, and her husband Rich, on the birth of their daughter Charlotte Jeanne Baron. Dr. Smith recognized the following Oakton students who were named Outstanding Soloists at the Skyway Jazz Festival: Tom Bartlett, trombone; Paul Betz, drums Brad Kolar,

trumpet; and Mark Ketelsen, trumpet. The Student Government Association received the Michael Nejman Programming Award and the Creative Marketing Award, at the Illinois Community College Student Activities Association conference last month at Richland Community College, for the creative promotional campaign of the Lip Sync Competition. Oakton sophomore Caitlin Dalton was selected the College's female student-athlete of the month for October. Ms. Dalton is the captain of the women's soccer team, and is working toward her associate in arts degree. In addition, Oakton sophomore Pablo Custodio has been selected the College's male student-athlete of the month for October. Mr. Custodio plays baseball and soccer for the Oakton Owls, sports a 3.2 GPA, and is involved in ANDALE! Dr. Smith recognized Jim Humenik, Assistant Professor of Law Enforcement, who was named the Kiwanian of the Year by the Frankfort Kiwanis. Dr. Smith highlighted that the College community came together on November 5, to honor the lives lost following the recent acts of violence and hate. Dr. Smith shared that the one thing that gives her hope in the midst of the sadness, anger and fear following those events, is when we come together as one community. Our students are thoughtful, compassionate and committed to making the world safe and inclusive for all of us.

Earlier in the day, members of Oakton's Illinois Equity in Attainment Initiative team attended the kickoff summit at Malcolm X College. Dr. Smith noted that the team is very much looking forward to that regional commitment to equity. The annual Volunteer Service Fair was held on November 13, where over a dozen local agencies were on campus providing information for students on volunteer and service learning opportunities. The Distinguished Alumni Celebration will be held on November 14, where we will celebrate our 2018 honorees: Kristina Garcia, Franklin Ortega, Jacqueline Saper, and Randi Schneider. We are currently celebrating International Education Week, an annual initiative that aims to promote international understanding and build support for international global education. The theme for this year is 'Poverty and Privilege: Movements and Momentum from the Global South'. Many thanks to Professor Katherine Schuster and the Global Studies Program for organizing the full schedule of events. In the spirit of promoting student success, the Learning Center will be hosting its Study Breakfast on November 28 at the Skokie campus; and later in the day at the Des Plaines campus. This has become a popular event, with students participating in tutoring, activities and breakfast before finals. The annual Empty Bowls event will take place on Saturday, December 1 at the Des Plaines campus. Admission is free; a donation for a bowl is \$16. Proceeds will be donated to local food charities. The current exhibit in the Koehline Museum is ID Show 2018, featuring the work of Oakton faculty. In closing, Dr. Smith announced that spring registration begins on November 14, and she encouraged students to make plans to register sooner rather than later.

ACCT Report

Trustee Stafford reported that the Association of Community College Trustees met in New York City last month. Trustees DiLeonardi, Salzberg, Kotowski, Student Trustee Jack Timperly, and Dr. Smith attended. The conference highlighted that community colleges across the country are on the move in terms of trying to be more responsive to the needs of students. The main theme was partnerships relating to improving student success, especially partnerships that schools can have with their Foundations, and with high schools in order to ensure guided pathways to improve student success, as well as providing first year funding and structural requirements for low income students, some of which we are doing at Oakton. Trustee Stafford said that we still have a lot of work to do in terms of persistence, and we will do a better job of making sure that we have a connection with students, and not just through the classroom but everything from student government, to clubs, to counseling, and whatever ways that we can increase pathways to success. This conference reinforced a lot of what we are doing at Oakton, but also presented many new ideas of what we can do in the future.

ICCTA Liaison Report – Comments by the Chair

Chair DiLeonardi reported that the Illinois Community College Trustees Association (ICCTA) has two goals, to train and educate trustees on what their job is, how to do that job better, and to lobby in Springfield for funding and programs that are allowed for community colleges. On November 9, the trustees had a training session on legal, legislative and ethics updates, as there have been many changes in the laws governing community colleges

that trustees need to be aware of. There was a discussion on the results of the mid-term election as there are forty-two new faces in the legislature in Springfield. There will be a new executive director of the ICCTA as the current executive director, Michael Monaghan is retiring. Chair DiLeonardi is always happy to promote ways to find more money for students. Currently there are three student scholarships that the ICCTA sponsors statewide: the logo contest, which is a \$250 scholarship; the Paul Simon essay contest, which is a \$500 scholarship; and the biggest one, which is funded by a former trustee from Oakton, Mr. Jody Wadhwa, the Ghandi/King Peace scholarship, which is for a \$1,000 scholarship. Information on all of these scholarship opportunities can be found on the ICCTA website, or through the President's Office.

Trustee Martha Burns made a statement that in August 2018, she suffered a serious health situation and was in the hospital for a month. She relayed that she is still in the process of recovering, but feeling good. Ms. Burns thanked everyone, especially her fellow trustees for the love and support that she was shown during this difficult time. Ms. Burns relayed that she met a lot of nurses and CNAs during her time in the hospital, who came through Oakton's nursing program, and it really warmed her heart. Ms. Burns said that she is even more committed to Oakton and looking forward to the nursing pinning ceremony next month, as she has a newfound respect for the medical field after spending 31 days in the hospital.

Student Trustee Report

Student Trustee Jack Timperley reported that it is wonderful to see so many students in attendance at the meeting. With only a month remaining in the semester, students are hard at work applying to colleges, finishing class projects, tests, and getting ready to register for spring classes on November 14. To help in this process, students, both current and prospective, learned about the resources that Oakton offers during our Discover Oakton events. Students also got the chance to talk to college representatives during the several college fairs that seem to have flooded Student Street. Our Lip Sync battle round two, featuring students and faculty performers stole their own shows. It really shows how connected the faculty are with students and vice versa. The student newspaper, OCCurrence released its first issue since May 2017, and is already finishing its second. Mr. Timperley said that when we write stories, our stories become official and he is proud of those students who are working to show these stories and more as we document history in the making. The PTK induction ceremony is on November 15, as we honor those who have given time, energy and dedication to their academics and beyond. In addition, if you are looking for a way to help others, on December 1, Oakton hosts the Empty Bowls event, all proceeds going to six local food pantries. Mr. Timperley said that this past month he had the opportunity to attend several conferences including the ACCT Leadership Congress in New York; the Inclusive Leadership Conference at Richland Community College; and the ICCB-SAC committee meeting in Lisle, which were all great networking experiences. In closing, Mr. Timperley said that he brought back several insights on how to better serve and advocate for our students.

Report: College Transitions and Academic Program Update

Dr. Ileo Lott, Vice President of Academic Affairs, introduced Ruth Williams, Dean of Curriculum and Instruction, who gave an update on current and future academic programs. Dean Williams began by talking about reviving curriculum to make it new and more exciting, and creating and developing new curricula, such as Perioperative Nursing, and Cancer Tumor Registrar. If approved by the Board and the state, Oakton will be the tenth school in the nation, and the first school in Illinois, to offer the Cancer Tumor Registrar curriculum. There are a number of other departments that are currently investigating and preparing new curricula: Business and Finance, Computer Applications for Business and Finance, Early Childhood Education, Fire Science, EMT AAS, and Health Careers, are all looking at new certificates. Dean Williams talked about new curricula and apprenticeships in partnership with the German American Chamber of Commerce, where we are offering a new manufacturing apprenticeship this fall. Oakton is the first partner in Illinois to collaborate with the Industry Consortium for Advanced Technical Training to offer industrial maintenance apprenticeships, while getting on-the-job training. Coming soon, the Business Department is also working with that Chamber to develop a second apprenticeship, Freight Forwarding, which will be tied into existing courses. Other updates included how the

Law Enforcement and Fire Science Departments are merging to form a Public Safety Careers Program. It was mentioned that at a past Board meeting, offering an AA degree that can be completed specifically at the Skokie campus was discussed. Dean Williams stated that she is working with Dean Brad Wooten, and hopes to offer it in 2019. Academic Continuity Planning is in response to the 100-year flood that seems to occur every four years. Academic Affairs is obligated to report to the Illinois Community College Board and the Higher Learning Commission, when we are closed for an extended period due to an emergency. We were fortunate that the 2017 flood occurred in the summer, and that many of our classes were online. We need a plan in place which covers alternate sites as well. Faculty are currently in the process of developing department plans and best practices in the event that the College is closed due to an emergency, so that teachers can continue to make sure that they are in touch with their students and that learning continues. Last spring, the Board approved the Associate in General Studies degree. This degree is a little different because students have to work with advisors to develop an academic plan to complete this degree. Finally, we are currently advertising certificates and degrees that can be earned completely online. There are quite a few, and a number that will be effective in the fall of 2019. Pathways is important work that we are doing and it is part of our Strategic Plan, Teaching and Learning Matters. Our job is to promote and to develop these pathways. Curricular Pathways is part of a bigger reform called Guided Pathways, where we help students before they come into the College, to help them start to identify a program of study or an area of interest. We help them progress through that pathway while they are here by providing wraparound services, such as advising, transfer, and career. We are in the early stages of this development but ultimately students will benefit.

Next, Cindy Nijmeh, Coordinator of College Transitions, introduced a video featuring Anne Brennan, Assistant Vice President for Academic Affairs, who was unable to attend the meeting. In the video, Ms. Brennan talked about the work of the office of College Transitions and Academic Affairs, and how they focus on academic issues that make the passage into or out of Oakton successful. Ms. Nijmeh shared some of the significant changes that have been made such as an online admission application; dual credit webpage; and this is the first academic year in which we have permitted freshmen and sophomores to earn dual credit in Computer Aided Design and Manufacturing Technology courses. This was primarily because freshmen and sophomores were already enrolled in these courses in the high schools; however, they were unable to receive credit for it until this academic year. Academic Affairs is also looking to seek accreditation for the Oakton dual credit program through the National Alliance of Concurrent Enrollment Partnerships (NACEP). Over the next few months, we will be working to better align our program with the NACEP standards. The Oakton dual credit program services all nine of our in-district public high schools. This academic year we have also partnered with Loyola Academy, a private school within Oakton's district. Ms. Nijmeh displayed slides with dual credit course offerings, overall dual enrollment, and high school enrollments, with Maine Township high schools comprising the majority of our dual credit enrollment. We are currently working with the high schools to get the word out about our concurrent enrollment program. Traditionally this program has allowed students to take courses for Oakton credit while they are still in high school, either online or on the Oakton campus. Academic Affairs is also exploring the idea of partnering with high schools to teach Oakton courses to high schools students after traditional school hours, at their respective high school campuses. Oakton faculty would teach these courses.

Brian Bacon, Transfer Coordinator, Career and Transfer Center, gave an update on transfer programming. Mr. Bacon said that 1,000 of Oakton students transfer annually. Historically and presently, the popular destinations for Oakton students are Northeastern Illinois University, DePaul University, University of Illinois Chicago, Loyola University, and University of Illinois, Urbana-Champaign. We are looking into who is the Oakton student and how are we best catering to our population. There are, and were, a number of new events this academic year. There is intentionality behind that, as we are an institution that cares about equity and about our underrepresented and underserved populations. For example, new events are the Latinx College & Resource Expo, HBCU & MSI College Fair, and in April our PRIDE College & Resource Fair, which is unique to the state of Illinois and is new for us and is in collaboration with Oakton's PRIDE group. As we are targeting these different pieces, it is with the importance of student success in mind, in linking up and showcasing friendly institutions towards those

populations. It does takes a lot of collaboration to serve those 1,000 students that transfer out annually. Part of these efforts are reflected in the transfer basics workshops, sixty this academic year. It is designed as a fifteen-minute presentation catering towards students, especially new students that are interested in transfer. It can be overwhelming and intimidating, and we want to be able to provide something up front to say we are here to serve you and this is the process. We care deeply about our partnerships with our four year institutions and what we have done is broken them in to three categories: guaranteed admission agreements, dual enrollment agreements, and transfer paths. We are doing our part in creating a seamless path for the purpose of student success.

Trustee Burns had a question about high school dual credit. She asked are high school students getting dual credit for courses in high schools as well Oakton courses for college credit? Ms. Nijmeh replied that students are earning credit simultaneously; they are earning credit both at the high school level as well as through Oakton. Trustee Burns asked about AP courses, and do students get college credit for taking an AP course. Ms. Nijmeh noted that AP courses are different from dual credit courses in that AP courses require an exam and dual credit courses do not. Currently, we only offer dual credit courses to students who are eligible for them in high school. If a student's high school counselor signs off saying that they are eligible to take this course, they can enroll in an Oakton dual credit course. Trustee Burns asked if Oakton is offering students at the high school level, college credit courses where they could graduate from high school with an associate's degree. Ms. Nijmeh stated that we are currently exploring that option. For some of the computer aided design and manufacturing courses, depending on which high school it is, they could be earning a certificate. Trustee Burns asked if students taking classes in high school along with college credit courses do not have to take those particular classes when they get to college because they have taken and passed them through our dual credit program. Ms. Nijmeh replied that if they are Illinois Articulation Initiative (IAI) courses, then yes, those courses would transfer anywhere within the state of Illinois.

Trustee Salzberg stated that he was happy to see more apprenticeship opportunities, and that we are moving towards manufacturing technology. Trustee Frank was pleased that Oakton is partnering with private high schools in our district as well as the public high schools. He would also like to see more dual credit offerings for automotive courses at the high school level. Chair DiLeonardi thanked everyone for their part in the presentation; it was very informative and hoped that the students in attendance enjoyed it as well.

Public Participation – Student Joshua Rodriguez spoke on the subject of increasing student employee wages.

New Business

11/18-1a Approval of Adoption of Consent Agenda

Trustee Kotowski offered:

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

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

11/18-1b Approval of Consent Agenda Items 11/18-2 through 11/18-8

Trustee Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 11/18-2 through 11/18-8 as listed in the Consent Agenda.”

11/18-2 Ratification of Payment of Bills for October 2018 (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 \$6,009,216.44, for all check amounts and for all purposes as appearing on a report dated October 2018.”

- 11/18-3 Acceptance of Treasurer’s Report for October 2018**
“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 2018.”
- 11/18-4 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 January 7, 2016, June 28, 2016, September 19, 2016, September 20, 2016, November 15, 2016, and April 25, 2017, no longer require confidential treatment, and are released for public inspection.”
- 11/18-5 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: March 18, 2014, June 23, 2015, August 18, 2015, September 15, 2015, October 20, 2015, November 17, 2015, December 15, 2015, January 7, 2016, February 16, 2016, March 15, 2016, and April 19, 2016.”
- 11/18-6 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 \$22,986.63 for all funds listed in item a.”
a. Salary payments in the amount of \$22,986.63 for part-time teaching services for the Alliance for Lifelong Learning Fall 2018.
b. Salary rescinds in the amount of \$1,617.98 for part-time teaching services for the Alliance for Lifelong Learning Fall 2018.
- 11/18-7 Supplemental Authorization to Pay Professional Personnel – Fall 2018**
1. "Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$201,679.70 to the total amount of part-time teaching salaries paid during the fall semester 2018; the revised, total payment amount is \$4,149,253.06.”
2. "Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$16,102.35 to the total amount of faculty overload salaries paid during the fall semester 2018; the revised, total payment amount is \$443,109.15.”
- 11/18-8 Approval of Clinical Practice Agreements**
“Be it resolved that the Board of Trustees of Community College District 535 approves the following cooperative agreements:
Basic Nursing Assistant Training:
Lee Manor Nursing and Rehabilitation Center
Emergency Medical Technician and Paramedic Program:
NorthShore University HealthSystem
Presence Health Network
Health Information Technology:
Advocate Good Shepherd Hospital
Medical Assistant:
Erie Family Health Center
Precious Hearts Pediatrics

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

Ms. Burns	Aye
Mr. Kotowski	Aye

Mr. Salzberg	Aye
Mr. Stafford	Aye
Dr. DiLeonardi	Aye
Mr. Frank	Aye

The motion carried: Student Trustee Timperley favored the resolution.

11/18-9 Appointment of Members to Career Program Advisory Committees for 2018-2019

Student Trustee Timperley offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the appointment of members to the Career Program Advisory Committees for 2018-2019.”

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

11/18-10 Adoption of Resolution Setting Forth Tax Levies for 2018

Trustee Stafford offered:

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

SECTION 1: That the following sums be and hereby are levied as taxes for the year 2018 (to be collected in 2019) for the purposes set forth below, on the equalized assessed value of the taxable property of Community College District No. 535: the sum of Forty Three Million Four Hundred Eighty Seven Thousand Fifty Nine Dollars (\$43,487,059) as a tax for Educational purposes; and the sum of Eight Million Dollars (\$8,000,000) as a tax for Operations and Maintenance purposes; and the sum of One Hundred Dollars (\$100) as a special tax for Local Governmental and Governmental Employees Tort Immunity Act purposes; and the sum of One Hundred Dollars (\$100) as a special tax for Social Security and Medicare purposes; and the sum of One Hundred Thousand Dollars (\$100,000) as a special tax for Financial Audit purposes.

SECTION 2: That the Secretary of the Board of Trustees of Community College District 535, County of Cook and State of Illinois, is hereby authorized and directed to file a Certificate of Tax Levy in substantially the form that is attached hereto with the County Clerk of Cook County, Illinois, before the last Tuesday of December 2018.

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, adopted this 13th day of November 2018.”

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

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

The motion carried; Student Trustee Timperley favored the resolution.

11/18-11 Adoption of Resolution Setting Forth Property Tax Extension Limitation Law (PTELL) Reduction Designation

Trustee Stafford offered:

RESOLUTION DIRECTING COUNTY CLERK REGARDING TAX LEVY EXTENSION SUBJECT TO THE PROPERTY TAX EXTENSION LIMITATION LAW

“WHEREAS, on November 13, 2018, the Board of Trustees (“Board”) of Community College District 535, Cook County, Illinois (“College District”) did adopt its 2018 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 2018 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 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 2018 tax levy to meet PTELL requirements, the Board hereby authorizes and directs the County Clerk to make the necessary reductions, as follows:

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

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

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

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

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

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

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

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

Trustee Salzberg seconded the motion.

Trustee Stafford stated that this item concerns tax caps.

Trustee Burns called the roll:

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

The motion carried; Student Trustee Timperley favored the resolution.

11/18-12 Authorization to Approve November Purchases

Trustee Kotowski offered:

Agenda

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>		<u>Amount</u>
11/18-12a	1 - 2	Travel Services for Interim 2019 Field Study in Peru	Kipachi Peru Travel JP Morgan Chase/ Designated Airline/	\$	26,390.00
				\$	17,750.00

11/18-12b	1 - 2	Travel Services for Interim 2019 Field Study in Seville, Spain	4 Seasons Travel Agency The International College of Seville	\$	22,596.00
			JP Morgan Chase/ Designated Airline/ 4 Seasons Travel Agency	\$	28,350.00
11/18-12c	1 - 2	Document Imaging and Management System Annual Maintenance Contract and System Upgrades	Hyland Software, Inc.	\$	90,000.00
11/18-12d	1	Cloud Based Video on Demand System - Three Year Contract	ShareStream, LLC	\$	69,400.00
11/18-12e	1 - 2	Continuation of Employee Medical, Dental, and Vision Insurance	Community College Health Consortium	\$	8,066,000.00
			Delta Dental of Illinois	\$	385,000.00
			Vision Insurance Plan, Inc.	\$	60,000.00
11/18-12f	1 - 2	Steelcase Furniture with Installation for West End Offices and Reconfiguration of Current Workstations for West End Offices	Forward Space, LLC	\$	321,586.63
			Forward Space, LLC	\$	50,000.00
11/18-12g	1	Edge Network Equipment For the West End Remodeling Project			
		Rescind	AKA Comp Solutions, Inc.	\$	(26,400.13)
		Purchase	Zones, LLC	\$	35,782.47
Grand Total				\$	9,146,454.97. ”

Trustee Frank seconded the motion.

Trustee Stafford gave kudos to the staff for keeping the medical costs down; Trustees Kotowski and Salzberg concurred. Also, Mr. Timperley relayed that the students are excited about the upcoming field study trips to Peru and Spain.

Trustee Burns called the roll:

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

The motion carried; Student Trustee Timperley favored the resolution.

11/18-13

Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Consulting and Project Management Services Related to Website Audit, Recommendations, and Redesign Scope Documentation; b) Steelcase Furniture with Installation for West End Offices (Second Floor) and Skokie Campus Classrooms; and c) Signage for West End Offices.

11/18-14

Authorization to Hire an Associate Vice President for Workforce Education/Dean of Business and Career Programs

Trustee Frank offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Mr. Marc J. Battista effective January 7, 2019 at an annual salary of \$120,000. That salary will be prorated for the period of January 7, 2019 through June 30, 2019.”

Trustee Salzberg seconded the motion.

Dr. Ileo Lott, Vice President of Academic Affairs, stated that this position fills the vacancy that was created when Dr. Colette Hands became the College’s Chief Human Resources Officer. Dr. Lott relayed that looking for someone who could pick up where Dr. Hands left off was difficult, and they found that person in Mr. Battista, who will be a great addition to the team.

Trustee Burns called the roll:

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

Motion carried; Student Trustee Timperley favored the resolution.

11/18-15

Approval of Nominations of Directors, Oakton Community College Educational Foundation

Trustee Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 accepts the nomination of the following individuals as Directors of the Oakton Community College Educational Foundation:

Natasha Richards, Director of Global Quality, John Crane, Morton Grove, Illinois 60053; and Julie Fenton, JD, Evanston, Illinois 60201.”

Student Trustee Timperley seconded the motion.

Dr. Smith said that the Educational Foundation Board is delighted to bring these two individuals forward for approval.

Trustee Burns called the roll:

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

Motion carried; Student Trustee Timperley favored the resolution.

11/18-16 Acceptance of a Grant

Trustee Timperley offered:

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$259,495.00 from the Illinois Community College Board to support the Perkins Postsecondary Education Grant.”

Trustee Frank 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 11, 2018, beginning at 7:30 p.m. at the Des Plaines campus, 1600 E. Golf Road, in room 1506.

Trustee Kotowski made the motion to adjourn the meeting, seconded by Trustee Salzberg; a voice vote was called and the meeting adjourned at 8:40 p.m.

Joan W. DiLeonardi, Chair

Martha Burns, Board Secretary

ec
11/2018

A video recording of the meeting was made and is available 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 12/18-2 through 12/18-6

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 12/18-2 through 12/18-6 as listed in the Consent Agenda.

- 12/18-2 Ratification of Payment of Bills for November 2018
- 12/18-3 Acceptance of Treasurer’s Report for November 2018
- 12/18-4 Ratification of Actions of the Alliance for Lifelong Learning
Executive Board
- 12/18-5 Supplemental Authorization to Pay Professional Personnel – Fall 2018
- 12/18-6 Approval of Clinical Practice Agreements.”

Ratification of Payment of Bills for November 2018

The check register detailing the regular monthly bills for November 2018 was sent out on December 7, 2018. The totals by fund are on page 2. This includes approval of travel reimbursements for November 2018.

Board Chair

Board Secretary

EC:mw

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 \$9,487,585.87 for all check amounts as listed and for all purposes as appearing on a report dated September, 2018."

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 2018, represented by checks on pages 1-81 numbered 137724-137851, 137853-137868, 137870-137884, 137886, 137888-137896, 137898-137929, 137931, 137933-137948, 137950-137987, 137989-137995, 137997-138007, 138009-138013, 138015, 138017-138024, 138026-138084, 138086-138100, 138102-138106, 138125-138127, 138129-138161, 138163-138176, 138178-138193, 138195-138212, 138214-138286, 138288-138350, 138352-138356, 138358-138362 and 138364-138382 on the check register, have been received, supporting invoices audited and that these checks were in order for issuance and are hereby listed for ratification by the Board of Trustees.



Treasurer Oakton Community College District 535

RECAPITULATION

Gross Checks Issued

Fund	Gross Payroll	Accounts Payable	Sub-Total	Voided Checks	Total
Education	\$ 5,557,550.49	\$ 806,465.51	\$ 6,364,016.00	-	\$ 6,364,016.00
Operations, Building and Maintenance Fund	\$ 507,874.72	\$ 265,382.61	\$ 773,257.33	-	\$ 773,257.33
Maintenance Fund (Restricted)	-	\$ 1,554,856.27	\$ 1,554,856.27	-	\$ 1,554,856.27
Bond & Interest	-	-	-	-	-
Auxiliary Enterprise	\$ 342,284.35	\$ 175,959.92	\$ 518,244.27	-	\$ 518,244.27
Restricted purposes	\$ 211,585.87	\$ 27,060.42	\$ 238,646.29	-	\$ 238,646.29
Working Cash	-	-	-	-	-
Trust/Agency	\$ 614.63	\$ 7,269.55	\$ 7,884.18	-	\$ 7,884.18
Audit	-	\$ 11,240.00	\$ 11,240.00	-	\$ 11,240.00
Liability, Protection & Settlement	-	\$ 3,782.65	\$ 3,782.65	-	\$ 3,782.65
Social Security/Medicare	\$ 1,200.00	-	\$ 1,200.00	-	\$ 1,200.00
Loan	-	-	-	-	-
TOIALS	\$ 6,621,110.06	\$ 2,852,016.93	\$ 9,473,126.99	\$ -	\$ 9,473,126.99
Student Government	-	\$ 14,458.88	\$ 14,458.88	-	\$ 14,458.88
TOTAL PER REPORT	\$ 6,621,110.06	\$ 2,866,475.81	\$ 9,487,585.87	\$ -	\$ 9,487,585.87

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 1-81 numbered 137852, 137869, 137885, 137887, 137897, 137930, 137932, 137949, 137988, 137996, 138008, 138014, 138016, 138025, 138085, 138101, 138107, 138126, 138128, 138162, 138177, 138194, 138213, 138287, 138351, 138357 and 138363 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 \$14,458.88 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, 2018.



Student Government Association

Acceptance of Treasurer's Report for November 2018

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

EC: mw

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

That the Board adopts the following resolution:

"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 November 2018."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

November 2018

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

Treasurer's Comments on November 2018 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$1.1 million in tuition and fees, \$237,000 in FY 2019 state base operating grant payments, \$184,000 in property taxes received, \$125,000 in adult education grants, and \$79,000 in interest earnings. The College paid principle and interest on bonds of \$2.7 million during November as scheduled. Net cash and investments decreased by \$10.7 million from the previous month as expected.

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

Revenues

At the end of November, revenues were \$44.3 million or 116% of the prorated budget, compared to \$44.4 million, or 99% for the previous year. Tuition and fees totaled \$21 million year to date, or 133% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures of \$28.8 million are attributed to expected operating costs. The operating expenditures are \$2.7 million (10.3%) above prior year's actual expenditures of \$26.1 million for the same period. Net transfers total \$4.2 million as budgeted.

OAKTON COMMUNITY COLLEGE
 FINANCIAL POSITION OF FUNDS AS OF
 NOVEMBER 30, 2018
 (IN THOUSANDS)

	Education	Operations & Maintenance	Operations & Maintenance (Restricted)	Bond And Interest	General Long term Debt	Working Cash		Investment In Plant	Social Security Medicare Audit Tort	Retiree Health Ins. Fund	Total All Funds
						Auxiliary Agency Restricted					
ASSETS											
Cash	\$ 3,801	\$ 221	\$ 641	\$ 432	\$ -	\$ 1,344	\$ -	\$ 656	\$ (23)	\$ 7,072	
Taxes Receivable	43,054	7,933	-	3,599	-	-	-	99	-	54,685	
Student Tuition Receivable	6,199	1	-	-	-	306	-	-	-	6,506	
Government Funds Receivable	-	-	-	-	-	673	-	-	-	673	
Accrued Interest	625	86	122	-	-	41	-	4	60	938	
Other Receivables	851	-	-	-	-	102	-	-	-	953	
Investments											
Short-term	63,229	9,086	11,645	-	-	3,899	-	422	6,507	94,788	
Long-term	16,655	2,423	2,901	-	-	1,025	-	101	1,493	24,598	
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-	
Inventories - Prepaids	283	-	-	-	26	743	-	-	-	1,052	
Total Current Assets	120,197	19,750	15,309	4,031	26	22,633	-	1,282	8,037	191,265	
Net Investment in Plant	-	-	-	-	-	-	114,551	-	-	114,551	
Total Assets	\$ 120,197	\$ 19,750	\$ 15,309	\$ 4,031	\$ 26	\$ 22,633	\$ 114,551	\$ 1,282	\$ 8,037	\$ 305,816	
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	1,351	1,351	
Total Assets and Deferred Outflows of Resources	\$ 120,197	\$ 19,750	\$ 15,309	\$ 4,031	\$ 26	\$ 22,633	\$ 114,551	\$ 1,282	\$ 9,388	\$ 307,167	
LIABILITIES AND NET POSITION											
Payables	\$ 200	\$ 6	\$ 105	\$ -	\$ -	\$ (60)	\$ -	\$ -	\$ -	\$ 251	
Accrued Interest Payable	-	-	-	-	119	-	-	-	-	119	
Deferred Tuition Revenue	1	-	-	-	-	4	-	-	-	5	
Accruals	2,463	233	32	-	-	244	-	-	-	2,972	
Bonds Payable	-	-	-	-	34,837	-	-	-	-	34,837	
Net OPEB Liability	-	-	-	-	-	-	-	-	41,985	41,985	
Total Liabilities	2,664	239	137	-	34,956	188	-	-	41,985	80,169	
Deferred Inflows of Resources - Property Taxes	45,972	8,513	-	3,840	-	-	-	102	-	58,427	
Deferred Inflows of Resources - CIP	-	-	-	-	-	-	-	-	3,469	3,469	
Total Liabilities and Deferred Inflows of Resources	48,636	8,752	137	3,840	34,956	188	-	102	45,454	142,065	
Net Position											
Unrestricted	71,561	10,998	15,172	-	-	6,538	-	-	(36,066)	68,203	
Restricted	-	-	-	-	-	15,907	-	1,180	-	17,087	
Debt Service	-	-	-	191	(34,930)	-	-	-	-	(34,739)	
Plant	-	-	-	-	-	-	114,551	-	-	114,551	
Total Net Position	71,561	10,998	15,172	191	(34,930)	22,445	114,551	1,180	(36,066)	165,102	
TOTAL LIABILITIES & NET POSITION	\$ 120,197	\$ 19,750	\$ 15,309	\$ 4,031	\$ 26	\$ 22,633	\$ 114,551	\$ 1,282	\$ 9,388	\$ 307,167	

**OAKTON COMMUNITY COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
FOUR MONTHS ENDED NOVEMBER 30, 2018**

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
REVENUES (cash and accrual basis)					
Property Taxes (accrual basis)	\$ 48,256	\$ 20,107	\$ 19,952	99%	99%
Replacement Tax	1,000	417	312	75%	82%
State Revenue	2,680	1,117	1,913	171%	196%
Tuition and Fees	24,794	15,792	20,993	133%	95%
Other	1,697	707	1,089	154%	135%
TOTAL REVENUES	\$ 78,427	\$ 38,140	\$ 44,259	116%	99%
EXPENDITURES (accrual basis)					
Instructional	\$ 32,728	\$ 13,637	\$ 13,844	102%	95%
Academic Support	18,192	7,580	6,728	89%	85%
Student Services	6,772	2,822	2,469	88%	75%
Public Services	1,333	555	528	95%	85%
Operations and Maintenance	8,603	3,585	2,850	80%	73%
General Administration	5,853	2,439	1,989	82%	79%
General Institutional	667	278	393	141%	39%
Contingency	570	238	-	0%	0%
TOTAL EXPENDITURES	\$ 74,718	\$ 31,133	\$ 28,801	93%	85%
Revenues over (under) expenditures	3,709	7,007	15,458		
Net Fund transfers					
To Operations & Maintenance (Restricted)	(6,311)	(2,630)	(2,630)		
To Auxiliary Fund and Alliance	(2,177)	(907)	(907)		
To Restricted Purpose Fund	(100)	(42)	(42)		
To Liability, Protection & Settlement Fund	(575)	(240)	(240)		
To Social Security/Medicare Fund	(946)	(394)	(394)		
From Working Cash Fund: Interest	26	11	11		
Total Transfers	\$ (10,083)	\$ (4,201)	\$ (4,201)		
Net Revenue over (under) expenditures	\$ (6,374)	\$ 2,806	\$ 11,257		

**OAKTON COMMUNITY COLLEGE
REVENUES AND EXPENDITURES
FOUR MONTHS ENDED NOVEMBER 30, 2018**

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget	
REVENUES				
Construction Fee	\$ 335	\$ 266	79%	
Interest and Investments Gain/Loss	41	129	315%	
Other Revenue	-	-	0%	
Total revenues	376	395	105%	
EXPENDITURES				
Student Street Renovation	1,695	143	8%	
Sanitary Lift Station	460	317	69%	
RHC HVAC System	578	262	45%	
West End Remodeling - A/E Fees	8,207	899	11%	
Natural Area Restoration	150	46	31%	
Supplementary Water Connection	0	8		
Landscape Improvements	2,672	27	1%	
Capital Equipment	556	68	12%	
Check Valve	60	-	0%	
Backup Generator - DP	50	82	164%	
Switchgear Upgrades - DP	1,120	34	3%	
Elevator Upgrades	500	-	0%	
Athletics Remodeling	375	-	0%	
Interior Remodeling	125	-	0%	
Fire Alarm Panel Replacement	250	79	32%	
Flooring - Carpet Replacement	250	-	0%	
Cabling Upgrade	150	-	0%	
Wifi and Cellular Upgrades	400	-	0%	
Skokie Classroom Furniture	150	-	0%	
Lee Center Vestibule Curtain	70	-	0%	
Hardware Replacement/Master Keying	500	-	0%	
Baseball Field Fence Replacement	65	-	0%	
Exterior Envelope/Window Replacement	750	10	1%	
Domestic Water Pump	100	12	12%	
Project Management Services	260	114	44%	
Total expenditures	19,493	2,101	11%	
Transfer in	6,311	2,630	42%	
Net	\$ (12,806)	\$ 924	(7%)	

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 2,109	\$ 762	36%	32%
Workforce Development	140	21	15%	16%
Copy Center	230	74	32%	29%
Travel	10	11	110%	18%
Athletics	20	74	370%	270%
Child Care	392	183	47%	45%
PAC Operations	16	4	25%	25%
Other	142	100	70%	108%
Interest and Investments Gain/Loss	75	41	55%	7%
Total revenues	3,134	1,270	41%	38%
EXPENDITURES				
Bookstore Operating Expenses	2,076	586	18%	21%
Workforce Development	199	69	35%	22%
Copy Center	356	154	43%	27%
Travel	10	-	0%	0%
Athletics	1,101	511	46%	32%
Child Care	537	185	34%	27%
PAC Operations	90	37	41%	21%
Other	163	59	36%	10%
Total expenditures	4,532	1,601	35%	30%
Transfers in (out)	1,339	558		
Net	\$ (59)	\$ 227		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
FOUR MONTHS ENDED NOVEMBER 30, 2018**

	Operating Budget (000)	Prorata Budget (000)	Actual (000)	Actual As a% Budget	Last Year
<u>REVENUES</u>					
State Revenue	\$ 370	\$ 154	\$ 275	74%	85%
Tuition and Fees	1,015	423	561	55%	51%
Sale of Materials	63	26	27	43%	36%
Institutional Support					
Evening High School	100	42	-	0%	62%
Interest	8	3	-	0%	0%
Other Revenues	80	33	28	35%	33%
	<u>1,636</u>	<u>682</u>	<u>891</u>	<u>54%</u>	<u>58%</u>
Total revenues	<u>1,636</u>	<u>682</u>	<u>891</u>	<u>54%</u>	<u>58%</u>
<u>EXPENDITURES</u>					
Administrative Support	1,621	675	454	28%	21%
Instructional Programs					
Allied Health	202	84	69	34%	23%
Job-related	197	82	18	9%	32%
Home Related	7	3	2	29%	0%
Personal	36	15	14	39%	22%
Community Service	41	17	2	5%	2%
High School Programs	124	52	31	25%	18%
GED Programs	4	2	-	0%	25%
Kids/Youth Program	32	13	16	50%	76%
ESL Programs	151	63	60	40%	33%
Total Programs	<u>794</u>	<u>331</u>	<u>212</u>	<u>27%</u>	<u>26%</u>
	<u>2,415</u>	<u>1,006</u>	<u>666</u>	<u>28%</u>	<u>22%</u>
Total expenditures	<u>2,415</u>	<u>1,006</u>	<u>666</u>	<u>28%</u>	<u>22%</u>
Revenue over (under) expenditures	<u>\$ (779)</u>	<u>\$ (325)</u>	<u>\$ 225</u>		
Transfer in	779	325	325		
Net	0	0	550		

OAKTON COMMUNITY COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
FOUR MONTHS ENDED NOVEMBER 30, 2018

	Program Generated Revenue	Revenue Allocated to Programs	Total Revenue and Allocation	Expenditures	Program Net Fav (Unfav)
Activity fees	\$ 392,126				
Interest income	1,278				
Sub total revenues	393,404				
369901 Student Government Association	435	-	435	(13,354)	(12,919)
369910 Occurrence	-	-	-	(1,382)	(1,382)
369919 Skokie Events Team	290	-	290	(15,868)	(15,578)
369920 SGA College Program Board	-	-	-	(11,010)	(11,010)
369923 Global Health and Sustainability	393	-	393	(321)	72
369924 Hawaiian Music Club	180	-	180	(38)	142
369925 M.A.T.H. Club	70	-	70	-	70
369927 Cheer & Dance Team	85	-	85	-	85
369928 African Student Club	316	-	316	-	316
369931 Students for Social Justice	169	-	169	-	169
369932 Ceramics Club	150	-	150	(20)	130
369933 UNICEF	55	-	55	-	55
369934 Hillel	222	-	222	-	222
369940 Card and Board Game Club	293	-	293	-	293
369944 South Asian Club	40	-	40	-	40
369945 Physical Therapy	495	-	495	-	495
369946 Phi Theta Kappa (PTK)	3,327	-	3,327	(2,966)	361
369947 PRISM	150	-	150	-	150
369949 Mission Bible Club	-	-	-	(75)	(75)
369950 Hispanic Club	357	-	357	(309)	47
369952 Student Nurses May 2019	693	-	693	-	693
369954 Kpop Club	115	-	115	-	115
369957 Student Nurses Dec 2018	900	-	900	-	900
369959 Black Student Union	554	-	554	-	554
369960 Muslim Student Association	-	-	-	(43)	(43)
369963 Art Club	120	-	120	-	120
369964 Oakton Helping Others	508	-	508	-	508
369971 Habitat for Humanity	200	-	200	-	200
369972 PAYO	317	-	317	-	317
369976 ROTO Club	-	-	-	(300)	(300)
Sub Totals	10,567	-	10,567	(45,686)	(35,120)
<u>Fund Summary</u>					
Total Revenues	\$ 403,971				
Total Expenditures	(45,686)				
Total Transfers to other funds	-				
Excess revenues over expenditures	358,285				
Net Position 6/30/18	473,434				
Net Position, end of period	\$ 831,719				

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
NOVEMBER, 2018**

GENERAL FUND TRANSFERS/PAYMENTS									
DATE	AMOUNT	SELF-INSURANCE	REFUNDS/STUDENT-DISBURSEMENTS	ILLINOIS SALES TAX	EMPLOYEE HEALTH INSURANCE CCHC	CHASE CREDIT CARD	BOND HOLDER & MISC		
11/2/2018	\$ 892,723.94		\$ 892,723.94						
11/6/2018	154.52			\$ 154.52					
11/14/2018	4,986.00			4,986.00					
11/16/2018	668,047.61				\$ 668,047.61				
11/27/2018	33,277.02					\$ 33,277.02			
11/30/2018	250.00						\$ 250.00		
TOTAL	\$ 1,599,439.09	\$ -	\$ 892,723.94	\$ 5,140.52	\$ 668,047.61	\$ 33,277.02	\$ 250.00		

PAYROLL TAXES - TRANSFERS/PAYMENTS

DATE	AMOUNT	FEDERAL PAYROLL TAXES	STATE PAYROLL TAXES	SURS	CREDIT UNION AND TAX SHELTERS
11/2/2018	\$ 261,080.35	\$ 261,080.35			
11/2/2018	91,502.28		\$ 91,502.28		
11/2/2018	184,858.79			\$ 184,858.79	
11/2/2018	65,391.94				\$ 65,391.94
11/16/2018	270,508.98	270,508.98			
11/16/2018	92,929.67		92,929.67		
11/16/2018	187,906.71			187,906.71	
11/16/2018	62,185.98				62,185.98
11/30/2018	252,978.66	252,978.66			
11/30/2018	89,666.71		89,666.71		
11/30/2018	183,651.60			183,651.60	
11/30/2018	59,588.31				59,588.31
TOTAL	\$ 1,802,249.98	\$ 784,567.99	\$ 274,098.66	\$ 556,417.10	\$ 187,166.23

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 \$4,786.00 for part-time teaching services for the Alliance for Lifelong Learning Fall 2018.
- b. Salary rescinds in the amount of \$897.13 for part-time teaching services for the Alliance for Lifelong Learning Fall 2018.

CH:df
12/3/2018

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 \$4,786.00 for all funds listed in item a.”

Supplemental Authorization to Pay Professional – Fall 2018

Comparative figures:

Fall 2018 Part-Time	Fall 2017 Part-Time
\$4,239,484.53	\$4,289,993.30
Fall 2018 Overload	Fall 2017 Overload
\$494,756.46	\$406,949.82

IL:sp
12/2018

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 an adjustment of \$90,231.47 to the total amount of part-time teaching salaries paid during the fall semester 2018; the revised, total payment amount is \$4,239,484.53."

2. "Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$51,647.46 to the total amount of faculty overload salaries paid during the fall semester 2018; the revised, total payment amount is \$494,756.46."

Approval of Clinical Practice Agreements

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

Health Information Technology:

Amended: **Marianjoy Rehabilitation Hospital**

This is an amended renewal agreement for the Health Information Technology Program. This has been reviewed and approved by the College faculty and administration. This is a two-year agreement which was effective on September 17, 2018 and terminates on August 31, 2020.

Medical Laboratory Technology:

New: **Community First Medical Center**

This is a new agreement for the Medical Laboratory Technology program. This has been reviewed and approved by the College faculty and administration. This is a five-year agreement which will commence on December 11, 2018 and terminates on December 11, 2023.

New: **Swedish Covenant Hospital**

This is a new agreement for the Medical Laboratory Technology program. This has been reviewed and approved by the College faculty and administration. This is a five-year agreement which will commence on December 11, 2018 and terminates on December 11, 2023.

Physical Therapy Assistant:

Renewal: **Athletico, Ltd.**

This is a renewal agreement for the Physical Therapy Assistant program. This has been reviewed and approved by the College faculty and administration. This is a five-year agreement which will commence on December 11, 2018 and terminates on December 11, 2023.

Renewal: **Van Matre Rehabilitation Center**

This is an agreement for the Physical Therapy Assistant program and will commence on December 11, 2018. This has been reviewed and approved by the College faculty and administration. This agreement shall automatically renew for an additional one-year terms unless otherwise terminated as set forth therein.

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 approves the following cooperative agreements:

Health Information Technology:

Marianjoy Rehabilitation Hospital

Medical Lab Technology:

Community First Medical Center
Swedish Covenant Hospital

Physical Therapy Assistant:

Athletico, Ltd.
Van Matre Rehabilitation Center.”

Approval of Board Meeting Schedule for Calendar Year 2019

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
12/2018

President's Recommendation:

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves the established calendar of meetings of the Board for the 2019 calendar year for public notice as follows:

January 15, *February 19, March 19, April 23, *May 28, June 25, August 20, September 17,
*October 15, November 19, and December 10.

*Please note that the February 19, May 28, and October 15, 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., except where otherwise posted as required by law.

All other meetings will begin at 7:30 p.m. in room 1506 at the Des Plaines campus Oakton Community College, 1600 E. Golf Road, Des Plaines, Illinois, except where otherwise posted as required by law.”

Authorization to Purchase Water Pressure Booster System

The Des Plaines campus currently has a multiple pump pressure booster system for the domestic water supply. This pump system takes in the constantly fluctuating city’s water pressure and stabilizes it to a level that will supply adequate water supply volume and pressure to every plumbing fixture throughout the campus. The pumps operate 24 hours per day, 365 days per year, and were installed approximately 40 years ago as a part of the original building construction. These pumps have been rebuilt several times throughout the years. At this time, the equipment has long outlived its life expectancy and performance standards. In the event of a pump system failure, the campus would not be able to supply domestic water to the various areas of the campus and would have to close the building until the pumps were repaired or replaced. New replacement pumps will operate more efficiently and significantly lessen the likelihood of failure.

Kluber Engineering, one of the College’s QBS approved engineers, provided complete engineering plans and specifications for this project. With this information, the Facilities office and Purchasing office worked together to issue a bid. The bid was sent to 35 (two in district) plumbing contractors with four contractors submitting bids. The low bid of \$67,300 was submitted by Cryer & Olsen Mechanical, Inc. of Joliet. This amount includes \$2,300 for Alternate #1 for the control interface. Kluber and Oakton’s Construction Manager conducted a bid/project scope review meeting with Cryer & Olsen Mechanical to ensure that all bid specifications would be met. Cryer & Olsen Mechanical’s bid response did meet all of the project specifications. Their references include Matteson Public Library, Lincoln Academy, and capital improvement projects in Oak Park and River Forest. Kluber Engineering and the Administration are confident that Cryer & Olsen Mechanical can meet the water pressure booster system project requirements and deadlines.

In addition to the project total of \$67,300, the Administration is requesting approval for a project contingency of \$6,730 (10%) to be used in the event that any unforeseen issues arise. This brings the grand total to \$74,030. Work will be scheduled to begin mid-December 2018, with substantial completion by the end of April 2019.

Project Summary

<i>Company/Work</i>	<i>Amount</i>	<i>Contingency</i>	<i>TOTAL</i>
Kluber, Inc.	\$ 14,750.00	\$ 0	\$ 14,750.00
Cyrer & Olson Mechanical, Inc	\$ 67,300.00	\$ 6,730.00	\$ 74,030.00
TOTAL	\$ 82,050.00	\$ 6,730.00	\$ 87,780.00

EC:kr
11/27/18

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 a Water Pressure Booster System from Cryer & Olsen Mechanical, Inc., 1734 E. Cass Street, Joliet, IL 60432 for a contract sum of \$67,300.00, plus a project contingency of \$6,730.00 to be held by the College and used in the best interest of the College, for a total expenditure not to exceed \$74,030.00 in accordance with their low bid in response to Invitation to Bid # 0927-18-09.”

Water Pressure Booster System	
Bid #0927-18-09	
Vendor	TOTAL COST
Cryer & Olsen Mechanical Joliet, IL	\$ 67,300.00
Contingency	\$ 6,730.00
Total	\$ 74,030.00
Cecchin Plumbing & Heating Bloomington, IL	\$ 69,800.00
Mechanical Inc. Fox Lake, IL	\$ 77,070.00
DeFranco Plumbing Palatine, IL	\$ 102,749.00

Preview and Initial Discussion of Upcoming Purchases

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

a) 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, 2019. This support agreement provides hardware replacement for the voice gateways, onsite service as needed, telephone/email based support, access to software patches and upgrades for all of the College’s telephony systems.

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, the College plans to work directly with the manufacturer and their preferred reseller, Telecom Innovations Group (TIG) to secure pricing. The total annual cost is expected to be approximately \$28,000. The Administration plans to present this item to the Board for purchase approval at the January Board meeting.

b) Chiller Maintenance Contract for Skokie HVAC system - In June 2017, the Board authorized the purchase of an HVAC system replacement at the Skokie Campus. Subsequently, two new Daikin chillers and control panels were installed at the Skokie Campus in June of 2018. A preventive maintenance program is needed to provide routine inspection and maintenance of the covered equipment and maintain the five year extended warranty. Routine inspections can minimize or prevent unscheduled down time by detecting deficiencies early. Scheduled factory recommended maintenance will ensure efficient operation and maximum equipment life. During equipment inspections Oakton staff will also participate, giving them the opportunity to learn proper equipment operation and early problem recognition that can minimize service outages. The maintenance period is February 1, 2019 through January 31, 2024. The cost for this sole source purchase is \$51,625. The Administration plans to present this item to the Board for purchase approval at the January Board meeting.

c) Skokie Basement Floor Repairs - The Skokie campus basement consists of approximately 29,000 square feet of open floor area. The Administration would like to designate this area as a safe zone for employees and students to assemble in the event of an emergency. In addition, various departments at the College also need to utilize portions of this open floor space for equipment and furniture storage. However, as a result of the recent asbestos abatement in this area, the existing floor has several areas in need of repair and surface leveling to eliminate tripping safety hazards. In addition to floor repairs, the College wishes to construct several secure storage cage units within the basement footprint along with a secure masonry enclosure for Grounds department equipment storage. The Facilities department and the Purchasing office will work collaboratively to issue a bid for this work. The estimated cost to repair the floor, build storage cages, the masonry wall, and additional needed lighting is \$185,500. The Administration plans to present this item to the Board for purchase approval at an upcoming Board meeting.

d) Grant Funded Firearms Training Simulator - In August of last year, conversations were held with Brad Wooten, Dean of Business and Career Technologies and Al Grippe, Director of Grant Strategy Development to discuss the possible grant purchase of a Use of Force Training Simulator (A.K.A. Firearms Simulator). The Oakton Law Enforcement & Criminal Justice Program will be working in collaboration with the Oakton Police Department to utilize the benefits of this training and educational tool. The usage opportunities for additional areas outside police agencies will also be explored. The Ti training simulator is a learning tool that provides use of force scenarios for active learning. The training is interactive as the simulator instructor can modify and change scenarios based on student engagement. At the end of the scenario, student(s) are debriefed according to proper procedures and current laws. The use of this simulator has numerous benefits as it provides a safe environment for learning. Additionally, this simulator can be instrumental in reducing the exposure to excessive use of force claims and litigation. This training tool provides students with the knowledge and experience to use the proper level of force that is reasonable and necessary in given arrest/non-arrest situations. The tools that are included in the simulation scenarios include laser light projected simulated firearm, laser light projected O.C. Pepper Spray, and laser light projected flashlight. Additionally, verbal abilities are evaluated to teach and strengthen the student's tactical communication skills.

The Ti use of force simulator is currently being used by the following community colleges in our area; Harper College, College of DuPage, Kishwaukee College, Waubensee Community College, and Sauk Valley Community College. In addition, it is also being used by the following police agencies; Chicago Police Department, DeKalb Police Department, Elgin Police Department, South Elgin Police Department, Rockford Police Department, Palatine Police Department, Joliet Police Department, Shorewood

Police Department, Country Club Hills Police Department, and Darien Police Department.

The Ti use of force simulator is a sole source training tool from Ti Training Corporation. The total price is \$28,290. An additional benefit of purchasing the Ti system includes a price reduction of \$3,500 for having Oakton's Law Enforcement department chairperson already complete the training program in order to receive the Master Operator Certification. This certification was received at Harper College in 2015 upon Harper's purchase of the equipment. The certification allows the faculty member to train and certify others in the use and operation of this equipment. In late November 2018, this item received approval from the grants office. The simulator will be used in the following courses; Police Operations (LAE122), Defensive Techniques (LAE 240), Forensics I (LAE135), and Forensics II (LAE239). The Administration and department chair believe that the purchase of this equipment will greatly enhance the Law Enforcement program. This item will be presented for approval at the January 2019 Board meeting. The order will be placed immediately following the approval so that the unit can be delivered and used in the spring 2019 semester.

e) Instructional Services for Therapeutic Horticultural Program – Each semester, the Joseph Regenstein, Jr. School of the Chicago Botanic Garden provides instruction in Therapeutic Horticulture. The invoices for the fall 2018 semester were just submitted and they include the following:

HTC 100 Introduction to Horticulture for Horticultural Therapists

25 students x 3 credit hours each x \$150 per hour = \$11,250

HTC 101 Health through Horticulture: Using Plants for Therapeutic Outcomes

26 students x 4 credit hours each x \$150 per hour = \$15,600

HTC 101 Health through Horticulture: Using Plants for Therapeutic Outcomes

26 students x \$500 lab fee = \$13,000

HTC 110 Horticultural Therapy Application and Practicum

24 students x 5 credit hours each x \$150 per hour = \$18,000

HTC 110 Horticultural Therapy Application and Practicum

24 students x \$500 lab fee = \$12,000

Grand Total = \$69,850.00

Because the invoices are due, the Administration will be seeking Board of Trustees ratification for this purchase at the January 2019 Board of Trustees meeting.

f) 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 2019.

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 \$45,500. The Administration plans to present this item to the Board for approval at the January Board of Trustees meeting.

Approval of an Administrator's Resignation Agreement

Mr. Marvin Bornschlegl, Chief of Police and Emergency Management, provided notice of his intent to resign from his position at the College, effective December 31, 2018. Based upon the terms of his resignation agreement, Mr. Bornschlegl will receive his final salary payment within ten (10) days of the execution of this agreement, in exchange for his resignation and a release of claims.

We thank Mr. Bornschlegl for his nine years of service to the College serving as a part-time faculty member, counselor, advisor, and Chief of Police and Emergency Management.

CH/nmi
12/5/2018

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the Resignation Agreement between the College and Mr. Marvin Bornschlegl, Chief of Police and Emergency Management, which includes his final salary payment in exchange for his resignation effective December 31, 2018 and a release of claims.”

Acceptance of a Faculty Retirement

Under the provisions of the current Oakton Community College contract (Contract) between the Board of Trustees and the Oakton Community College Faculty Association (OCCFA-IEANEA), the following faculty member has applied for retirement:

<u>Faculty Member</u>	<u>Discipline</u>	<u>Retirement Date</u>
Hollace Graff	Chair, Philosophy & Humanities Distinguished Professor, Philosophy	July 31, 2019

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

We congratulate Dr. Graff for her many years of exemplary service to the College and wish her well in future endeavors.

CH:nmi
12/5/2018

President's Recommendation:

That the Board adopt the following resolution:

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

Authorization to Hire an Assistant Vice President for Institutional Effectiveness and Strategic Planning

The administration is recommending the hire of Dr. Kelly Iwanaga Becker as the Assistant Vice President for Institutional Effectiveness and Strategic Planning. The search began on September 17, 2018 with postings on the Oakton Community College website and on internal 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 Association of Colleges and Universities), *Diversejobs.net*, *Insidehighered.com*, *Higherjobs.com*, *illinoisjoblink.illinois.gov*.

There were fifty-two applicants for the Assistant Vice President for Institutional Effectiveness and Strategic Planning position. The search committee conducted six on campus interviews and selected three finalists to bring to campus for interviews with a number of employee groups, including the Chief Human Resources Officer, the Vice President for Academic Affairs and Vice President for Student Affairs; President's Council; and open session for college administrators, faculty, staff, and President Joianne Smith.

Dr. Becker earned her bachelor's degree in Sociology from Boston College, and a master's degree in Education, and a Ph.D. in Sociology from Northwestern University. Dr. Becker is currently the Associate Director of Student Affairs Assessment and Planning at Northwestern University. Dr. Becker provides assessment, research, and strategic planning support to various departments, including careers services, leadership development, and health services. She conducts advanced statistical analyses and creates data visualizations to help departments make data-informed decisions. Prior to Northwestern, Dr. Becker worked in admissions at DePaul University.

CH/vb
12/5/2018

President's Recommendation:

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Dr. Kelly Iwanaga Becker effective March 11, 2019 at an annual salary of \$115,000. That salary will be prorated for the period of March 11, 2019 through June 30, 2019.”



**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535
County of Cook and State of Illinois
ADMINISTRATOR'S EMPLOYMENT CONTRACT**

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

WITNESSETH:

Whereas, pursuant to the Administrator's application, the Board's President has recommended the administrator's appointment as Assistant Vice President for Institutional Effectiveness and Strategic Planning of the Board's College, and the Board has approved such recommendation;

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

1. The Administrator is appointed Assistant Vice President for Institutional Effectiveness and Strategic Planning of the Board's College from March 11, 2019 through June 30, 2019. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board policy and the job classification manual, as revised from time to time, and such other related duties as are assigned from time to time by or at the direction of the Board of Trustees and the President. In consideration for services rendered by the Administrator, the Board shall pay the Administrator a salary at an annual salary of \$115,000 in accordance with the Board's salary policies and procedures and the conditions therefore, currently in effect or as may hereafter be modified. This salary shall be prorated for the period March 11, 2019 through June 30, 2019.
2. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
3. This contract and services rendered are subject to all applicable Constitutional provisions and the Illinois Revised Statutes, and any provisions contrary to these documents may be considered void without invalidating the remainder of the contract.
4. This contract guarantees the administrator the rights of procedural due process.
5. This agreement shall not be effective unless it is signed and returned to the President within ten days of its issuance.

Dated and returned this _____ day of _____ 20__ by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on December 11, 2018.
(Agenda Item 12/18-12)

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

President

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

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

Acceptance of National Science Foundation Scholarships in Science, Technology, Engineering, and Mathematics Program (S-STEM) Grant

The National Science Foundation (NSF) has awarded Oakton Community College a five-year, \$673,512.00 grant. NSF S-STEM funds will support the STEM Scholars program which provides a holistic and unified program providing scholarships, supportive services, and STEM engagement for students pursuing degrees in STEM fields. Suzanne Ziegenhorn will be the the Principle Investigator (PI), Mario Borha and Gloria Liu will be co-PIs, and Bob Sompolski, Dean of Science, Technology, Engineering and Mathematics and Health Careers, will be the administrator assigned to the grant.

AG

12/5/2018

President's Recommendation:

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$673,512.00 from the National Science Foundation to support the Scholarships in Science, Technology, Engineering, and Mathematics Program (S-STEM) grant.”