

**The 748th Meeting
of
The Board of Trustees
October 15, 2019**



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 748th MEETING
of
THE BOARD OF TRUSTEES
OCTOBER 15, 2019**

**Oakton Community College
7701 N. Lincoln Avenue
Skokie, Illinois 60077**

**Dinner
6:00 p.m.
Room A167**

**Closed Session
6:30 p.m.
Room A167**

AGENDA

1. Call to Order and Roll Call in Room A167
2. Consideration of a motion to close the meeting to the public for the purpose of the following:
 - review and approve closed session minutes of September 17 and September 24, 2019
 - consider the appointment, employment, compensation, discipline, performance or dismissal of employees, and pending litigation
3. Consideration of a motion for adjournment
4. Adjournment

**Open Session
7:30 p.m.
Room P104**

AGENDA

- Call to Order and Roll Call
- Pledge of Allegiance
- V Approval of Minutes of the September 17, 2019 Board of Trustees Meeting and September 24, 2019 Committee of the Whole Meeting
- Statement by the President
- Finance Committee Report
- Educational Foundation Liaison Report
- Student Trustee Report
- Comments by the Chair

Report: Audit Report

Report: Strategic Enrollment Management (SEM) Plan Progress

Public Participation

NEW BUSINESS

CONSENT AGENDA

10/19-1

- a. Approval of Adoption of Consent Agenda
- b. Approval of Consent Agenda Items 10/19-2 through 10/19-7

10/19-2 Ratification of Payment of Bills for September 2019

10/19-3 Acceptance of Treasurer's Report for September 2019

10/19-4 Acceptance of Quarterly Report on Investments

10/19-5 Ratification of Actions of the Alliance for Lifelong Learning Executive Board

10/19-6 Supplemental Authorization to Pay Professional Personnel – Fall 2019

10/19-7 Approval of Clinical Practice Agreements

OTHER AGENDA ITEMS

V 10/19-8 Acceptance of Comprehensive Annual Financial Report (with Auditor's Opinion)

R 10/19-9 Approval of Estimate of Levy for 2019 and Announcement Thereof

R 10/19-10 Authorization to Approve October Purchases

- a. Skokie Student Center and Student Street Renovation
- b. Flexible Registration Software – Five-Year Contract
- c. Cloud Based Math Placement Exams and Online Instruction – Three Year Contract
- d. Microscopes

10/19-11 Preview and Initial Discussion of Upcoming Purchases

R 10/19-12 Acceptance of Faculty Retirements

V 10/19-13 Acceptance of Grants

ADJOURNMENT

**Minutes of the Oakton Community College Board of Trustees Meeting
September 17, 2019**

The 747th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, September 17, 2019, at the Oakton Community College Des Plaines Campus, 1600 E. Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

At 6:40 p.m. in room 1502, Chair Salzberg called the meeting to order. Board Acting Secretary Bill Stafford called the roll:

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

Chair Salzberg 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, which was seconded by Trustee Stafford.

Trustee Stafford called the roll:

Mr. Stafford	Aye
Dr. Bush	Aye
Mr. Salzberg	Aye
Ms. Burns	Aye
Ms. Toussaint	Aye
Mr. Kotowski	Absent
Dr. Yanow	Aye
Ms. Ozegovic	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 7:05 p.m., Chair Salzberg asked for a motion to adjourn the closed session meeting. Trustee Stafford made the motion; seconded by Trustee Bush; a voice vote was called and the meeting adjourned.

Open Session and Roll Call

Chair Salzberg called the regular meeting of the Board of Trustees to order at 7:30 p.m. in room 1506.

Trustee Kotowski called the roll:

Mr. Salzberg	Chair	Present
Ms. Burns	Vice Chair	Present
Mr. Kotowski	Secretary	Present

Ms. Toussaint	Present
Dr. Bush	Present
Dr. Yanow	Present
Mr. Stafford	Present
Ms. Ozegovic	Present

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 Toussaint

Approval of Minutes

Chair Salzberg asked for a motion for the approval of the minutes of the August 20, 2019 regular meeting of the Board of Trustees. Trustee Burns made the motion, which was seconded by Trustee Kotowski.

A voice vote was called, and the minutes were unanimously approved as presented.

Statement by the President

Dr. Smith welcomed everyone to the meeting and asked for introductions of those present:

Full-time Faculty present included: Gregory Hamill, Professor, Sociology and President of the Full-time Faculty Association; Reza Dai, Distinguished Professor, Electronics, Local Area Networks and Mathematics; John D’Anca, Distinguished Professor, Psychology; Ahyoung Kim, Assistant Professor, Mathematics; Michael Mauritzen, Associate Professor, English; Michael Peat, Professor, Automotive Technology; Andrew Roach, Professor, Mathematics; and Suzanne Ziegenhorn, Associate Professor, Biology.

Adjunct Faculty present included: Cheryl Thayer, Lecturer, Liberal Arts and President of the Adjunct Faculty Association; David Arieti, Lecturer, Biology; and Valerie Krejcie, Lecturer, Liberal Arts.

Classified Staff present included: Brian Bacon, Transfer Coordinator, Career and Transfer Center; Philip Cronin, Senior Media Services Technician; Eileen Cukierski, Senior Executive Assistant to the President, Secretary to the Board of Trustees; Amy Finkenbine, Student Employment Specialist; Krissie Harris, Manager, Student Life and Campus Inclusion; Jon McFarlane, Media Services Integration Technician; and Ella Whitehead, Manager, Career and Transfer Services.

Administrators present included: May Alimboyoguen, Assistant Dean, Health Careers; Marc Battista, Associate Vice President, Workforce Education and Dean of Business and Career Technologies; Anne Brennan, Assistant Vice President, Academic Affairs and College Transitions; Kelly Iwanaga Becker, Assistant Vice President of Institutional Effectiveness and Strategic Planning; Colette Hands, Associate Vice President, Chief Human Resources Officer; Sebastian Contreras, Jr., Dean, Student Success; Ruben Howard, Director, Workforce and Strategic Partnerships; Jacob Jeremiah, Assistant Dean, Library; Mark Kiel, Dean, Counseling, Health and Wellness Services; Linda Korbel, Dean, Liberal Arts; Raymond Lawson, Dean, Online Learning; Juletta Patrick, Assistant Vice President, Student Affairs, and Dean of Access, Equity and Diversity; Katherine Sawyer, Associate Vice President of Marketing and Communications, and Chief Advancement Officer; Prashant Shinde, Chief Information Officer; Bob Sompolski, Dean, STEM and Health Careers; Andy Williams, Controller, Budget and Accounting Services; Ruth Williams, Assistant Vice President, Academic Affairs, and Dean of Curriculum and Instruction; Cheryl Warmann, Registrar, and Director of Student Financial Support; and Brad Wooten, Dean, Skokie Campus, and of Dean, Adult and Continuing Education.

Guests: Dorothy McCarty, Cotter Consulting; Melissa Cayer and Wayne Serbin

Media: Mr. Steve Sadin – Pioneer Press and Triblocal

Statement by the President

Dr. Smith offered condolences to Jordana Lambropoulos, GED Manager, on the passing of her mother Edna Glenn; and to the family of Arnold Cowen, a long-time Educational Foundation director, who recently passed away. Dr. Smith congratulated Al Grippe, Director of Grant Strategy and Development and their wife on the birth of daughter Gianna Francesca on August 26. Happy birthday wishes were offered to Chair Salzberg. Dr. Smith thanked Edwin Chandrasekar, Joe Scifo, Rich Schwass, the Police Department, the Facilities team, the entire Emergency Operations Communication Team, for managing the weekend flooding situation. There was minimal disruption to campus operations given the closure was over the weekend. Dr. Smith thanked the Trustees who served as ambassadors at the Evanston CommUNITY Picnic on August 25 and at the Evanston Farmers Market on September 7. This is a new initiative for the Trustees and it has been great to have them out in the community representing Oakton. Dr. Smith thanked Educational Foundation President Howard Singer and his wife Alisa, for hosting the Foundation Board social on August 25 at their home. A ribbon cutting ceremony took place celebrating the major completion of the West End of the Des Plaines campus. It was a most important undertaking and it is wonderful to see that space open and used by faculty, staff and students. Our Fall Fest celebrations were held at the Skokie and Des Plaines campuses earlier in the month. Dr. Smith thanked the Student Life staff who played a part, and the Oakton Owl handler, Krissie Harris, for making those events a success. September is Library Card Sign-up Month, a time when the American Library Association reminds parents, caregivers and students that signing up for a library card is the first step towards academic achievement and lifelong learning. Dr. Smith thanked Jake Jerimiah and his team for library cards that were issued to the Trustees. Lastly, the Oakton Educational Foundation will be hosting its fall fundraising event, “Art for Education’s Sake”, at the Des Plaines campus on September 19, beginning at 6 p.m., tickets are \$50 and can be purchased through the Foundation.

Comments by the Chair

Chair Salzberg thanked everyone for coming to the meeting, and everyone who has been involved with the West End renovation. Chair Salzberg said that he attended Oakton years ago, and where the institution was then compared to now is incredible; all made possible through the leadership of the Board and the administration, he is proud of what has been done to date, with more to come.

ICCTA Liaison Report

Trustee Bush reported that the Illinois Community College Trustees Association (ICCTA) September 13-14 meetings were held in Springfield, Illinois, and were attended by Trustees Bush, Toussaint and Burns. Roundtable topic discussions included the labor market value of associate’s degrees, stackable credentials related to shifts in millennial multiple careers, partnering with labor unions for highly skilled trades and Early College, (where students graduate simultaneously from high school and with an associate’s degree). Other topics included rogue board members, and best practices such as annual board retreats, including self-evaluations. The afternoon session centered on the topic of cannabis statewide, the regulations, and the act. Oakton was held up as a standard-bearer for our certificate program. There were presentations by a representative from the Illinois Department of Agriculture, a former Illinois state police officer, who is now licensing medical cannabis, and an industry representative. The Community College Cannabis Vocational pilot Program is set to begin the 2021-22 academic year. There are eight programs that the state is funding, a cooperative between the Department of Agriculture and the Illinois Community College Board (ICCB) for a career in cannabis certification and a general review of the industry.

Educational Foundation Liaison Report

Trustee Stafford reported that the Educational Foundation received a number of notable gifts since the last report. A \$280,000 gift was received from the estate of Herbert Liebsch, an Oakton alumni from the class of 1987. Mr. Liebsch attended the College from 1982 to 1987 and graduated with an Associate of Applied Science in computer programming; a \$10,000 pledge from employee Teresa O'Sullivan, to launch an endowed scholarship in memory of her father, to provide scholarships for veterans at Oakton; John Crane Inc. and Robbins Schwartz, have committed to the global sponsorship level of \$10,000 each to support the Foundation's FY20 events. The first of two fundraising events will take place on September 19 on the Des Plaines campus. The Art for Education's Sake auction features works by students and faculty in a reception setting in the main lobby. Proceeds from the event will support the Foundation's annual fund, which provides funding for high school scholarships and the grants program, among other things. Trustee Stafford shared that the Foundation Board has reached their goal of 100% participation in the Board's annual leadership giving campaign within the first quarter of the fiscal year. The Foundation experienced a great loss with the passing of Board Director Arnold Cowen. Mr. Cowen had been a member for twelve years and took great pride in his affiliation with Oakton and the work of the Foundation. He and his wife of sixty-eight years, Phyllis, were most recently on campus for the College Breakfast in August. The Cowens have directed memorial gifts to the Oakton Educational Foundation. Lastly, the Foundation Board's next meeting will take place on September 25, 2019.

Student Trustee Report

Student Trustee Adisa Ozegovic reported that since the last meeting, students have spent time getting accustomed to classes. Student Life activities have officially begun. Some highlights include Suicide Prevention Day, which was September 10. PTK spent their time fundraising for the American Foundation for Suicide Prevention and in total raised over \$100. Fall Fest is an annual event where students can learn about the many co-curricular activities available at Oakton. It was a success as forty-four student clubs and organization tables were present at both campuses along with tables for staff and departments. Over 700 students attended. Future dates to keep in mind, September 24, Schulyer Bailar, the first transgender NCAA Division I men's athlete, will speak in the Student Center; on September 25 the Student Government Association will be hosting an outdoor movie night; on the 25th will also be the first official lip sync battle to take place in the cafeteria.

Trustee Toussaint spoke about the Oakton outreach at the Evanston CommUNITY picnic last month. She stated that this is the Board's effort to increase the public's knowledge about Oakton and what the College has to offer. She stated that many people have heard of Oakton but they do not really know about specific programs, certifications and what a jewel Oakton is in the community. At the picnic, many of the Board members were there passing out flyers, giving out information, and letting people know that Oakton is there for them. Trustee Toussaint thought that their efforts were well received. They did shake many hands, and the hope is that at the end of the day this will help to increase enrollment. Chair Salzberg said that having Trustees at these types of community events would have an impact because it is exposing Oakton to communities. He went on to say that, there is nothing like one on one contact, and he is supportive of the outreach programs that we have here. Trustee Toussaint added that the Trustees were at the Farmers Market in Evanston on September 7, doing outreach in the community. Trustee Burns thanked Katherine Sawyer, Associate Vice President of Marketing and Communications/Chief Advancement Officer, for her help, as she was the liaison to the Board providing the materials needed. She added that at the CommUNITY picnic, there were many young people that did not really know a lot about Oakton; and at the Farmers Market, most people were older adults who had taken classes at the College. Lastly, Trustee Burns said that it was a good first time out; we just have to get younger people interested.

Dr. Smith introduced Dorothy McCarty from Cotter Consulting, who briefly talk about the next major construction renovation. Ms. McCarty gave a brief update on the Skokie Student Center and Student Street project. Ms. McCarty said that soon the College would be starting a large-scale renovation at the Skokie campus

to renovate the cafeteria, servery, student street, bookstore, and student life area. Ms. McCarty showed an overhead view of the project, where one of the ideas is to open up the whole cafeteria, student area and so forth, to the street. She showed a rendering of what the student center/cafeateria will look like post renovation. Board action to approve the contract will be included on the October 15, 2019 agenda.

Report: The Oakton Experience and Student Success: The Past, Present and Future Work of the Career and Transfer Center

Dr. Smith introduced Ms. Ella Whitehead, Manager, and Brian Bacon, Transfer Coordinator, both from the Career and Transfer Center (CTC), to talk about the Oakton experience and the work of the CTC. Ms. Whitehead began by providing a timeline and history of the CTC, which originally began as Career Services. In 2016, a redesign proposal was submitted and approved to revamp Career Services. The Center was in a space that restricted the ability to provide small and large group programming and services to our students, alumni, employer and university partners. In October 2018, the CTC moved to the second floor of the Enrollment Center. In addition, in July 2019 the area was made into a more open and inviting space. One of the most important details of the remodel is that the space is now multi-functional and will be used for programs, workshops, meetings, and a space for students to congregate.

Mr. Bacon spoke about the mission of the Career and Transfer Center, which provides comprehensive support services to students enabling them to discover and pursue their career and transfer goals by aligning their academic efforts and personal development to their chosen career and transfer pathways. All of which relates to Oakton's strategic commitments and institutional priorities, most notably in equity matters, community matters and curricular pathways. This is how we conduct our work and ensure that what we do is grounded in the efforts of our institution where student success is at the core. Ms. Whitehead said that the CTC works with students and alumni to help identify and assist with attainment of their academic and professional goals. This is done through our three major programmatic functions: career, transfer and student employment. Ms. Whitehead thanked the Board on behalf of the College and the students, for the Board's approval of the student employment policy at the August 20, 2019 meeting, which has ensured that Oakton is in alignment with national best practices and has allowed the College to increase the student employee wage plan. One of the major goals of the student employment program is to ensure that each student who participates in campus employment leaves Oakton with a baseline of knowledge, skills and experience. The CTC also oversees the career services functions at the institution. Every professional staff member in the CTC is MBTI (Myer-Briggs Type Indicator) certified and is equipped to assist students in exploring who they are and what they want to do. Other career service opportunities for students include industry specific job fairs, major and career exploration, and employer engagement. Additionally, the Center will offer experiential learning opportunities, and assist special populations with job searching and career counseling such as career changes.

Mr. Bacon said that within the CTC, transfer programming centers are moving from a model of exposure to connection and works in partnership with Anne Brennan and her office of Academic Affairs and College Transitions. How do we ensure that our efforts are in line with the efforts of our in-district high schools, as we need to be mindful of our prospective student population and ensure that we are in alignment with our strategic enrollment management priority at the College? President Smith shared the positive news that our LatinX and Black student population saw the biggest gains in fall-to-fall persistence rates. This disaggregated data aids in our efforts to focus our equity work, moving from the partnerships to college fairs and programming. This academic year we look to continue equity minded college fairs, which are graciously funded by the Educational Foundation. We want to ensure that our work is an institution wide effort. On September 26, there will be a LatinX college and resource expo followed by our HBCU/MSI college fair on October 3, 2019. These fairs are designed to aid in this model of exposure to connection, as we know students persistence rates improve when they are part of a community. We look at this as a handoff from community and high school to community at Oakton to community at the four-year institutions.

The Career and Transfer Center is the epicenter of the Oakton experience. During FY19, the CTC had over 19,000 interactions with students, employers and transfer partners. The Center's primary focus is connecting new students to major and career exploration programs, through the First Year Experience and guided pathways programs. The way that is done is by providing intentional major and transfer advising and support, offering career and professional development through student employment, and connecting to experiential learning opportunities, as well as building connections and community with local businesses and workforce, and relationship development with all College stakeholders. The CTC is in each of the four pillars of the Oakton experience and will support the Oakton experience by creating career and transfer communities that align directly with our curricular pathways. Mr. Bacon noted that in terms of the career and transfer communities, when Rob Johnstone, of the National Center for Inquiry and Improvement came to Oakton, he painted a picture of guided pathways by successful implementation and what that looks like. Students go to college to get a job. If this is indeed true, the CTC is at the forefront of the Oakton experience. In addition, how we bring students to our services on campus and online is critical. When the CRM (Customer Relationship Management), which is a part of the Strategic Enrollment Management (SEM) priority was implemented, we saw for spring 2020, roughly a quarter of our students list themselves as undecided. The CTC role in guiding exploration for these students will necessitate additional staff from onboarding, clarifying the path, entering the path, staying on the path and ensuring learning and the CTC is present in each one of those pillars. With the impending overhaul of the website, this will involve putting CTC exploration and possibilities front and center. As we are restructuring web pages, we are looking at career and transfer communities future direction as a way to promote early and often and with intentionality, our areas of interest and what employer and transfer partners fit within each prospective area to best showcase what these have to offer.

Chair Salzberg thanked Ms. Whitehead and Mr. Bacon for their presentation. Trustee Burns asked if every student that comes to Oakton goes to the Career and Transfer Center and is there a deliberate effort or just a hope that students visit the Center. Ms. Whitehead replied that the hope is that each student would interact with the Center, hopefully in his or her first semester, but right now, it is hope. Moving forward we would definitely need to have additional staff to help manage meeting with each student, as currently there is one part-time career and transfer coach.

Public Participation

Ms. Melissa Cayer addressed the Board and suggested that there should be a means for students to learn how to retrieve and review a property tax bill.

Mr. Wayne Serbin addressed the Board regarding TIF districts and noted that in his opinion, having a representative from the College attending those meetings would be beneficial.

Unfinished Business: Athletic Infrastructure Opportunity – this item will be deferred to September 24, 2019, at 2 p.m., when a Committee of the Whole meeting will take place at the Des Plaines campus.

New Business

9/19-1a Approval of Consent Agenda

Trustee Stafford offered:

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

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

9/19-1b Approval of Consent Agenda Items 9/19-2 through 9/19-6

Trustee Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 9/19-2 through 9/19-9 as listed in the Consent Agenda.”

9/19-2 Ratification of Payment of Bills for August 2019 (Including Approval of Travel)

"Be it resolved that the Board of Trustees of Community College District 535 hereby ratifies expenditures and release of checks by the Treasurer of Community College District 535 in the amount of \$5,600,789.05 for all check amounts and for all purposes as appearing on a report dated August 2019."

9/19-3 Acceptance of Treasurer’s Report for July 2019

“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 July 2019.”

9/19-4 Acceptance of Treasurer’s Report for August 2019

“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 August 2019.”

9/19-5 Ratification of Actions of the Alliance for Lifelong Learning Executive Board

“Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a to c, and hereby approves the expenditures in the amount not to exceed \$56,617.38 for all funds listed in items a and b.”

a. Salary payments in the amount of \$54,751.38 for part-time teaching services for the Alliance for Lifelong Learning fall 2019.

b. Salary payments in the amount of \$1,866.00 for part-time teaching services for the Alliance for Lifelong Learning summer 2019.

c. Salary rescinds in the amount of \$65.00 for part-time teaching services for the Alliance for Lifelong Learning summer 2019.

9/19-6 Ratification of Payment of Pay Professional Personnel – Fall 2019

1. "Be it resolved that the Board of Trustees of Community College District 535 ratifies the payment of salaries for teaching on a part-time basis during the fall semester, 2019; the total payment amount is \$3,302,239.95."

2. "Be if further resolved that the Board of Trustees of Community College District 535 ratifies the payment of salaries for teaching on an overload basis during the fall semester, 2019; the total payment amount is \$427,476.40."

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

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

The motion carried; Student Trustee Ozegovic favored the resolution.

9/19-7 Affirmation of Mission, Vision and Values

Trustee Burns offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby affirms the Mission, Vision, and Values Statement.”

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

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

The motion carried; Student Trustee Ozegovic favored the resolution.

9/19-8

Ratification of Pride, Passion and Promise Board of Trustees' Scholarships for 2019-2020

Trustee Toussaint offered:

“Be it resolved that the Board of Trustees of Community College District 535 ratifies the Pride, Passion and Promise Board of Trustees' Scholarships for the academic year 2019-2020 to Scot Barnett, Kathryn Calalay, Von Vic Cayas, Diana Stanila, and Amar Suljic.”

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

9/19-9

Authorization to Open a Trust Account Agreement with the Capital Development Board

Trustee Bush offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the Administration to transfer up to \$500,000 to setup a trust account with the Capital Development Board to cover anticipated costs for Project #810-073-001.”

Trustee Kotowski seconded the motion and called the roll:

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

The motion carried; Student Trustee Ozegovic favored the resolution.

9/19-10

Resolution to Transfer Funds for the Purpose of Future Payment of Post-Retirement Health Care Benefits Costs and Claims

Trustee Yanow offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves the following transfers effective for Fiscal Year 2019: \$2.5 million from the Education Fund to the Retiree Health Insurance Fund and \$2.5 million from the Auxiliary Fund to the Retiree Health Insurance Fund. The total transfer to the Retiree Health insurance Fund is \$5.0 million for the future payment of OPEB costs and claims.”

Trustee Kotowski seconded the motion.

Trustee Stafford commented that this is a good move to help fund our future OPEB (Other Post-employment Benefits) costs and the rating agencies will favor this move.

Trustee Kotowski called the roll:

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

The motion carried; Student Trustee Ozegovic favored the resolution.

9/19-11 Authorization to Approve September Purchases

Trustee Kotowski offered:

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

<u>Agenda Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>		<u>Amount</u>
9/19-11a	1	Grant Funded Nursing Anne Simulator	Laerdal Medical Corporation	\$	29,262.80
9/19-11b	1 - 2	Compensation Study Consulting Services	Korn Ferry	\$	115,000.00
9/19-11c	1 - 2	McAfee Antivirus Software Gold Business Support Agreement	CTG Inc. of Illinois, dba Novanis	\$	36,520.30
9/19-11d	1	Steelcase Furniture and Installation for West End Phase 2 Renovation	Forward Space, LLC	\$	185,421.78
		Grand Total		\$	366,204.88.”

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

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

The motion carried; Student Trustee Ozegovic favored the resolution.

9/19-12 Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Flexible Registration Software; b) Consulting Services for Long-Range Strategic

Technology Plan; c) Cloud-Based Math Placement Exams and Online Instruction; d) Microscopes; and e) Space Rental Agreement for Commencement.

9/19-13 Approval of Administrator’s Resignation

Trustee Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the resignation of Mr. Bradley Wooten, Dean, Skokie Campus/Dean, Adult and Continuing Education Alliance for Lifelong Learning/Academic Affairs, effective December 31, 2019.”

Trustee Yanow seconded the motion.

Dr. Ileo Lott, Vice President of Academic Affairs, publicly thanked Mr. Wooten for his more than a decade of service to the institution and serving on the Council of Deans during that time. We wish Mr. Wooten the best.

Trustee Kotowski called the roll:

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

The motion carried; Student Trustee Ozegovic favored the resolution.

9/19-14 Acceptance of Grants

Student Ozegovic offered:

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

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

- a. Illinois Secretary of State/Illinois State Library Literacy Office Workplace Skills Enhancement grant in the amount of..... \$19,500.00
 - b. Illinois Secretary of State/Illinois State Library Literacy Office Workplace Skills Enhancement grant in the amount of..... \$8,710.00
- for a total of \$28,210.00.”

Trustee Toussaint 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, October 15, 2019, beginning at 7:30 p.m. at the Skokie Campus, 7701 N. Lincoln Avenue in room P104.

Trustee Kotowski made the motion to adjourn the meeting, which was seconded by Trustee Burns; a voice vote was called and the meeting was adjourned at 8:20 p.m.

Benjamin Salzberg, Chair

Paul Kotowski, Board Secretary

ec
9/2019

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

**Minutes of the Oakton Community College
Board of Trustees Committee of the Whole Meeting that Included a Closed Session
September 24, 2019**

A Committee of the Whole meeting, that included a closed session of the Board of Trustees of District 535, was held on Tuesday, September 24, 2019. The closed session portion of the meeting began at 2 p.m. in room 1502,

Closed Session – Call to Order and Roll Call

At 2:03 p.m. in room 1502, Chair Salzberg called the meeting to order. Board Secretary Paul Kotowski called the roll:

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

Chair Salzberg asked for a motion to go into closed session under the following exception to the Illinois Open Meetings Act: current litigation; Mr. Kotowski made the motion, seconded by Trustee Yanow.

Trustee Kotowski called the roll:

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

Also present: Dr. Joianne Smith, President; Mr. Edwin Chandrasekar, Vice President, Administrative Affairs; and Mr. Sam Cavnar, the attorney from Robbins Schwartz, who represents the College.

At 2:48 p.m., Chair Salzberg asked for a motion to adjourn the closed session meeting. Trustee Stafford made the motion, seconded by Trustee Bush; a voice vote was called and the meeting adjourned.

Open Session and Roll Call

Chair Salzberg called the Committee of the Whole meeting to order at 3 p.m. in room 1506; Secretary Kotowski called the roll:

Mr. Salzberg	Chair	Present
Ms. Burns	Vice Chair	Present

Mr. Kotowski	Secretary	Present
Dr. Bush		Present
Mr. Stafford		Present
Ms. Toussaint		Present
Dr. Yanow		Present
Ms. Ozegovic		Present

In addition to the Board participants, also present: Dr. Joianne Smith, Dr. Ileo Lott, Mr. Edwin Chandrasekar, and Mr. Sam Cavnar.

Chair Salzberg welcomed everyone to the meeting and stated that the purpose of the meeting was to discuss the following topics: 1) Athletic Infrastructure Opportunity; 2) Evanston Expansion; and 3) Name of Oakton Community College.

Athletic Infrastructure Opportunity

Chair Salzberg initiated the discussion regarding the athletic infrastructure opportunity, which revolved around the College’s need to improve the baseball field and whether there is demand for an indoor facility. The current concept would be to replace the grass field with synthetic turf, and construct an indoor structure. Trustee Stafford commented that this is a business opportunity for the College. The operator would provide the upfront capital and would want to use it, but the College would own the structure. He noted that we want to make this opportunity as transparent as possible and we need to determine if there is interest not only from the individual who initially brought this concept to the College, but from private or public entities who would be willing to develop a partnership with the College for such a project. Trustee Bush commented that she was excited by the opportunity and the College should seriously consider it. She also commented that regarding the RFP’s (Request for Proposals), possibly could there be two separate RFP’s; one regarding the redevelopment of the existing outdoor baseball field, including synthetic turf, lighting parking, dugout, etc.; and the second would pertain to the indoor portion of the project, the actual structure. Trustee Toussaint asked about the cost of such a project, and who would maintain the structure after it was completed. The cost of the project initially proposed would be about \$4 million, and the operator and the College, would be involved in maintenance and repair of the structure. Trustee Kotowski brought up the subject of whether the structure would have an inflatable roof or permanent roofing, which has not yet been determined. Mr. Chandrasekar spoke about how this current submission is one developer’s concept. There was discussion about RFP’s and RFQ’s; Trustee Yanow asked for clarification on the terms and how they relate to this project. Mr. Sam Cavnar did provide an explanation of the terms and how they relate to proposals. Mr. Chandrasekar suggested that the College invite RFQ (Request for Qualifications) submissions before issuing a RFP. The Board thought that the idea of issuing an RFQ would be a good idea. Trustee Burns stated that the hope is that after two years, this project needs to either become a reality, or otherwise be put to rest, as it has taken a good deal of the staff and Board’s time. It was decided, that with direction from the Board, the next step would be to issue an RFQ/RFP to determine interest from outside parties in developing a partnership. The College’s need is to improve the baseball field. A project like this would allow another entity to provide the capital for those improvements and create an opportunity for that investor to recoup their investment through shared use of the facility. The administration will share a revised RFQ/RFP with the Board.

Evanston Expansion

Dr. Ileo Lott and Mr. Edwin Chandrasekar gave a PowerPoint presentation to the Board on components of expanding our physical presence in the eastern part of the College's district, particularly in Evanston. The slides provided information on a framework for a feasibility assessment, which included a market scan and academic planning as well as qualitative research, a comparison of demographics that included high schools in Oakton's district (Evanston, Maine, Niles and New Trier). Information was presented that underlined the diverse racial and ethnic composition of the townships of Evanston, Maine, Niles and New Trier. Evanston has the highest foreign-born African population; a comparable foreign-born Asian population; and the highest foreign-born Hispanic population, all compared to other districts. There was data presented that highlighted the disparities in poverty in those townships. To boost the College's market penetration in the eastern portion of District 535, a diverse and comprehensive curricula can be offered at an Evanston location. Oakton's current engagement in Evanston include the Mayor's Employer Advisory Council; Evanston Public Library; Evanston chamber of Commerce; Evanston Township High School and Northwestern University.

The Trustees agreed as a body that a physical presence in Evanston is crucial in economic empowerment for its citizens. There was a discussion that included all of the Trustees and suggestions were made by Trustees Toussaint, Burns and Bush of possible locations for a physical space, specifically, Family Focus, Fleetwood and the Foster School. Dr. Smith commented that the College had looked into the particulars of renovating the Foster School, but at a cost to purchase the building at \$2.4 million and approximately \$17 million to renovate, it was not a feasible option. Trustees Bush and Stafford brought up the possibility of considering having multiple spaces in the community that Oakton could occupy. Service industry programs such as hospitality, personal care and automotive were discussed. Dr. Lott noted that Tesla has approached the College to consider a partnership on a training center. The automotive service industry is projected to grow over at a rate of six percent over the next decade and a curriculum would help give students a competitive edge. Trustee Burns said that General Motors has a certification program with Evanston High School that takes place during regular school hours. Possibly something could be worked out with Tesla that would allow an early evening program.

Dr. Lott noted that there are many things to be considered including curriculum and student services, financing, operational costs for a physical site and academic operations, and partnerships. Trustee Burns commented that there is a racial disparity in Evanston and we need to look beyond the 2nd, 5th and 8th wards. This population needs sustainable income and we need to do all we can to help citizens get to the next level. With direction from the Board, the next steps will be to conduct an enrollment forecast study and identify square footage needs and potential existing spaces in a variety of locations in Evanston.

The Name of Oakton Community College

Chair Salzberg began the discussion, which was originally brought up at the June 25, 2019 Board of Trustees meeting, by noting that change is hard and that by no means does changing of the name of the College, specifically removing the word 'community' from the name, change the mission of the institution. He noted that it is all about branding and marketing. Trustee Yanow asked if there is data that tells us either way, that the word 'community' is a benefit or detriment to the status of the College. The way to find that out would be to conduct a survey for internal and external stakeholders. Student Trustee Adisa Ozegovic commented that most of the students that she has spoken to about a name change were against it. They see more value in pushing against the perceived stigma of community colleges. She went on to say that Oakton Community College offers excellent areas of study, faculty, programs, and student life. Trustee Bush commented that

she feels that the changing the name of the College by removing the word ‘community’ is going to happen eventually, it is just a matter of time. Like Chair Salzberg, she feels it is a branding issue. Trustee Kotowski read a passage from the Illinois Public Community College Act that noted that the legal name of the institution is ‘Oakton Community College’ as that is what the state Board assigned to it. In conducting its operations, the College may refer to itself as ‘Oakton College’, but for legal purposes, for example, bond issuance, RFP’s, RFQ’s, ‘community’ cannot be removed. Trustee Stafford commented that this feels like a solution looking for a problem. He feels that the time, effort, and significant amount of money to change the name, could be spent on increasing and improving our marketing, which for a number of years has been a concern. Trustee Stafford would like to see some kind of data in the form of a survey or assessment that indicates that a change is warranted. Trustee Toussaint feels that this topic definitely needs more discussion and evidence to help determine whether a change in the name of the College would help to increase the enrollment. Trustee Stafford commented that Phil Bredesen, governor from the state of Tennessee, has a goal that by 2025, sixty percent of the population from that state will graduate from community colleges.

To assess a potential name change is not as simple as dropping ‘community’ from the name of the institution. The cost to have an assessment of the feasibility of a name change from an outside source would be approximately \$48,000. With direction from the Board, the next steps will be to do a survey of internal and external stakeholders. There was also a request to provide information on the costs associated with changing the name of the College.

Dr. Smith noted that all three topics that were discussed are big ideas for Oakton, and will require further discussion before any action is taken. She and Chair Salzberg thanked the Trustees for their time and participation in the discussions of these topics.

Adjournment

At 5 p.m., Chair Salzberg asked for a motion to adjourn the meeting, Trustee Stafford made the motion, seconded by Trustee Toussaint; a voice vote was called and the meeting adjourned.

No official action was taken during this meeting.

Benjamin Salzberg, Chair

Paul Kotowski, Secretary

ec
9/2019

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 10/19-2 through 10/19-7

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 10/19-2 through 10/19-7 as listed in the Consent Agenda.

- 10/19-2 Ratification of Payment of Bills for September 2019
- 10/19-3 Acceptance of Treasurer's Report for September 2019
- 10/19-4 Acceptance of Quarterly Report on Investments
- 10/19-5 Ratification of Actions of the Alliance for Lifelong Learning Executive Board
- 10/19-6 Supplemental Authorization to Pay Professional Personnel – Fall 2019
- 10/19-7 Approval of Clinical Practice Agreements.”

Ratification of Payment of Bills for September 2019

The check register detailing the regular monthly bills for September 2019 was sent out on October 11, 2019. The totals by fund are on page 2. This includes approval of travel reimbursements for September 2019.

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 \$7,484,963.57 for all check amounts as listed and for all purposes as appearing on a report dated September, 2019."

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 September 2019, represented by checks on pages 1-68 numbered 143719-143791, 143793-143818, 143820-143826, 143829-143864, 143866-143912, 143914-143924, 143926-143952, 143954-144097, 144099-144127, 144129-144132 and 144134-144277 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	\$ 3,465,850.69	\$ 745,936.91	\$ 4,211,787.60	-	\$ 4,211,787.60
Operations, Building and Maintenance Fund	\$ 342,586.97	\$ 146,831.15	\$ 489,418.12	-	\$ 489,418.12
Maintenance Fund (Restricted)	-	\$ 2,069,275.58	\$ 2,069,275.58	-	\$ 2,069,275.58
Bond & Interest	-	-	-	-	-
Auxiliary Enterprise	\$ 242,065.38	\$ 158,562.81	\$ 400,628.19	\$ (1,780.81)	\$ 398,847.38
Restricted purposes	\$ 152,273.29	\$ 146,055.72	\$ 298,329.01	-	\$ 298,329.01
Working Cash	-	-	-	-	-
Trust/Agency	\$ 486.15	\$ 3,019.88	\$ 3,506.03	-	\$ 3,506.03
Audit	-	\$ 2,125.00	\$ 2,125.00	-	\$ 2,125.00
Liability, Protection & Settlement	-	\$ 1,084.73	\$ 1,084.73	-	\$ 1,084.73
Social Security/Medicare	-	-	-	-	-
Loan	-	-	-	-	-
TOALS	\$ 4,203,262.48	\$ 3,272,891.78	\$ 7,476,154.26	\$ (1,780.81)	\$ 7,474,373.45
Student Government	-	\$ 8,809.31	\$ 8,809.31	-	\$ 8,809.31
TOTAL PER REPORT	\$ 4,203,262.48	\$ 3,281,701.09	\$ 7,484,963.57	\$ (1,780.81)	\$ 7,483,182.76

STUDENT GOVERNMENT AFFIDAVIT
OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535

Certification of Treasurer

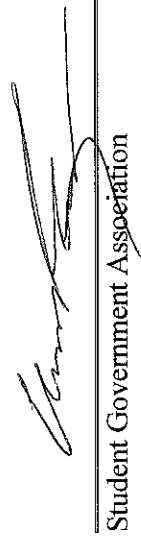
I hereby certify that materials and/or services represented by checks on pages 1-68 numbered 143718, 143792, 143819, 143827, 143828, 143865, 143913, 143925, 143953, 144098, 144128 and 144133 have been received, supporting invoices audited and that these checks were in order for issuance and are hereby 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 \$8,809.31 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 September, 2019.



Student Government Association

Acceptance of Treasurer's Report for September 2019

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 September 2019."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

September 2019

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

Treasurer's Comments on September 2019 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$1.3 million in tuition and fees, \$272,000 in FY2020 base operating grant payments \$105,000 in ICCB State Performance restricted grant payments, and \$197,000 in interest earnings.

Net cash and investments decreased by \$6.7 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 September, revenues were \$29.9 million or 99% of the prorated budget, compared to \$29.3 million, or 96% for the previous year. Tuition and fees totaled \$14.9 million year to date, or 95% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures of \$16.4 million are attributed to expected operating costs. The operating expenditures are \$0.8 million (5.1%) above prior year's actual expenditures of \$15.6 million for the same period. Net transfers total \$1.9 million as budgeted.

OAKTON COMMUNITY COLLEGE
 FINANCIAL POSITION OF FUNDS AS OF
 SEPTEMBER 30, 2019
 (IN THOUSANDS)

	Education	Operations & Maintenance	Operations & Maintenance (Restricted)	Bond And Interest	General Long term Debt	Working Cash Auxiliary Agency Restricted	Investment In Plant	Social Security Medicare Audit Tort	Retiree Health Ins.	Total All Funds
ASSETS										
Cash	\$ 1,496	\$ 53	\$ 119	\$ 3,271	\$ -	\$ 1,054	\$ -	\$ 640	\$ 410	\$ 7,043
Taxes Receivable	1,133	229	-	98	-	-	-	3	-	1,463
Student Tuition Receivable	4,727	-	-	-	-	262	-	-	-	4,989
Government Funds Receivable	-	-	266	-	-	1,121	-	-	-	1,387
Accrued Interest	481	67	70	-	-	23	-	2	59	702
Other Receivables	597	-	-	-	-	112	-	-	-	709
Investments										
Short-term	70,888	10,384	7,959	-	-	2,407	-	377	10,704	102,719
Long-term	21,162	3,100	2,227	-	-	719	-	113	3,196	30,517
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepaids	416	-	23	-	28	836	-	-	-	1,303
Total Current Assets	86,400	13,833	10,664	3,369	28	21,034	-	1,135	14,369	150,832
Net Investment in Plant	-	-	-	-	-	-	116,408	-	-	116,408
Total Assets	\$ 86,400	\$ 13,833	\$ 10,664	\$ 3,369	\$ 28	\$ 21,034	\$ 116,408	\$ 1,135	\$ 14,369	\$ 267,240
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	2,122	2,122
Total Assets and Deferred Outflows of Resources	\$ 86,400	\$ 13,833	\$ 10,664	\$ 3,369	\$ 28	\$ 21,034	\$ 116,408	\$ 1,135	\$ 16,491	\$ 269,362
LIABILITIES AND NET POSITION										
Payables	\$ 352	\$ -	\$ 10	\$ -	\$ -	\$ 32	\$ -	\$ -	\$ -	\$ 394
Accrued Interest Payable	-	-	-	-	111	-	-	-	-	111
Deferred Tuition Revenue	1	-	-	-	-	44	-	-	-	45
Accruals	1,931	258	32	-	-	249	-	-	-	2,470
Bonds Payable	-	-	-	-	34,555	-	-	-	-	34,555
OPEB Liability	-	-	-	-	-	-	-	-	43,729	43,729
Total Liabilities	2,284	258	42	-	34,666	325	-	-	43,729	81,504
Deferred Inflows of Resources - Property Taxes	10,483	2,019	-	890	-	-	-	25	-	13,417
Deferred Inflows of Resources - CIP	-	-	-	-	-	-	-	-	5,360	5,360
Total Liabilities and Deferred Inflows of Resources	12,767	2,277	42	890	34,666	325	-	25	49,089	100,081
Net Position										
Unrestricted	73,633	11,556	10,622	-	-	4,056	-	-	(32,598)	67,269
Restricted	-	-	-	-	-	16,653	-	1,110	-	17,763
Debt Service	-	-	-	2,479	(34,638)	-	-	-	-	(32,159)
Plant	-	-	-	-	-	-	116,408	-	-	116,408
Total Net Position	73,633	11,556	10,622	2,479	(34,638)	20,709	116,408	1,110	(32,598)	169,281
TOTAL LIABILITIES & NET POSITION	\$ 86,400	\$ 13,833	\$ 10,664	\$ 3,369	\$ 28	\$ 21,034	\$ 116,408	\$ 1,135	\$ 16,491	\$ 269,362

OAKTON COMMUNITY COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
TWO MONTHS ENDED SEPTEMBER 30, 2019

	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)	\$ 50,183	\$ 12,546	\$ 12,781	102%	101%
Replacement Tax	950	238	185	78%	68%
State Revenue	4,708	1,177	1,136	97%	128%
Tuition and Fees	24,316	15,747	14,935	95%	91%
Other	2,140	535	883	165%	149%
TOTAL REVENUES	\$ 82,297	\$ 30,243	\$ 29,920	99%	96%
EXPENDITURES (accrual basis)					
Instructional	\$ 32,060	\$ 8,015	\$ 7,278	91%	90%
Academic Support	17,486	4,372	4,028	92%	84%
Student Services	7,134	1,784	1,408	79%	78%
Public Services	1,286	322	241	75%	85%
Operations and Maintenance	8,018	2,005	1,457	73%	69%
General Administration	5,308	1,327	1,225	92%	73%
General Institutional	2,303	576	736	128%	199%
Contingency	956	239	-	0%	0%
TOTAL EXPENDITURES	\$ 74,551	\$ 18,638	\$ 16,373	88%	84%
Revenues over (under) expenditures	7,746	11,605	13,547		
Net Fund transfers					
To Retiree Health Insurance Fund	(4,500)	(1,125)	(1,125)		
To Auxiliary Fund and Alliance	(2,059)	(515)	(515)		
To Restricted Purpose Fund	(100)	(25)	(25)		
To Liability, Protection & Settlement Fund	(581)	(145)	(145)		
To Social Security/Medicare Fund	(796)	(199)	(199)		
From Working Cash Fund: Interest	290	73	73		
Total Transfers	\$ (7,746)	\$ (1,937)	\$ (1,937)		
Net Revenue over (under) expenditures	\$ -	\$ 9,668	\$ 11,611		

**OAKTON COMMUNITY COLLEGE
REVENUES AND EXPENDITURES
TWO MONTHS ENDED SEPTEMBER 30, 2019**

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget
REVENUES			
Debt Certificates 2020	\$ 20,000	\$ -	0%
Construction Fee	335	\$ 180	54%
Interest and Investments Gain/Loss	41	92	224%
Total revenues	<u>20,376</u>	<u>272</u>	<u>1%</u>
EXPENDITURES			
Student Street Renovation	1,000	-	0%
Sanitary Lift Station	10	23	230%
RHC HVAC System	50	-	0%
West End Remodeling - A/E Fees	1,000	318	32%
West End Remodeling - Phase 2	3,500	82	2%
Natural Area Restoration	224	45	20%
Supplementary Water Connection	50	-	0%
Landscape Improvements	250	53	21%
Capital Equipment	800	51	6%
Switchgear Upgrades - DP	150	35	23%
Interior Remodeling	21	15	71%
Fire Alarm Panel Replacement	80	-	0%
Flooring - Carpet Replacement	750	147	
Skokie Classroom Furniture	25	-	0%
Lee Center Vestibule Curtain	70	-	0%
Hardware Replacement/Master Keying	450	-	0%
Baseball Field Fence Replacement	61	-	0%
Exterior Envelope/Window Replacement	680	-	0%
Skokie Remodeling Projects	5,345	44	1%
Field Irrigation	100	-	0%
Cafeteria Remodeling - DP	1,981	-	0%
Camera Replacement	500	-	0%
Main Entrances & Monument Signs	1,535	7	0%
Project Management Services	225	102	45%
Total expenditures	<u>18,857</u>	<u>922</u>	<u>5%</u>
Transfer in	-	-	0%
Net	<u>\$ 1,519</u>	<u>\$ (650)</u>	<u>(43%)</u>

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,417	\$ 699	49%	28%
Workforce Development	140	11	8%	7%
Copy Center	230	27	12%	13%
Travel	10	11	110%	110%
Athletics	20	8	40%	370%
Child Care	334	140	42%	31%
PAC Operations	16	-	0%	6%
Other	142	56	39%	66%
Interest and Investments Gain/Loss	75	31	41%	32%
Total revenues	<u>2,383</u>	<u>983</u>	<u>41%</u>	<u>31%</u>
EXPENDITURES				
Bookstore Operating Expenses	1,365	406	13%	15%
Workforce Development	300	35	12%	17%
Copy Center	335	71	21%	21%
Athletics	1,283	269	21%	25%
Child Care	465	99	21%	18%
PAC Operations	99	18	18%	26%
Other	340	37	11%	12%
Total expenditures	<u>4,187</u>	<u>935</u>	<u>22%</u>	<u>22%</u>
Transfers in (out)	1,645	411		
Net	<u>\$ (159)</u>	<u>\$ 459</u>		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
TWO MONTHS ENDED SEPTEMBER 30, 2019**

	Operating Budget (000)	Prorata Budget (000)	Actual (000)	Actual As a% Budget	Last Year
<u>REVENUES</u>					
State Revenue	\$ 680	\$ 170	\$ 180	26%	37%
Tuition and Fees	1,082	271	433	40%	46%
Sale of Materials	49	12	4	8%	11%
Institutional Support					
Evening High School	100	25	38	38%	0%
Other Revenues	101	25	15	15%	25%
Total revenues	<u>2,012</u>	<u>503</u>	<u>670</u>	<u>33%</u>	<u>38%</u>
<u>EXPENDITURES</u>					
Administrative Support	1,443	361	264	18%	14%
Instructional Programs					
Allied Health	204	51	34	17%	16%
Job-related	238	60	8	3%	5%
Home Related	7	2	-	0%	0%
Personal	36	9	4	11%	17%
Community Service	43	11	2	5%	5%
High School Programs	118	30	9	8%	9%
GED Programs	3	1	-	0%	0%
Kids/Youth Program	27	7	17	63%	47%
ESL Programs	147	37	41	28%	21%
Total Programs	<u>823</u>	<u>206</u>	<u>115</u>	<u>14%</u>	<u>14%</u>
Total expenditures	<u>2,266</u>	<u>567</u>	<u>379</u>	<u>17%</u>	<u>14%</u>
Revenue over (under) expenditures	<u>\$ (254)</u>	<u>\$ (64)</u>	<u>\$ 291</u>		
Transfer in	414	104	258		
Net	160	40	549		

OAKTON COMMUNITY COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
TWO MONTHS ENDED SEPTEMBER 30, 2019

	Program Generated Revenue	Revenue Allocated to Programs	Total Revenue and Allocation	Expenditures	Program Net Fav (Unfav)
Activity fees	\$ 265,278				
Interest income	1,838				
Sub total revenues	<u>267,116</u>				
369901 Student Government Association	-	-	-	(10,604)	(10,604)
369910 Occurrence	-	-	-	(2,224)	(2,224)
369919 Skokie Events Team	-	-	-	(5,143)	(5,143)
369920 SGA College Program Board	-	-	-	(1,008)	(1,008)
369923 Global Health and Sustainability	714	-	714	(16)	698
369924 Hawaiian Music Club	-	-	-	(366)	(366)
369933 UNICEF	171	-	171	-	171
369945 Physical Therapy	947	-	947	-	947
369946 Phi Theta Kappa (PTK)	933	-	933	(260)	673
Sub Totals	<u>2,764</u>	<u>-</u>	<u>2,764</u>	<u>(19,620)</u>	<u>(16,856)</u>
<u>Fund Summary</u>					
Total Revenues	\$ 269,880				
Total Expenditures				(19,620)	
Total Transfers to other funds				-	
Excess revenues over expenditures				250,260	
Net Position 6/30/19				671,235	
Net Position, end of period				<u>\$ 921,495</u>	

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
SEPTEMBER, 2019**

GENERAL FUND TRANSFERS/PAYMENTS									
DATE	AMOUNT	SELF-INSURANCE	REFUNDS/STUDENT-DISBURSEMENTS	ILLINOIS SALES TAX	EMPLOYEE HEALTH INSURANCE CCHC	CHASE CREDIT CARD	BOND HOLDER & MISC		
9/20/2019	683,577.29				\$ 683,577.29				
9/23/2019	29,535.00			\$ 29,535.00					
9/25/2018	27,989.80					\$ 27,989.80			
TOTAL	\$ 741,102.09	\$ -	\$ -	\$ 29,535.00	\$ 683,577.29	\$ 27,989.80	\$ -		

PAYROLL TAXES - TRANSFERS/PAYMENTS

DATE	AMOUNT	FEDERAL PAYROLL TAXES	STATE PAYROLL TAXES	SURS	CREDIT UNION AND TAX SHELTERS
9/6/2019	\$ 246,054.24	\$ 246,054.24			
9/6/2019	83,910.97		\$ 83,910.97		
9/6/2019	175,688.61			\$ 175,688.61	
9/6/2019	81,547.95				\$ 81,547.95
9/20/2019	256,431.78	256,431.78			
9/20/2019	88,115.58		88,115.58		
9/20/2019	182,734.97			182,734.97	
9/20/2019	77,150.50				77,150.50
TOTAL	\$ 1,191,634.60	\$ 502,486.02	\$ 172,026.55	\$ 358,423.58	\$ 158,698.45

Acceptance of Quarterly Report on Investments

Quarter ended September 30, 2019

At the end of September 2019, the fair market value of investments totaled \$132.7 million compared to \$122.5 million at the end of June and \$131.8 million for the same month of the previous year. The average yield for this quarter (before fair value adjustment) of this year and last year are 2.31% and 2.02% respectively.

Interest income for the three months ending September 2019 and 2018, before fair market value adjustment, was \$737,567 and \$624,295, respectively.

The year to date fair market value adjustment is a favorable \$97,412 compared to an unfavorable \$72,011 for the same period last year. Fair market adjustment is a reflection of current economic conditions and fluctuating interest rates.

<u>Investments</u>	<u>September 30th, 2019</u> (000)	<u>June 30th, 2019</u> (000)
Certificates of Deposit	\$ 55,457	\$ 40,780
Illinois Funds	7,515	5,438
ISDLAF- Liquid and Max General Fund	5	1
Chase Savings	519	425
PMA LGIP SDA	24,201	52,068
PMA Bank of China	19,210	
Treasury Notes	14,409	10,781
U.S. Treasury Obligations (GNMA's)	1,499	1,826
U.S. Treasury Obligations (FNMA's)	5,481	5,196
Federal Agency Bonds	3,469	1,977
Local Government Bonds	831	822
PMA First American MM	133	81
ISDLAF Term Series	-	3,100
Total	132,728	122,495
<u>Fair Market Value Adjustment</u>	<u>FY2019</u>	<u>FY2018</u>
1 st Quarter	\$ 97,412	\$ (72,011)
2 nd Quarter		
3 rd Quarter		
4 th Quarter		
Year to Date	<u>\$ 97,412</u>	<u>\$ (72,011)</u>

President' Recommendation:

That the Board adopts the following resolution:

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

REPORT ON INVESTMENTS
1st Quarter 2019-2020

Type of Security	Coupon	Fair Market	Par	Purchase	Maturity	Rate of	Interest	Interest	Interest
OCC FUNDS	Rate	Value *7	Value	Date	Date	Interest	Y-T-D	Payments Received	Accrued (A)
GENERAL FUNDS									
C-D	1.4543%	2,978,900	2,978,900	12-22-16	12-23-19	1.45%	10,686	-	118,494
C-D	1.7250%	494,000	494,000	12-29-16	12-29-19	1.73%	2,148	4,249	2,101
C-D	1.8710%	240,600	240,600	01-11-18	01-13-20	1.87%	1,110	-	7,634
C-D	2.4123%	1,206,300	1,206,300	06-25-18	12-23-19	2.41%	7,175	-	35,875
C-D	2.5150%	951,800	951,800	06-25-18	06-24-20	2.52%	5,903	-	29,513
C-D	2.7500%	249,242	249,242	06-29-18	06-29-20	2.75%	1,786	2,349	-
C-D	2.4115%	-	-	07-12-18	07-12-19	2.41%	548	11,766	-
C-D	2.4231%	481,800	481,800	07-12-18	01-13-20	2.42%	2,879	-	14,009
C-D	2.6960%	500,000	500,000	07-12-18	07-13-20	2.70%	3,324	-	16,176
C-D	2.7500%	246,000	246,000	07-19-18	07-20-20	2.75%	1,668	3,355	1,223
C-D	2.3500%	-	-	07-31-18	08-01-19	2.35%	566	5,754	-
C-D	2.3720%	-	-	08-06-18	08-06-19	2.37%	650	5,790	-
C-D	2.3513%	-	-	08-03-18	08-05-19	2.35%	1,258	11,542	-
C-D	2.3500%	-	-	08-13-18	08-02-19	2.35%	582	5,721	-
C-D	2.4710%	3,250,000	3,250,000	02-01-19	01-02-20	2.47%	19,802	-	52,585
C-D	2.5770%	240,700	240,700	02-13-19	08-12-20	2.58%	1,529	-	3,841
C-D	2.5370%	1,500,000	1,500,000	02-14-19	02-13-20	2.54%	9,383	-	23,459
C-D	2.5430%	243,800	243,800	02-20-19	02-20-20	2.54%	1,529	-	3,737
C-D	2.7880%	1,750,000	1,750,000	02-21-19	02-18-21	2.79%	12,030	-	29,274
C-D	2.4790%	245,400	245,400	02-28-19	11-25-19	2.48%	1,500	-	3,500
C-D	2.5370%	1,000,000	1,000,000	03-01-19	02-27-20	2.54%	6,256	-	14,596
C-D	2.4710%	-	-	03-05-19	09-18-19	2.47%	22,205	53,347	-
C-D	2.4710%	4,750,000	4,750,000	03-05-19	11-25-19	2.47%	28,941	-	64,957
C-D	2.4806%	2,500,000	2,500,000	03-08-19	03-04-20	2.48%	15,288	-	34,312
C-D	2.4700%	-	-	03-08-19	08-07-19	2.47%	2,030	7,715	-
C-D	2.4700%	1,750,000	1,750,000	03-08-19	10-02-19	2.47%	10,658	-	23,922
C-D	2.4900%	-	-	03-11-19	07-24-19	2.49%	3,104	16,117	-
C-D	2.4900%	-	-	03-11-19	08-07-19	2.49%	2,728	10,164	-
C-D	2.5000%	750,000	750,000	03-11-19	10-02-19	2.50%	4,623	-	10,223
C-D	2.5000%	1,250,000	1,250,000	03-11-19	12-11-19	2.50%	7,705	-	17,038
C-D	2.4902%	3,000,000	3,000,000	03-12-19	12-11-19	2.49%	18,419	-	40,522
C-D	2.4902%	1,750,000	1,750,000	03-12-19	12-11-19	2.49%	10,701	-	23,186
C-D	2.5980%	243,500	243,500	03-20-19	03-18-20	2.60%	1,560	-	3,293
C-D	2.0563%	1,231,600	1,231,600	07-30-19	03-04-20	2.06%	4,162	-	4,162
C-D	2.0500%	247,300	247,300	07-30-19	02-05-20	2.05%	833	-	833
C-D	1.9508%	1,482,500	1,482,500	07-31-19	03-04-20	1.95%	4,754	-	4,754
C-D	1.8610%	245,300	245,300	08-08-19	08-10-20	1.86%	650	-	650
C-D	2.0875%	988,242	988,242	08-01-19	08-07-21	2.09%	3,335	-	3,335
C-D	1.7897%	7,485,900	7,485,900	08-05-19	08-04-20	1.79%	20,188	-	20,188
C-D	2.0390%	239,800	239,800	08-05-19	08-04-21	2.04%	737	-	737
C-D	1.9440%	240,600	240,600	08-06-19	08-06-21	1.94%	692	-	692
C-D	1.8500%	240,700	240,700	08-08-19	08-09-21	1.85%	634	-	634
C-D	1.8600%	247,146	247,146	08-16-19	02-16-21	1.86%	554	-	554
C-D	1.9100%	7,000,000	7,000,000	08-15-19	08-13-20	1.91%	16,484	-	16,484
C-D	1.8500%	247,242	247,242	08-23-19	08-23-21	1.85%	376	-	376
C-D	1.9100%	3,250,000	3,250,000	08-22-19	08-20-20	1.91%	5,102	-	5,102
C-D	1.6970%	247,200	247,200	09-03-19	04-29-20	1.70%	338	-	338
C-D	1.7000%	245,700	245,700	09-03-19	09-03-20	1.70%	347	-	347
C-D	1.6500%	245,241	245,241	09-11-19	09-10-20	1.65%	211	-	211
SUBTOTAL		55,456,513	55,456,513				279,673	137,868	632,867
MONEY MARKET									
ILLINOIS FUNDS									
CHASE		7,515,335	7,515,335	DAILY	DAILY	*1	37,375	37,375	
ISDLAF-LIQ+MAX FUNI		518,698	518,698	DAILY	DAILY	*2	916	916	
PMA BANK OF OZARKS		4,604	4,604	DAILY	DAILY	*3	10,380	10,380	
PMA BANK OF CHINA		24,200,903	24,200,903	DAILY	DAILY	*4	250,529	250,529	
PMA FIRST AMERICAN		19,209,908	19,209,908	DAILY	DAILY	*5	22,033	22,033	
ISDLAF TERM SERIES		133,106	133,106	DAILY	DAILY	*6	827	827	
ISDLAF TERM SERIES				Varies	Varies	Varies	7,091	46,871	
ISDLAF TERM SERIES				Varies	Varies	Varies	4,364	13,164	
SUBTOTAL		51,582,555	51,582,555				333,515	382,095	-

REPORT ON INVESTMENTS
1st Quarter 2019-2020

Type of Security	Coupon	Fair Market	Par	Purchase	Maturity	Rate of	Interest	Interest	Interest
OCC FUNDS	Rate	Value *7	Value	Date	Date	Interest	Y-T-D	Payments Received	Accrued (A)
T-NOTE	3.3750%	1,031,632	1,030,000	12-28-09	11-15-19	3.79%	8,691	-	11,587
T-NOTE	1.3750%	4,990,625	5,000,000	12-23-16	01-31-20	1.41%	17,188	34,375	11,458
T-NOTE	1.7500%	502,635	500,000	10-18-17	01-31-23	1.77%	2,188	4,375	1,458
T-NOTE	2.2500%	235,222	225,000	10-17-17	08-15-27	2.28%	1,266	2,531	422
T-NOTE	1.1250%	494,940	500,000	10-24-17	08-31-21	1.16%	1,406	2,813	469
T-NOTE	1.1250%	297,363	300,000	12-14-17	02-28-21	1.16%	844	1,688	281
TNOTE	1.6250%	-	-	10-23-18	08-31-19	2.55%	13,203	26,406	4,401
TNOTE	1.7300%	4,217,173	4,250,000	09-05-19	03-05-20	1.73%	5,106	-	5,106
TNOTE	1.5000%	1,047,908	1,050,000	09-18-19	04-15-20	1.74%	525	-	525
TNOTE	1.7700%	1,591,491	1,600,000	09-18-19	01-16-20	1.77%	944	-	944
SUBTOTAL		14,408,989	14,455,000				51,359	72,188	36,652
GNMA GROUP	8.0000%	34,133	29,638	1995-1997	2025-2027	7.75%	630	641	205
GNMA	7.5000%	7,815	6,979	04-20-98	04-20-28	6.99%	132	134	45
GNMA	7.5000%	10,073	8,757	05-20-98	05-20-28	7.05%	166	167	55
GNMA	7.0000%	8,004	7,001	08-20-98	05-20-28	6.77%	124	125	41
GNMA	6.5000%	8,747	7,948	10-21-98	04-20-28	6.37%	137	134	43
GNMA	6.5000%	11,658	10,277	11-18-98	11-20-28	6.89%	175	175	56
GNMA	6.5000%	11,259	9,957	11-18-98	10-20-28	6.34%	176	170	54
GNMA	6.5000%	15,497	13,594	01-21-99	01-20-29	6.31%	227	232	74
GNMA	6.5000%	11,851	10,440	03-23-99	03-20-29	6.90%	171	174	57
GNMA	7.0000%	12,826	11,107	06-23-99	05-20-29	7.28%	196	198	65
GNMA	7.5000%	8,441	7,162	08-24-99	08-20-29	7.49%	135	136	45
GNMA	8.0000%	5,968	4,984	05-22-00	04-20-30	8.22%	101	101	33
GNMA	7.0000%	7,471	6,397	02-20-01	02-20-31	6.86%	113	114	37
GNMA	7.0000%	12,643	10,746	05-21-01	04-20-31	7.00%	192	193	63
GNMA	6.5000%	15,077	13,061	09-24-01	08-15-31	6.17%	216	218	71
GNMA	6.5000%	14,306	12,252	06-18-02	04-20-32	6.50%	202	204	66
GNMA	6.5000%	6,256	5,653	06-20-02	06-15-32	6.38%	92	93	31
GNMA	6.0000%	18,367	16,433	09-23-02	07-20-31	5.87%	249	252	82
GNMA	5.5000%	47,929	42,362	12-19-02	12-20-32	5.44%	592	599	194
GNMA	5.5000%	51,763	45,761	01-22-03	01-20-33	5.40%	638	648	210
GNMA	5.0000%	76,430	69,389	06-19-03	05-20-33	4.87%	879	892	289
GNMA	5.5000%	94,802	83,812	08-20-03	08-20-33	5.50%	1,171	1,188	384
GNMA	6.0000%	90,460	60,528	09-23-03	08-20-33	5.92%	917	930	304
GNMA	5.5000%	70,071	79,997	11-19-03	10-20-33	5.46%	1,119	1,136	367
GNMA	5.0000%	140,855	127,174	03-23-04	02-20-34	4.93%	1,608	1,636	530
GNMA	5.0000%	83,540	75,427	04-20-04	03-20-34	4.97%	959	976	314
GNMA	6.0000%	33,562	30,363	06-22-04	04-15-29	5.90%	458	461	152
GNMA	5.0000%	690	690	12-16-04	11-20-19	4.89%	17	25	3
GNMA	1.7320%	141,230	143,135	10-19-17	05-16-42	1.74%	624	629	207
GNMA	2.1050%	196,808	197,625	10-24-17	03-16-37	2.10%	1,358	1,814	347
GNMA	2.6000%	250,393	250,308	11-20-17	12-16-45	2.59%	1,725	1,814	542
SUBTOTAL		1,498,925	1,398,958				15,501	16,209	4,963

REPORT ON INVESTMENTS
1st Quarter 2019-2020

Type of Security	Coupon	Fair Market	Par	Purchase	Maturity	Rate of	Interest	Interest	Interest
OCC FUNDS	Rate	Value *7	Value	Date	Date	Interest	Earnings	Payments	Interest
							Y-T-D	Received	Accrued (A)
FNMA	2.3770%	307,932	305,364	10-17-17	05-25-22	2.36%	1,876	1,890	605
FNMA	2.6900%			10-18-17	07-01-22	2.63%	6,524	7,552	-
FNMA	2.3890%	311,641	309,355	10-18-17	01-25-23	2.37%	1,945	1,971	616
FNMA	2.5000%	288,203	285,834	10-20-17	04-25-28	2.48%	1,838	1,888	595
FNMA	1.8750%	506,205	500,000	10-19-17	09-24-26	1.97%	2,344	4,688	156
FNMA	2.5320%	509,625	500,000	10-25-17	09-24-24	2.54%	3,165	3,165	1,055
FNMA	2.5610%	513,040	500,000	10-26-17	07-25-24	2.55%	3,272	3,272	1,067
FNMA	2.7800%	455,889	439,335	11-14-17	05-01-25	2.74%	3,126	3,132	1,018
FNMA	2.7230%	154,311	150,000	01-11-18	10-25-24	2.73%	1,021	1,021	340
FNMA	2.9610%	524,765	500,000	03-28-18	02-25-27	3.04%	3,701	3,701	1,234
FNMA	2.9900%	89,155	85,000	06-29-18	01-25-28	3.12%	630	630	206
FNMA	2.9610%	41,981	40,000	07-27-18	02-25-27	3.07%	296	296	99
FNMA	2.7110%	180,716	175,000	11-06-18	06-25-25	2.93%	1,213	1,213	395
FNMA	2.5900%	112,449	110,000	01-25-19	12-25-24	2.66%	712	712	237
FNMA	3.1200%	107,709	100,000	03-27-19	07-01-29	3.09%	797	797	260
FNMA	3.0500%	374,651	363,078	04-30-19	12-01-25	3.06%	2,780	2,774	923
FNMA	2.5400%	249,426	248,694	05-06-19	07-01-24	2.60%	1,595	1,597	526
FNMA	3.1350%	80,694	75,000	07-05-19	10-01-32	3.03%	536	340	196
FNMA	2.8000%	367,714	350,000	07-26-19	07-01-29	2.74%	1,824	1,007	817
FNMA	2.5000%	201,726	200,000	09-17-19	09-01-34	2.49%	-	-	-
FNMA	2.6700%	103,509	100,000	09-26-19	09-01-26	2.57%	-	-	-
SUBTOTAL		5,481,339	5,336,659				39,195	41,646	10,345
FED AGENCY	1.5000%	274,948	275,000	10-13-17	10-21-19	1.50%	1,031	-	2,275
FED AGENCY	1.6800%	499,485	500,000	10-18-17	10-13-20	1.68%	2,100	-	4,200
FED AGENCY	1.8690%	157,101	158,447	10-26-17	11-25-19	1.87%	1,051	1,273	298
FED AGENCY	2.5000%	251,428	252,877	10-27-17	05-15-29	2.48%	1,624	1,667	527
FED AGENCY	2.3560%	67,362	66,766	12-05-17	08-25-22	2.36%	394	394	132
FED AGENCY	3.4980%	129,309	125,000	03-27-18	08-25-22	3.43%	1,093	1,093	364
FED AGENCY	2.7500%	124,852	120,000	06-11-18	06-19-23	2.77%	825	-	926
FED AGENCY	4.0000%	183,251	160,000	12-10-18	10-25-28	3.96%	1,624	1,624	541
FED AGENCY	3.0020%	129,700	125,000	05-30-19	01-25-24	2.94%	938	907	344
FED AGENCY	2.5100%	253,773	250,000	07-30-19	11-25-22	2.48%	1,046	505	540
FED AGENCY	1.7280%	1,397,953	1,410,000	09-18-19	03-18-20	1.73%	812	-	812
SUBTOTAL		3,469,161	3,443,090				12,539	7,464	10,959
LOCAL GOV	2.2500%	252,915	250,000	10-24-17	11-01-22	2.26%	1,406	-	2,422
LOCAL GOV	2.7200%	205,056	200,000	12-05-17	05-01-23	2.72%	1,360	-	2,267
LOCAL GOV	3.6960%	216,874	200,000	08-30-18	08-01-28	3.70%	1,848	3,696	1,232
LOCAL GOV	3.2000%	52,346	50,000	03-07-19	01-01-25	3.20%	400	507	427
LOCAL GOV	2.9200%	103,796	100,000	03-07-19	01-01-25	2.92%	771	284	487
SUBTOTAL		830,987	800,000				5,785	4,487	6,834
Total Investments		132,728,468	132,472,775				737,567	661,956	702,620

(A) GNMA , FNMA, and other Government bonds pay interest based on previous months bal: continuously decrease as principal is repaid. Therefore interest received during any given time period will be higher than interest recorded, due to the return of principal.

- *1 Average yield as of 09/30/19 was 2.007%
- *2 Average yield as of 09/30/19 was 0.720%
- *3 Average yield as of 09/30/19 was 1.880%
- *4 Average yield as of 09/30/19 was 2.000%
- *5 Average yield as of 09/30/19 was 2.000%
- *6 Average yield as of 09/30/19 was 1.670%
- *7 Source: Bank Investment Report

Earnings Report
Three Months Ended September 30th, 2019 and 2018

Security	Quarter				Year -to-Date				
	2019		2018		2019		2018		
	Earnings	Ave. Yield	Earnings	Ave. Yield	Earnings	Ave. Yield	Earnings	Ave. Yield	
GENERAL FUNDS									
Certificate of Deposit	\$ 279,672	2.24%	\$ 344,400	1.95%	\$ 279,672	2.24%	\$ 344,400	1.95%	
Money Market									
Illinois Funds	37,375	2.16%	9,036	1.97%	37,375	2.16%	9,036	1.97%	
Chase Savings	916	0.75%	135	0.57%	916	0.75%	135	0.57%	
ISDLAF - Liq+Max Fund	10,380	2.02%	4,491	1.94%	10,380	2.02%	4,491	1.94%	
IMET									
PMA LGIP -SDA	250,529	2.20%	94,203	2.02%	250,529	2.20%	94,203	2.02%	
PMA Bank of China SDA	22,033	2.33%			22,033	2.33%			
PMA First American	827	1.89%	290	1.69%	827	1.89%	290	1.69%	
PMA Term Series	11,455	2.38%	64,368	2.07%	11,455	2.38%	64,368	2.07%	
Treasury Notes	51,359	1.75%	41,368	1.75%	51,359	1.75%	41,368	1.75%	
GNMA	15,501	4.23%	20,281	3.94%	15,501	4.23%	20,281	3.94%	
FNMA	39,195	2.62%	31,653	2.64%	39,195	2.62%	31,653	2.64%	
Other Fed Agency Bonds	12,539	2.26%	10,688	2.03%	12,539	2.26%	10,688	2.03%	
Municiple and other Bonds	5,785	2.89%	3,382	2.84%	5,785	2.89%	3,382	2.84%	
Total	\$ 737,567	2.31%	\$ 624,295	2.02%	\$ 737,567	2.31%	\$ 624,295	2.02%	
Fair Mkt Value Adj.	\$ 97,412	0.42%	\$ (72,011)	(0.36%)	\$ 97,412	0.42%	\$ (72,011)	(0.36%)	

Codes:

CERTIFICATE OF DEPOSIT	PMA Financial Network- short term certificates of deposit
MONEY MARKET	Illinois School District Liquid Asset Fund
ISDLAF - CITIBANK	Illinois School District Liquid Asset Fund
ISDLAF - LIQ + MAX FUND	Illinois School District Liquid Asset Fund
Illinois Funds	Illinois Public Treasurer's Investment Pool
IMET	Illinois Metropolitan Investment Fund - No Current investment balance-received distribution of liquidating trust proceeds
CHASE	JP Morgan Chase High Yield Account
T-NOTES	U.S. Treasury Notes; 2-10 year maturity.
GNMA and FNMA and Fed Agency	A share of pooled mortgages guaranteed by the Federal Government

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 \$192,839.53 for part-time teaching services for the Alliance for Lifelong Learning fall 2019.
- b. Salary rescinds in the amount of \$5,693.44 for part-time teaching services for the Alliance for Lifelong Learning fall 2019.

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 \$192,839.53 for all funds listed in item a.”

Supplemental Authorization to Pay Professional Personnel – Fall 2019

Comparative figures:

Fall 2019 Part-Time	Fall 2018 Part-Time
\$3,785,725.80	\$3,947,573.36
Fall 2019 Overload	Fall 2018 Overload
\$465,020.40	\$427,006.80

IL:jg
10/2019

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 \$483,485.85 to the total amount of part-time teaching salaries paid during the fall semester, 2019; the revised total payment amount is \$3,785,725.80."

2. "Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$37,544.00 to the total amount of faculty overload salaries paid during the fall semester 2019; the revised total payment amount is \$465,020.40."

Approval of Clinical Practice Agreements

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

Medical Laboratory Technology:

Renewal: **University of Chicago Medicine:**

This is a renewal agreement for Medical Laboratory Technology program. This has been reviewed and approved by the College faculty and administration. This is a five-year agreement, which is effective on October 15, 2019 and terminates October 31, 2024.

Physical Therapist Assistant:

Renewal: **Clearbrook:**

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 is effective on October 15, 2019 and terminates October 31, 2024.

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:

Medical Laboratory Technology:

University of Chicago Medicine

Physical Therapist Assistant:

Clearbrook.”

Acceptance of Comprehensive Annual Financial Report (with Auditor's Opinion)

A copy of the final audited Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2019 was included in the October 11, 2019 weekly Board packet. It included an unmodified opinion concerning the College's Fiscal Year 2019 Audit. An unmodified opinion is an opinion that the financial statements are presented fairly in all material respects, in accordance with generally accepted accounting principles. The CAFR is designed to provide financial information that is easily readable, efficiently organized and presented in the spirit of transparency and full disclosure.

The CAFR is designed to emulate corporate presentations whereby assets are capitalized, depreciation is reported as an operating expense, and property taxes are recorded on a full accrual basis rather than a modified accrual basis. The College has received the *Certificate of Achievement for Excellence in Financial Reporting* award from the Government Finance Officers Association since 1991, and anticipates receiving another award this year. The Accounting Office and the Administrative Affairs team have done an excellent job on the report and deserve our congratulations. Mr. Anthony Cervini, Partner from Sikich LLP, will be present to make some comments to the Board of Trustees on October 15, 2019 regarding the report.

AW:mw
10/2/2019

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 accepts the Fiscal Year 2019 Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2019.”

Approval of Estimate of Levy for 2019 and Announcement Thereof

The Truth in Taxation Law requires that not less than twenty days prior to the adoption of its aggregate levy, the corporate authority of each taxing district shall determine the amounts of money estimated to be necessary to be raised by taxation for that year upon the taxable property in its district.

In order to fund the College operating program, including salaries, supplies, and utilities, it is recommended that the College's levy for 2019 be as follows:

	<u>Recommendation</u>
	<u>2019 Levy</u>
Education Purposes	\$45,208,798
Operation & Maintenance Purposes	8,000,000
Liability, Protection and Settlement (Includes Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance)	100
Medicare and Social Security Contributions	100
Audit	100,000
Total	<u>\$53,308,998</u>

The \$53,308,998 estimate of levy (excluding debt service) represents a 4.3% increase over the extended 2018 tax levy. The College's 2019 levy will be collected in calendar year 2020.

The Property Tax Extension Limitation Law (PTELL) caps the annual growth in the total amount of property taxes extended for the College and other taxing districts which are subject to its provisions. In general, the PTELL limiting rate as calculated annually for each taxing district allows for a limited inflationary increase in tax extensions on existing property, plus an additional amount for new property (i.e., new construction). The increase is pegged to the percentage rise in the Consumer Price Index (CPI) for the 12-month period preceding the levy year. For tax year 2019, the percentage increase in the CPI is 1.9%.

To ensure that the College realizes as much additional revenue as the PTELL formula allows from new property, the Administration is recommending that 2019 aggregate tax levy be set at an amount 4.3% higher than the total amount of 2018 property taxes extended for the College. Because the proposed 2019 tax increase will not be more than 5.0% above the prior year tax extension, the College will not be required to publish a Truth in Taxation notice or conduct a public hearing on the proposed 2019 levy.

We do not expect that the College will receive the full proposed amount based on the operation of the limiting rate. The projected increase in property tax after the impact of the limiting rate is 3.0%, which includes projected new property of \$200.0 million.

We do not expect that the College will receive the full proposed amount based on the operation of the limiting rate. The projected increase in property tax after the impact of the limiting rate is 3.0%, which includes projected new property of \$200.0 million.

Preliminary calculations with estimated overall equalized assessed valuation levels and new property additions indicate that the College's tax rate would be 0.236 as compared to the 2018 rate of 0.230. It is estimated that the typical owner of a home with a market value of \$290,000 can expect to see the College portion of the taxes increase by approximately \$1.75. In 2018, the College's share of the homeowner's taxes was about 2.5% of the total bill.

The \$100 levies in the Medicare and Social Security Fund and Liability, Protection, and Settlement Fund serve as placeholders and ensure the College will not need a referendum to reinstate these levies in the future if desired. Amounts effectively levied for these funds are included in the Education Fund Levy.

The Audit Fund levy for 2019 will remain level at \$100,000.

As a component of approving the issuance of General Obligation Limited Tax Bonds, Series 2011, 2014, and 2018, the Board adopted a resolution directing the County to levy a direct annual tax to pay the principal and interest on such bonds. For the 2019 tax levy, such amount will be \$3,634,772. Based upon documents filed with Cook County at the time the Bonds were issued, it is not necessary for the Board to annually approve the portion of the tax levy applicable to debt service.

President's Recommendation:

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 estimates the amount of the tax levy needed for 2019 to be collected in calendar year 2020 as follows:

The sum of \$45,208,798 to be levied as a tax for educational purposes; and

the sum of \$8,000,000 to be levied as a tax for operations and maintenance purposes; and

the sum of \$100 to be levied for tort liability, protection and settlement purposes to include liability insurance, workers' compensation, unemployment insurance, property insurance, and occupational diseases insurance; and

the sum of \$100 to be levied as a special tax for social security and Medicare insurance purposes; and

the sum of \$100,000 to be levied as a special tax for financial audit purposes.”

“Be it further resolved that the Board of Trustees of Oakton Community College District 535 as part of its regularly scheduled November 19, 2019 Board of Trustees meeting, will have on its agenda the adoption of a resolution setting forth its tax levy for 2019. The above estimated amounts for the 2019 tax levy may be changed by the Board in adopting the final 2019 levy, subject to statutory notice and publication requirements.”

Authorization to Approve October Purchases

Any purchase exceeding \$25,000 requires Board approval. The following purchases meet that criteria. If the Board so desires, this resolution will enable the Board to approve all of the following purchases in a single resolution.

Item “a” was previewed at the June 2019 Board of Trustees meeting. Items “b” through “d” were previewed at the September 2019 Board of Trustees meeting.

EC:kr
10/4/2019

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 approval of the attached resolutions, as stipulated in the following agenda items, for the purchase of the following:

<u>Agenda Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
10/19-10a	1 - 3	Skokie Campus Student Center and Student Street Renovation	Happ Builders, Inc.	\$ 2,821,202.00
10/19-10b	1 - 2	Flexible Registration Software – Five Year Contract	Destiny Solutions, Inc.	\$ 350,000.00
10/19-10c	1 - 2	Cloud Based Math Online Instruction – Three Year Contract	McGraw-Hill Global	\$ 135,000.00
10/19-10d	1	Microscopes	W. Nushbaum, Inc.	\$ 38,272.40
GRAND TOTAL				\$ 3,344,474.40.”

Authorization to Purchase Skokie Campus Student Center and Student Street Renovation

Renovations for the Skokie Student Center and Student Street are identified as two projects in the FY19-FY21 Capital Improvement Plan (CIP) but are being designed and bid as one project. Construction is scheduled to begin in November 2019 and is anticipated to take approximately eleven months. The construction area includes the main first floor corridor, from the 'C' wing on the west to the 'P' wing on the east including the staircase, Cafeteria/Servery, Student Life/Campus Center for Inclusion and Diversity (CCID), and the Bookstore. The CIP identifies these projects as necessary to update and refresh the existing Skokie campus Student Street and to consolidate and reorient the Bookstore, Cafeteria, and Student Life/CCID to create a Student Center with vibrancy similar to the Student Center at the Des Plaines campus. At the May 2018 Board of Trustees meeting, Holabird & Root was approved as the architect for this project.

Holabird & Root, Cotter Consulting, the Facilities office, and the Purchasing department worked collaboratively to issue a bid for this project. The bid was sent to 101 (eight in district) contractors. Twelve bids (one in district) were received and were reviewed and analyzed to determine the lowest responsible bidder. As with all large construction projects, the Oakton team conducted a project meeting with the low bidder to verify the entire scope of the work. At that meeting it was determined by the low bidder that they would not be able to meet all of the bid requirements. Therefore, they elected to withdraw their bid. The team then conducted another project scope review meeting with the next lowest bidder.

The second lowest bid of \$2,654,000 was submitted by Happ Builders, Inc. of Waukegan. Happ Builders has been providing general contracting and construction services for 43 years. Their clients include Triton College, Maine West High School, and Avoca School District 37 of Glenview.

In addition to the base bid of \$2,654,000, the Administration is requesting approval for a 6.3% project contingency of \$167,202 to be used in the event that any unforeseen issues arise. This brings the grand total to \$2,821,202. The project team is confident that Happ Builders, Inc. will meet the College's project requirements. The project will start in November and is expected to take eleven months to complete.

EC:kr
10/2/2019

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 Skokie Campus Student Center and Student Street Renovation from Happ Builders, Inc., 28 Le Baron Street, Waukegan, IL 60085 for a contract sum of \$2,654,000.00 plus a project contingency of \$167,202.00 to be held by the College and used in the best interest of the College, for a total expenditure not to exceed \$2,821,202.00 in accordance with their bid in response to Invitation to Bid #0807-19-03.”

Skokie Campus Student Center and Student Street Renovation	
Bid #0807-19-03	
Vendor	TOTAL
Happ Builders, Inc. Waukegan, IL	\$ 2,654,000.00
Contingency	\$ 167,202.00
GRAND TOTAL	\$ 2,821,202.00
Powers & Sons Gary, IN	\$ 2,748,000.00
Kee Construction New Lenox, IL	\$ 2,770,000.00
Paul Borg Construction Company Chicago, IL	\$ 2,951,000.00
Henry Bros. Co Hickory Hills, IL	\$ 3,048,000.00
Osman Construction Arlington Heights, IL	\$ 3,091,600.00
Path Construction Arlington Heights, IL	\$ 3,095,000.00
Boller Construction Waukegan, IL	\$ 3,419,000.00
Drive Construction Bridgeview, IL	\$ 3,619,489.00
D. Kersey Construction Northbrook, IL	\$ 3,689,743.00
Robert Yiu Construction Hinsdale, IL	\$ 3,846,050.00
L. J. Morse Construction Comapny Aurora, IL	Bid Withdrawn

Authorization to Purchase Flexible Registration Software – Five-Year Contract

The Adult and Continuing Education/Alliance program is currently using Flexible Registration Software which is a module of the Ellucian (Banner) software suite. Ellucian notified the College that this software is at its end-of-life and will no longer be supported beyond December 2020. As a result, the Administration and staff members in the Alliance program and Information Technology have been evaluating various software applications that will meet the needs of the Alliance program and potentially replace the current Flexible Registration Software.

In accordance with the 110 Illinois Compiled Statutes ILCS 805/3-27.1, item (f) which states that “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,” a formal request for proposal was not issued. However, in order to obtain competitive pricing and determine which partner would meet all of the Alliance program needs, the College’s evaluation team considered four leading vendors who provide such software applications. These include Course Storm, Ellucian Elevate, Destiny Solutions, and Augusoft. After the initial review, it was determined that two vendors, Course Storm and Ellucian Elevate did not meet the basic needs of the Alliance program. Demonstration sessions allowed the Oakton evaluation team to more closely review and analyze the software capabilities from Destiny Solutions and Augusoft. The sessions focused on functionality, security, and data integration.

The Augusoft software provides integration with the College’s ERP system Banner. However, it does not offer a single sign-on option for our existing systems. This means students would have different usernames and passwords for credit and non-credit classes, which is not the seamless experience the College desires for students. For this reason, Augusoft was not selected.

Destiny Solutions, Inc. of Toronto, Ontario offers the functions needed by the Adult and Continuing Education/Alliance program, provides integration with Banner, and provides single sign-on options. Harper College, University of the Pacific of California, and Cuyahoga Community College of Ohio are all currently using the Destiny Solutions software.

The cost for the first year implementation, training, and licensing fees is \$135,000. The College will also be acquiring additional licenses and training as the platform is further developed. These costs are expected to be approximately \$15,000. Therefore, the Administration is seeking approval to expend up to \$150,000 for the first year’s implementation, licenses, and professional services. The cost for the maintenance contract for each of the subsequent four years is \$50,000 per year or \$200,000, bringing the grand total for all five years to \$350,000. Implementation of the software is currently planned to be completed by summer 2020.

PS:kr

10/4/2019

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 Flexible Registration Software - Five Year Contract from Destiny Solutions, Inc., 40 Holly Street, Suite 800, Toronto, Ontario, Canada for a total not to exceed \$350,000.00 in accordance with their contract agreement dated for October 15, 2019.”

Authorization to Purchase Cloud-Based Math Placement Exams and Online Instruction – Three Year Contract

Three years ago, the College moved to use of the Assessment and Learning in Knowledge Spaces (ALEKS) Math placement exam and online instruction modules provided by McGraw-Hill Education. This was in response to the 2016 discontinued offering of the former math placement test provided by the ACT organization. The College has utilized ALEKS as a math placement exam for these past three years and is seeking a renewal of the contract.

ALEKS is a web-based, artificially intelligent assessment and learning system that uses adaptive questioning to determine exactly what a student knows and doesn't know in a math course. It then instructs the student on the topics that they are most ready to learn by providing 24/7 access from virtually any web-based computer.

The \$15 cost per student provides;

- 1) five assessments available to be taken over one year's time.
- 2) a customized learning module that responds to those areas where a student performed poorly on an assessment which is available to the students for six months after the completion of the first assessment.
- 3) database tools to analyze results and provide evidence to reconfigure the software.

During the 2017 and 2018 calendar years, the Testing Center administered an average of 2500 exams using the ALEKS placement tool.

ALEKS is a sole source purchase from McGraw-Hill Global Education Holdings, LLC. They are a well-established publisher of educational materials and a current vendor of the College. They produce materials in nearly 60 languages, distribute them in over 135 countries, and partner with more than 14,000 authors and educators in various fields of study. In 2018, there were 4.4 million paid activations of ALEKS and 9.7 billion activations since 2010. Other area colleges purchasing ALEKS include; College of DuPage, McHenry County College, South Suburban College, Sauk Valley Community College, Joliet Junior College, and Elgin Community College.

The Administration is confident that the placement tests will continue to serve students as they navigate their various math courses. McGraw-Hill Global Education Holdings has agreed to hold the current pricing. Therefore, the Administration is requesting another three year contract at \$15 per student, for up to 3000 students per year, for a total not to exceed \$45,000 per year. The total not to exceed price for the three year contract is \$135,000. The contract will be in effective from January 1, 2020 to December 31, 2022.

LC:kr

10/7/2019

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 Cloud-Based Math Placement Exams and Online Instruction -Three Year Contract from McGraw-Hill Global Education Holdings, LLC, 2 Penn Plaza, 20th Floor, New York, NY 10121 for a total not to exceed \$135,000.00 in accordance with their original Agreement #2016-08-30, amended September 4, 2019.”

Authorization to Purchase Microscopes

The FY20 capital equipment budget includes \$39,150 to purchase new microscopes for the Biology labs at the Des Plaines campus. The Biology department uses microscopes for all disciplines from Introduction to Life Science to Anatomy and Physiology. Each of these courses requires the students to use microscopes on a regular basis. Each of the College's ten laboratories has as many as four to six courses per day and each course has as many as 24-26 students using microscopes per class. This equates to over ninety hours of use per microscope every week.

Currently, the Biology department uses four different models of microscopes. With the purchase of new microscopes, the College will have the same model microscope in all the Biology labs, which will allow the students a more consistent experience throughout their academic tenure at the College. The College will be purchasing the Leica DM500 microscopes which cost \$1,234.59 each. These cost efficient scopes are ideal because of their robust build and minimal moving parts which can withstand every day, constant use in the labs. At this time, purchasing new microscopes is less expensive than the cost of repairing the old microscopes. These microscopes come already assembled and ready to use out of the box with no extra costs added for installation or setup.

The sole source provider for the Leica scopes is W. Nuhsbaum, Inc. from McHenry, Illinois. W. Nuhsbaum is also a current vendor of the College. They have offered the College a significant discount on the microscopes that would allow the College to purchase 31 microscopes for a total cost of \$38,272.40. The Administration is confident that W. Nuhsbaum will continue to meet the College's sales, service, and delivery needs. Delivery will be made in mid-November.

BPS:kr
9/26/2019

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 Microscopes from W. Nuhsbaum, Inc., 760 Ridgeview Drive, McHenry, IL 60050 for a total of \$38,272.40 per their quote number 0073757 dated September 12, 2019.”

Preview and Initial Discussion of Upcoming Purchases

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

a) Travel Services for Summer 2020 Field Study in the Netherlands - Dr. Katherine Schuster participated in the Illinois Consortium for International Studies and Programs two-week international professional exchange in 2016 - 2017. One planned outcome of her two-week stay at a college in the Netherlands in May 2017 was to make contacts at Koning Willem I College in Den Bosch, so that Oakton could develop a short-term international field study course for students. Those contacts were made and planning for the field study course has resulted in a course that will be offered during the interim I session from June 5 to June 20, 2020 in Den Bosch, the Netherlands.

Koning Willem I (KWI) College will be facilitating local hotel lodging for the students and one accompanying faculty member in Den Bosch for thirteen nights and in Amsterdam for one night, breakfasts for eight days, lunches on three days, a classroom for in-class meetings, speakers for class meetings, transportation to local day trips to Tilburg and Vught, and a welcome orientation to the Netherlands. The cost of the KWI services is \$1,425 per student. Based on a maximum of twelve participants plus one faculty member, the Administration is requesting an amount paid to KWI not to exceed \$18,525. Students will pay for their insurance, which will be purchased from the insurance plan through the Illinois Consortium for International Studies and Programs, at an average cost of \$45 per student. The actual costs depend on the age of the student.

Professor Schuster will accompany the students and teach the three credit course, EDN 290: Dutch Educational System and Outcomes-Based Learning. Dr. Schuster, with the support of the International Programs Office at KWI, will organize one day-long field trip to The Hague, and two day-long field trips to Amsterdam, as well as local cultural field trips and programs in Den Bosch. All costs of the field trips (tours / guides / transportation / entrance fees) and cultural events are included in the cost of the program. Six lunches and eight dinners will be included in the cost of the program; other meals not provided by KWI will be covered by the students individually. The cost of these aspects of the study abroad program is \$680 per student.

The Business Office will contact travel service companies to obtain competitive airfare prices. An average price of \$1,350 would bring an estimated total for international travel for twelve students plus one accompanying faculty member to \$17,550. The students will fly directly from Chicago/O'Hare to Amsterdam.

Students must also pay for a portion of the travel fees for the faculty leader, an insurance fee, and an Oakton administrative fee.

The estimated cost per student is:

\$ 1,425.00	for program fees, housing and limited meals from the KWI
\$ 680.00	for field trips, cultural events, and additional meals from the KWI
\$ 1,350.00	for airfare
\$ 45.00	for insurance
\$ 408.75	for in-district tuition, 3 credits
\$ 50.00	for Oakton administrative fee
<u>\$ 375.50</u>	for faculty leader fees and incidentals (currently based on an enrollment of eight students)
\$ 4,334.25	Total per student
\$52,011.00	Total (based on the max of 12 students)

The Global Studies program coordinator and faculty are actively recruiting students for this field study program. All fees are paid by the students, making this a pass-through purchase. The Administration plans to present this item to the Board for purchase approval at the November Board meeting.

b) Travel Services for Summer 2020 Study Abroad Program in India - Oakton offers an annual summer study abroad program in conjunction with our partner institution, the English and Foreign Languages University (EFLU) in Hyderabad, India. This summer abroad program will be offered again during the summer semester. This program is recognized as a Sponsored Program in the Illinois Consortium for International Studies and Programs (ICISP), which allows students from across Illinois community colleges and other member institutions of ICISP to participate. As a sustained outcome of Pathways to South Asia, Oakton's Title VI-A grant from the US Department of Education, the continuation of the program is a central component to our on-going collaboration with our partner institution, EFLU.

Students will be accompanied by an Oakton or ICISP member institution professor, to be chosen during the month of October, who will provide guidance, help, and oversight for the students and accompany them on all local and overnight field trips; both courses will be taught by faculty members at EFLU. Room and board is provided in international student housing at the university. Students are responsible for all costs associated with their academic program and travel, so the expenditures to be authorized are pass-through transactions, as students will pay Oakton and Oakton will disburse the funds to the appropriate entities.

All of the in-country arrangements for the study abroad program will be provided by the English and Foreign Languages University in Hyderabad, including double occupancy accommodations, stipends for three meals per day, tuition for six credit hours, fees for tours, admission to cultural sites, educational field trips, and airport transfers at a cost of \$2,025 per student. Based on the maximum of twelve students and one faculty member, the Administration is requesting an

amount not to exceed \$26,325 for the services provided by the English and Foreign Languages University. Students will pay for their insurance, which will be purchased from the insurance plan through the Illinois Consortium for International Studies and Programs, at an average cost of \$40 per student. The actual costs depend on the age of the student.

The Business Office will contact travel service companies to obtain competitive airfare prices. An average price of \$1,450 would bring an estimated total for international air travel for twelve students plus one accompanying faculty member to \$18,850. The students will fly direct or one-stop from Chicago/O'Hare to Hyderabad.

Students must also pay a portion of the travel fees for the faculty leader, an Oakton administrative fee, and "incidentals" such as local transportation during the month long trip. Oakton Community College does not charge tuition for credits earned while studying abroad; however, the Oakton students will register for six credits at Oakton, and the institution will be able to claim those enrollments for apportionment from the State. The estimated cost per student, based on \$1 = 65.542 INR is:

\$ 2,025.00	for program fees/tuition from the English and Foreign Languages Univ.
\$ 50.00	for local transport and incidentals budget
\$ 1,450.00	for airfare
\$ 40.00	for insurance
\$ 50.00	Oakton administrative fee (\$150 for non-Oakton students)
<u>\$ 425.00</u>	for faculty leader fees and incidentals (currently based on the minimum enrollment of eight students)
\$ 4,040.00	Total per student (\$100 more for non-Oakton students)
\$48,480.00	Total pass-through amount (based on the max of twelve students at the non-Oakton rate)

The Global Studies program coordinator and faculty are actively recruiting students for this study abroad program. The Administration plans to present this item to the Board for purchase approval at the November Board meeting.

c) Digital Spectrophotometers – The FY20 capital equipment budget includes \$43,400 to purchase new spectrophotometers for the Biology labs at the Des Plaines campus. A spectrophotometer is an apparatus for measuring the intensity of light in a part of the spectrum, especially as transmitted or emitted by particular substances. The Biology department uses the spectrophotometers for several disciplines such as Introduction to Life Science, Introduction to Environmental Science, and General College Biology classes. Students are required to use spectrophotometers during these labs. Spectrophotometers are an instrument that students will continue to use if they pursue a major in Biology or a related field at a transfer institution.

Currently, the Biology department is using dial spectrophotometers that are no longer being manufactured. Therefore, parts have become obsolete, making routine maintenance and repairs nearly impossible.

The Biology department and the Procurement office will work collaboratively to issue a bid for the spectrophotometers. The Administration plans to present this item to the Board for purchase approval at an upcoming meeting.

d) Document Imaging and Management System Annual Maintenance Contract and System Upgrades - Document imaging hardware and software is used to scan, capture, index, retrieve, process, and archive digital images of documents and forms. In June 2013, the Board of Trustees approved a three year contract for Oakton's updated document imaging platform: OnBase by Hyland Software, Inc. Oakton's need for digital imaging services continues to increase. In addition to improving productivity by reducing or eliminating time spent handling, storing, retrieving, distributing, and destroying paper; document imaging systems can improve business process management with workflow tools and enhanced security.

The imaging system is essential to managing the information flow at the College. The Financial Aid office was the first area to migrate to OnBase, and the Registration and Records office is also now fully operational on the new platform. Human Resources, Alliance Payroll, and Accounting have migrated documents. Articulation requests are now also tracked in Hyland. Hyland provides workflow technologies that could potentially assist in automating business processes that are currently manual by nature. Prototypes are being built that can potentially improve productivity and efficiency of end-users while improving student experience at Oakton. A recent example of this is the student Change of Major form.

Annually, since 2016, the Board has approved the maintenance contract from Hyland. Annual maintenance for the next contract year, which begins in December, is approximately \$55,000. The Administration will also be acquiring additional licenses, hardware, and training as the platform is further developed. The College is seeking approval to expend up to \$85,000 with Hyland Software, Inc. to cover the cost of FY 2020-2021 maintenance and additional professional licenses and services. The annual maintenance, licenses, hardware, and training are only available through Hyland Software, Inc., the manufacturer of the system, thereby, making this a sole source purchase. 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."

The Administration plans to present this sole source item to the Board for purchase approval at the November Board meeting.

e) Continuation of Employee Medical, Dental, and Vision Insurance - Oakton is a member of the Community College Health Consortium (CCHC). The College's medical, dental, and vision plans are administered through CCHC and HUB Inc. serves as the Consortium's brokers. Premiums run for the calendar year, January to December. CCHC currently has six participating institutions - College of DuPage, McHenry Community College, Moraine Valley Community College, Oakton Community College, Triton College, and Illinois Valley Community College.

The Consortium insured an average of 2,734 employees and 6,380 members in calendar year 2018, and 6,368 members as of July 31st, 2019.

For the calendar year January to December 2020, the College is expecting premiums to remain flat with calendar 2019. The College has received preliminary renewal rates for the following:

	<u>Provider</u>	<u>Estimated 2020 Annual Premiums</u>
Medical	Blue Cross & Blue Shield of Illinois	\$ 8,000,000
Dental	Delta Dental of Illinois	\$ 385,000
Vision	VSP, Inc.	\$ 60,000

The Administration is working to finalize the 2020 premiums and plans to present this item to the Board for purchase approval at the November meeting.

f) Maintenance of Natural Areas - Two Year Contract – The natural areas of the College are an important part of the pedagogy and aesthetics of the campus. In September 2017, the Board authorized the purchase of a Natural Areas Restoration project. This work has been completed, but continued maintenance is now required for the natural areas. The FY 2019-2021 Capital Improvement Plan (CIP) includes this work. The contract will include seasonal burns, tree and debris removal, and weed/invasive species management. This two-year contract will begin January 1, 2020 and is expected to cost \$100,000. The Administration plans to present this item to the Board for purchase approval at the November Board meeting.

g) Furniture for Skokie Campus Student Center and Student Street Renovation – Renovations at the Skokie campus in the Student Center and Student Street are scheduled to begin in November. Furniture will be needed to fill the newly renovated spaces which includes five primary areas:

1. Student Life/Campus Center for Inclusion and Diversity (CCID): to include a central gathering area with reception desk, two private offices, three station student work area, two small group conference rooms, foldable/moveable tables and chairs, and storage.
2. Bookstore: to include one 2-person office and a book storage room. (Merchandise displays and sales counter for the Bookstore will be purchased separately)

3. Open Study Area: to include cyber café, computer stations, lounge furniture, and collaborative gathering setups.
4. Dining Room and Multipurpose Room: to include dining booths, tables and chairs.
5. Main student street/hallway: to include a variety of lounge furniture and social gathering setups primarily in the 'C' wing sawtooth corridor and the 'P' wing atrium.

The budget for this furniture is \$350,000.

The College's primary manufacturer for office, classroom, and lounge furniture is Steelcase, which has been supplied by Forward Space for more than thirty years. Forward Space is one of Steelcase's only premier dealers in Illinois and there are no Steelcase dealers within the College's District. The Des Plaines Student Center and Student Street, and West End Phase 1 and Phase 2 are their most recent installations. Forward Space participates in the Educational and Institutional Cooperative consortium which offers special consortium pricing on Steelcase furniture. In accordance with Illinois Public Community College Act, Chapter 110, Act 805 (110ILCS 805/3-27.1), purchases made through a consortium are exempt from formal bidding. Through the Consortium, no further advertisement, public notice or competition is required because the Consortium has already conducted the bidding process. In addition, Forward Space is a certified Women Owned Business (WBE). Furniture and installation will occur in phases to coincide with completed phases of the construction project. The Administration plans to present this item to the Board for purchase approval at the November Board meeting.

h) Merchandise Displays and Service Counter for Skokie Bookstore – As part of the Skokie campus renovations, the Bookstore will be remodeled. Therefore, merchandise displays and racks will be needed to display spirit-wear, school products, candy/snacks, etc. A service counter is also needed to accommodate two Bookstore point-of-sale stations and an additional station for the Oakton cashier. A modular system will provide the most flexibility for the area.

Cotter Consulting, the Facilities office, and the Purchasing office will work together to issue a bid for the modular system and its installation. The total cost for this purchase is budgeted at \$80,000. The Administration plans to present this item to the Board for purchase approval at an upcoming meeting.

i) Printing of the Oakton Non-Credit Class Schedules – Last year, the Administration recommended a change to the past practice of printing the credit class schedules; moving from a mass distribution of these schedules to a more targeted approach. Even though the credit class schedule will no longer be printed, the Administration still believes that it is in the best interests of the College to continue printing four issues of the non-credit class schedule.

The Purchasing office will issue a bid for printing four issues of the non-credit class schedule that is synchronized with the annual postal permit on the calendar year, January-December.

The non-credit class schedules will be distributed to all residences within the district (approximately 198,000), according to the following schedule:

- Issue 1 - Late Spring issue mailed in early February – between 40 and 56 pages
- Issue 2 - Summer issue mailed in mid-March – between 40 and 56 pages
- Issue 3 - Fall issue mailed early July – between 48 and 64 pages
- Issue 4 - Spring issue mailed in early November – between 48 and 72 pages

The Administration plans to present this item to the Board for purchase approval at the November Board meeting.

j) Replacement of Pre-1980 Office Furniture for Both Campuses - The College has identified a number of offices across both campuses which have desks and chairs dating back to when the College was at its Morton Grove location, prior to 1980. Although in working condition, the furniture is well past its useful life and needs to be replaced. Presently the inventory count has identified at least 128 chairs and 121 desks from this vintage. Furniture and installation will occur in phases, with each phase exceeding \$25,000.

The Purchasing office is obtaining quotes from Forward Space LLC, which is the College's primary dealer for the Steelcase product line that is used on campus for office, classroom, and lounge furniture. As mentioned in item 'g' Forward Space participates in the Educational and Institutional Cooperative Consortium which offers consortium pricing on Steelcase furniture. In accordance with Illinois Public Community College Act, Chapter 110, Act 805 (110ILCS 805/3-27.1), purchases made through a consortium are exempt from formal bidding. The Administration plans to present this item to the Board for purchase approval at an upcoming Board meeting.

k) Architectural Services for Cafeteria Remodeling - The FY 2020-2022 Capital Improvement Plan (CIP) includes funds for a project to remodel the Des Plaines campus cafeteria. The current cafeteria is old, tired, and outdated. The plan is to modernize the kitchen, serving area, and dining area of this major gathering space on campus. In addition, the plan includes a connection to the adjacent Library space. Updating this area will present a more pleasurable and inviting appearance that will coincide with the recent Student Street upgrades. The total cost of the project is estimated at \$3.2 million dollars.

The Facilities department and Cotter Consulting are currently reviewing the requirements for the architectural services for this project. The architectural services are expected to be approximately \$310,000. One of the College's pre-approved Quality Based Selection (QBS) architectural firms will be selected to perform the professional services needed for this project. This includes meeting with necessary department managers, developing ideas for the best use of the space, compiling information in order to prepare project specifications, preparing all necessary drawings and specification documents, and working with Oakton departments to issue, review, and analyze the invitation to bid and the bid results.

The Administration plans to present this item for approval at the November Board of Trustees meeting. Planning work will start immediately after Board approval so that the bid specifications can be ready and available for contractors in early March of 2020. It is hoped that the construction project receives Board approval in April or May of 2020.

D) WAN/Internet Service and Telephony Services - The College uses wireless area network (WAN) and Internet services from multiple vendors in order to provide high speed, highly available connections between the campuses and to the Internet. The College also purchases local and long distance telephony services for both campuses with failover. In order to streamline the services, the Information Technology department and the Purchasing department will work collaboratively to issue a Request for Proposal for five sets of services, telephony services for both campuses, internet services from the Des Plaines campus, internet services from the Skokie Campus, and primary plus backup intranet/private link services between the campuses. This purchase is likely to be split among two or more vendors. The College will be looking at one, three, and five year contract options. The telephony services are budgeted at \$30,000 per year. The WAN/Internet service is budgeted at \$60,000 per year. The Administration plans to present this item to the Board for purchase approval at the November Board meeting.

Acceptance of Faculty Retirements

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 members have submitted their intent to retire:

<u>Faculty Member</u>	<u>Discipline</u>	<u>Retirement Date</u>
Sherry Demonte	Associate Professor, Health Information Technology Division of STEM and Health Careers	December 17, 2019
Judy Ferraro	Associate Professor, Health Information Technology Division of STEM and Health Careers	December 31, 2019

These faculty members have met the requirements for retirement under the Oakton Community College Faculty Association contract, Article 15.2 A and C.

We congratulate Ms. Demonte and Ms. Ferraro for their many years of exemplary service to the College and wish them well in their future endeavors.

CH:nmi
10/3/2019

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 retirements of Sherry Demonte and Judy Ferraro.”

Acceptance of Grants

Funding totaling \$1,811,100.00 have been made available to Oakton Community College, subject to acceptance at the October 15, 2019 Board meeting. If the Board so desires, the resolution below will enable the Board to accept all of the following grants in a single resolution.

KT on behalf of AG
10/9/2019

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 attached resolutions, 10/19-13a through 10/19-13e, for the following grants:

a. Illinois Community College Board Adult Education and Family Literacy Grant in the amount of.....	\$1,686,500.00
b. Illinois Community College Board – Innovative Bridge and Transition Program Grant in the amount of.....	\$75,000.00
c. National Science Foundation Advanced Technological Education Sub-award.....	\$33,000.00
d. Illinois Arts Council Presenter’s Development Program Grant in the amount of.	\$10,500.00
e. Illinois Arts Council Visual Arts Program Grant in the amount of	\$6,100.00
for a total of \$1,811,100.00	

Acceptance of Illinois Community College Board Adult Education and Family Literacy Federal and State Grant Funds

The Illinois Community College Board has awarded Oakton Community College a total of \$1,686,500 in state and federal Adult Education and Family Literacy funding for fiscal year 2020. These funds provide educational opportunities for adult learners who participate in the English as a Second Language, Literacy, Family Literacy, GED, Evening High School and Citizenship Education classes. This funding is for the period July 1, 2019 to June 30, 2020. Marc Battista, Associate Vice President, Workforce Education/Dean of Business and Career Technologies, will administrator the grant.

<u>Source</u>	<u>FY20 \$ Amount</u>
State Basic Literacy	\$727,780.00
State Performance Grant	\$393,680.00
Federal Basic Literacy	\$520,180.00
Federal English Literacy/Civics	<u>\$44,860.00</u>
Total	\$1,686,500.00

KT on behalf of AG
10/9/2019

President's Recommendation:

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

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$1,686,500.00 in federal and state funding through the Illinois Community College Board to support fiscal year 2020 Adult Education and Family Literacy programs.”

Acceptance of Illinois Community College Board Innovative Bridge and Transition Program Grant

The Illinois Community College Board has awarded Oakton Community College a \$75,000.00 Innovative Bridge and Transition Grant for fiscal years 2019 - 2020. Innovative Bridge and Transition funds will provide tangible and intentional support and opportunities for higher level adult learners to either obtain college credit while taking developmental level courses, and/or build skills and competencies required to be successful in certificate programs. The grant period is June 1, 2019 through June 30, 2020. Marc Battista, Associate Vice President of Workforce Education/Dean of Business and Career Technologies, will administer the grant.

KT on behalf of AG
10/9/2019

President's Recommendation:

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

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$75,000.00 in federal and state funding through the Illinois Community College Board to support the 2020 Innovative Bridge and Transition Program grant.”

Acceptance of National Science Foundation Advanced Technological Education Grant

Oakton Community College is a sub-awardee under a National Science Foundation Advanced Technological Education Grant awarded to Norco College (Riverside Community College District), Norco, California. The grant program has been renewed for the fourth of five grant years, 10/1/2019 – 9/30/2020, to continue the National Center of Excellence for Supply Chain Automation Education. The project is a partnership among three community colleges: Norco, Sinclair Community College in Dayton, OH; and Oakton. Oakton’s allocation for year one is \$33,000. Dr. Robert Sompolski, Dean of Mathematics and Technologies, is project co-principal investigator and will be responsible for disseminating best practices in supply chain automation education.

KT on behalf of AG
10/9/2019

President’s Recommendation:

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

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$33,000 as a sub-awardee from the National Science Foundation Advanced Technological Education National Center of Excellence for Supply Chain Automation Education program.”

Acceptance of Illinois Arts Council Agency Presenters' Development Program Grant

The Illinois Arts Council Agency Presenters' Development Program has awarded Oakton Community College a grant in the amount of \$10,500.00 for operating support of the Performing Arts Center for the period September 16, 2019 to August 31, 2020. Daniel Cunningham, Production Coordinator for the Performing Arts Center, will manage the grant and Linda Korbel, Dean of Languages, Humanities and the Arts, will administer the grant.

KT on behalf of AG
10/9/2019

President's Recommendation:

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

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$10,500.00 from the Illinois Arts Council Agency to support the Performing Arts Center operations.”

Acceptance of Illinois Arts Council Agency Visual Arts Program Grant

The Illinois Arts Council Agency has awarded Oakton Community College a Visual Arts Program grant in the amount of \$6,100 to support the Koehnline Museum of Art for the period September 16, 2019 to August 31, 2020. Nathan Harpaz, Manager of the Koehnline Museum of Art, will manage the grant and Linda Korbel, Dean of Languages, Humanities and the Arts, will administer the grant.

KT on behalf of AG
10/9/19

President's Recommendation:

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

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$6,100 from the Illinois Arts Council Agency to support the Koehnline Museum of Art.”