

**Minutes of the Oakton Community College Board Meeting
August 15, 2017**

The 724th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, August 15, 2017 at the Oakton Community College Des Plaines Campus, 1600 E. Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

At 6:50 p.m. in room 1502, Chair Stafford called the meeting to order. In the absence of Trustee Salzberg, who is Secretary of the Board, Trustee DiLeonardi acted as Secretary, calling the roll:

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

Chair Stafford asked for a motion to go into closed session under the following exceptions to the Illinois Open Meetings Act: the purpose of considering the appointment, employment, compensation, discipline, performance, dismissal of employees, pending litigation, and collective negotiating matters. Trustee Tennes made the motion, which was seconded by Trustee DiLeonardi.

Trustee DiLeonardi called the roll:

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

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

At 7:35 p.m. Chair Stafford asked for a motion to adjourn the closed session meeting. Trustee Frank made the motion; seconded by Trustee Tennes; a voice vote was called and the meeting was adjourned.

Open Session and Roll Call

Chair Stafford called the regular meeting of the Board of Trustees to order at 7:45 p.m. in room 1506. In the absence of Trustee Salzberg, Trustee DiLeonardi acted as Secretary, calling the roll:

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

Ms. Tennes
Mr. Chan

Present
Present

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

Pledge of Allegiance – Student Trustee Brian Chan

Approval of Minutes

Chair Stafford asked for a motion for the approval of the June 27, 2017 minutes of the regular and special meetings of the Board. Trustee Tennes made the motion, which was seconded by Trustee Frank. A voice vote was called and the minutes were unanimously approved.

Statement by the President

President Smith welcomed everyone and asked for introductions:

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

Full-time Faculty present included: Katherine Schuster, Professor, Education, and President of the Oakton Community College Full-time Faculty Association; Chad Landrie, Associate Professor, Chemistry; Daryl Long, Assistant Professor, English; Kristin McCartney, Associate Professor, Humanities; Kritika Pershad, Assistant Professor, Biology; Bincy Reginold, Professor, Basic Nurse Assistant Training; Bill Strond, Professor, Biology; and Zoran Miodragovic, Professor, Chemistry.

Adjunct Faculty present included: Cheryl Thayer, Lecturer, Liberal Arts; and President of the Adjunct Faculty Association; Marvin Bornschlegl, Lecturer, Human Services; Cindy Del Medico, Lecturer, Business; and Randy Felthensthal, Lecturer, Business.

Administrators present included: Michele Brown, Director, Student Recruitment and Outreach; Michael Carr, Assistant Vice President, Academic Affairs; Sebastian Contreras, Jr., Dean, Student Success; Leanna Cuellar, Director, Student Learning and Engagement; Colette Hands, Associate Vice President, Continuing Education and Workforce Development; Jacob Jeremiah, Assistant Dean, Library; Linda Korbel, Dean, Liberal Arts; Renee Kozimor, Director, Software and User Services; Roxann Marshburn, Director, Grants and Alternative Funding; Bruce Oates, Director, Athletics and Registrar Services; Paul Palian, Director, College Relations; Juletta Patrick, Assistant Vice President, Student Affairs, and Dean of Access, Equity and Diversity; Nancy Prendergast, Assistant Vice President, Academic Affairs; Doreen Schwartz, Director, Business Services; Bob Sompolski, Dean, Mathematics, Engineering, and Computer Science; Cheryl Warmann, Director, Enrollment Services; Andy Williams, Controller; Ruth Williams, Dean, Natural Science and Health Careers; and Brad Wooten, Dean of the Skokie Campus/Dean of Business and Career Technologies.

Guests: Genevieve Bookwalter, Evanston Review (Chicago Tribune)

President Smith began the meeting by showing a short video which captured the flooding that the Des Plaines campus experienced earlier in the month. Special thanks to Jesse Wallace for the video as it does give a full sense of the scope of the flooding. President Smith also recognized the incredible collective efforts of the college community, including Facilities and the campus Police Department, in responding to what was a challenging situation; we were closed for ten days, but interruption to learning was minimal.

President Smith offered condolences to Jeff Manson, Information Technology, on the loss of his wife Julie; congratulations were offered to Shannon McKenzie, Internship Specialist, on the birth of her third son, Boden Elliot. President Smith also congratulated the following who received awards at the annual all college breakfast on August 14th, the official start of the new academic year: Kathleen Carot, Professor of Humanities, Speech and Theater, Ray Hartstein Award for Teaching Excellence for Full-time Faculty; Timothy Curtis, speech and theater lecturer, Ray Hartstein Award for Teaching Excellence for Part-time Faculty; Roseann Scalise, senior department assistant for Business and Career Technologies, Classified Staff Excellence Award; and Franklin Ortega Palaguachi, coordinator of ANDALE!, Living Diversity Award. President Smith thanked the Board members who attended, and also thanked everyone who helped make the breakfast happen. The theme of the breakfast was *Success Matters* which is the title of our new Strategic Plan. President Smith noted that she reflected on the events that had taken place in Charlottesville, Virginia, and she feels an even stronger commitment to Oakton's Strategic Plan and the commitments that we have here; our mission, vision and values. President Smith read two sentences from our vision statement that captures why we are here and how we can help address issues of racism, hate and violence that we are seeing happen in our world. Our vision statement says: "That through exemplary teaching 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 equity in student outcomes." One of our core values is advance equity by acknowledging the effects of social injustices and intentionally designing the Oakton experience to foster success for all students. We are one of the few higher education institutions that has an anti-racism team and their mission begins with the following statement: "We are an inclusive anti-racist, multi-cultural educational institution that recognizes the destructive effects of racism on all members of our community. We commit to restoring full participation and shared power of the entire community and being accountable to the people in the communities we serve." Our mission, vision and values really demand from us that we work together to combat the hatred that we saw take place in Charlottesville. In conclusion, President Smith quoted Nelson Mandela "Education is the most powerful weapon which you can use to change the world.", and our work matters now more than ever.

Educational Foundation Liaison Report

Trustee Tennes, who is the Board's liaison to the Educational Foundation, reported that the Foundation held its quarterly meeting on April 19. She reported that the Foundation approved a \$1.3 million budget for the 2017-2018 academic year, and they plan to endow a great deal of grant funding and scholarships. At the annual meeting held on July 19, the Foundation's Strategic Planning Committee discussed a plan to align with the college's Strategic Plan, and in particular, try to secure individuals or corporations for naming rights for different components in the Master Plan. They also have created a Foundation President's Advisory Council, whose current members include: President Emerita Margaret Lee; Carl Costanza, who served the college with distinction for many years; and Jan Footlik, whose family has been among the college's most generous donors. The Foundation will be hosting an art sale and reception at the Skokie campus on September 14. The event will feature silent and live auctions of artwork by local artists, students and faculty. There will be tours of the Skokie campus art collection, live music, food and drinks. All proceeds will support the Foundation; contact the Educational Foundation office for further details.

Student Trustee Report

Student Trustee Chan reported that the fall semester is set to commence with classes beginning August 21. The recent flooding had caused a few cancellations of the new student orientation programs, however with the incoming students rescheduling, the programs are up and running. Students are enjoying the new renovations thanks to the Capital Improvement Plan. Many students especially like the lighting located near the Enrollment Center. Student government is beginning to meet again and are looking for students to help represent the student body on various committees on campus. The student body president, Mr. Andrew Tieng and Mr. Chan will be attending the ICCB-SAC meeting on September 8. A reminder that Fall Fest is approaching. Mr. Chan talked about the positive impact this event has on student life; August 30 at the Skokie campus and August 31 at the Des Plaines campus.

Trustee Tennes commented that last year she attended Fall Fest at the Skokie campus and she encouraged any trustees who may have a few minutes to stop by either campus this year to do so. It is great to see administrators

and faculty interact with students. There are tables with information about the different clubs, groups and organizations on campus for students. Overall a fun and worthwhile experience.

Comments by the Chair

Chair Stafford ceded the floor to Trustee Paul Kotowski who had a few comments pertaining to the flood. He commended and complimented President Smith, Dr. Lott and the entire staff on how brilliantly the flooding issue was handled. The Board and the college community were kept well informed of the situation. He said that the video that was shown earlier really captured the enormity of the situation. Mr. Kotowski spoke to a few students who were taking classes during that time, and they told him that they appreciated how professionally the situation was handled, especially the minimal disruption to classes. Chair Stafford said that he and the Board wholeheartedly agreed with Mr. Kotowski's comments.

Chair Stafford remarked that the annual all college breakfast to kick-off the new academic year, was a wonderful event. It was great to see the esprit de corps with faculty and staff, and it was appropriate that we talked about the implementation of our Strategic Plan; it is going to be a very exciting time. The Board had a retreat in August and grappled issues regarding enrollment and is looking forward to the upcoming report on Enrollment Planning.

Report: Enrollment Planning Matters

Dr. Karl Brooks, Vice President of Student Affairs, gave a brief depiction of the upcoming presentation on Enrollment Planning Matters. He said that the college's attention to supporting successful enrollment and student persistence allows us to live the college's mission, and supports students on their journey to meeting their aspirations. Our ability to recognize the landscape, and being able to effectively respond to it, speaks to our priority of truly being the community's college. Dr. Brooks thanked the current Enrollment Management Team for engaging in this important work. This presentation represents some of what we have been paying attention to, and most importantly what our intentions are moving forward. Dr. Brooks introduced Dr. Cheryl Warmann and Ms. Michele Brown, as well as Sebastian Contreras, Jr., and Bruce Oates, who also represent the current Enrollment Management team.

Dr. Cheryl Warmann, Director of Enrollment, began by talking about the current state in the enrollment landscape, where the college is at, what our attention has been on and how we got here. Dr. Warmann spoke about some of the political, social and economic trends that have strongly challenged our recruitment and retention efforts in recent years. Oakton, like our fellow community colleges in Illinois, have generally experienced a decline in recent years. While there is no one single reason why this has occurred, there are some explanations. High school graduation classes are beginning to get smaller and they will continue to get smaller by about three percent until 2023. There is also concern in the public about whether higher education is valued. There are concerns about costs, student loan debt and outcomes, including unemployment and underemployment after graduation. In spite of our lower cost, Oakton is part of the higher education conversation and individuals may not be able to separate our costs and our value from that larger conversation. Unemployment in Illinois has also fallen; it is at a low point in our state history. Being fully employed may give some individuals the financial wherewithal to be able to consider sending their children to residential colleges. State higher education funding in the last few years has been precarious at best. She also spoke about how competition has increased, especially when we consider the role of out of state recruitment. Illinois is considered to be an exporter of traditional aged college students and that rate seems to be accelerating. In this last year, over 33,000 students left to attend out of state schools. The number of students from outside of Illinois who came to attend a college in this state was a little over 17,000. Some of the reasons residents leave Illinois may be financial. The average tuition in Illinois has doubled between 2006 and 2016. There also continues to be very real concern about employment and whether suitable employment will be available for recent higher education graduates.

This effect of losing more students to out of state colleges, does affect Oakton, as it places pressure on four-year institutions to expand the areas they recruit from. They may be considering students who might normally attend Oakton as part of their freshman class. Historically this district has been an area in which colleges look to recruit from as we have great high schools in our district. Since 2010 our enrollment has fallen. In the last five years, credit hours and students have decreased by about fifteen percent. It is important to remember that enrollment is

a mix of both new and continuing students. Dr. Warmann said that Dr. Brooks brought together those of his team most heavily involved in recruitment and retention and during the past year we have worked as a team to consider how we could become more accountable, responsible and service oriented in our enrollment work. One of our primary activities was to conduct an audit to consider how we could adjust or add enrollment activities which included communication to new and continuing students; recruitment activities; enrollment policies and processes; marketing; high school partnerships; and technology.

Ms. Michele Brown, Director of Student Recruitment and Outreach, next provided the framework for how we would like to move forward in the future through current outreach and marketing activities, future intentions, defining Strategic Enrollment Management (SEM), and why it is important. There are nine public high schools in Oakton's district: Evanston Township; Glenbrook North; Glenbrook South; Maine East; Maine South; Maine West; New Trier; Niles North; and Niles West. We are in our high schools multiple times every semester via visits; application and financial aid workshops; and test prep workshops and placement testing. They also attend over twenty college day/night programs, reaching over 1,000 prospective students every year in our community. There are number of on campus events where we bring high school counselors, students and parents to campus to showcase Oakton. We also have a number of campus visit programs. New things we tried this year, offering additional summer programs that we have not offered in the past, marketing them to high school seniors before graduation. We promoted summer school to the students that live in our district that may attend other four-year institutions, and we started offering campus visit programs in our new student center. There are other special programs like the health careers open houses and Spanish speaking programs.

In regards to marketing, the college has hired a new advertising agency, Timberlake Media Services, which is an agency located in Naperville, Illinois, that works with two and four-year colleges. With Timberlake Media, we developed our annual marketing plan earlier this year and we did it for the entire year. We are doing a lot of data sharing between Timberlake and Oakton, for instance sharing weekly enrollment reports, and they share back to us, data on how the ads are faring. We are also doing A/B testing of messaging, which is comparing two versions of messaging (web page) to see which one performs better. Our media strategy is both traditional and digital with an emphasis on digital.

Ms. Brown talked about how SEM aligns an institution's fiscal, academic, co-curricular, and enrollment resources with its changing environment to accomplish the institution's mission and ensure the institutions long-term enrollment success and fiscal health. (Source: Ruffalo Noel Levitz) We know our district and the needs of our students are changing, and we have to change to meet their needs. SEM aligns with the college's mission and results in long term enrollment and financial stability. SEM includes: new student enrollment; continuing student persistence; marketing; financial aid; completion, transfer, and career preparedness. It is a values driven and data-informed process, it really relies on data for decision making and moving forward. SEM is not a quick fix to boost enrollment; it is not another initiative that will go away in a year; it is all inclusive of the entire campus. The SEM team will be charged with developing a plan that is grounded in data and best practices: the points being marketing and communication strategies; enrollment targets/goals; budget development/technology needs; and data and monitoring of progress towards goals. The team has expanded to fifteen members that involve all the areas of the college: full-time faculty; part-time faculty; staff; Information Technology; Institutional Research; Business and Community Programs, to name a few. The kick-off meeting for the new team will be August 30. The plan is to meet once a month for the fall and spring semester, with the intentions of doing a mid-year report and presenting to the Board in the future about our progress. Ms. Brown concluded that it is important that we educate our community about the value of Oakton and community colleges in general.

Chair Stafford thanked Dr. Warmann and Ms. Brown for their report stating that this is a great approach. Next, Chair Stafford asked what percentage of new Oakton students come from the high schools in our district. Ms. Brown replied that we get about sixteen percent of the market share, approximately 2,000 of our 3,000 new students every year are from the high schools in our district. Chair Stafford noted that there is a lack of knowledge among consumers about the cost to attend Oakton. For example, a vast majority of our engineering students are able to transfer to the University of Illinois', College of Engineering. In terms of marketing, that is a great example of the quality and value of this institution. We need to be sure to get those kinds of messages out

to the community. Chair Stafford said that after attending many world class institutions and attending Oakton, he said he found very little difference, because the quality of education at Oakton is wonderful, and he again reiterated that we need to get that message across. Ms. Brown said that it is more than just convincing the community about the quality of Oakton, but it is the image of community colleges in general. She said that there are a number of different ads out there talking about the quality of education at Oakton; there are success stories about our students that transfer; we have the engineering pathways program with the University of Illinois, which has gotten a lot of traction in our high schools because families realize how expensive it is to go to that university. Trustee Frank asked if we were also targeting private schools in the district. Ms. Brown replied that they do visit every private school in our district, although we do not get the numbers because the private schools are smaller, and their students primarily go to four-year private and religious colleges.

Trustee Burns said that she liked the statement about how we no longer can assume that people in the community know the value of Oakton. She asked questions as to why students come to Oakton; what types of students do we attract and what types do we want to attract. Trustee Burns said that community colleges are a diamond in the rough, and she feels that marketing is huge in relaying that message. Trustee Burns asked specifically about the students who graduate from Evanston Township High School (ETHS) every year; do we have any data as to where are they going. Ms. Brown responded that she will provide the data that Trustee Burns is asking for in relation to our current student population. She said that the top three reasons students say they come to Oakton are: 1) to save money; 2) to be close to home and 3) they are not sure what they want to major in. Trustee Burns noted that if we look at the demographics of the students at ETHS, there is a significant portion of those students that go nowhere. They are not going to college, or the armed forces, and are not working. We have a lot of young people from twenty-five to twenty-seven years old that are cashiers, that is under employment. Trustee Burns said that she agreed with Chair Stafford that people do not understand the value of what Oakton has to offer. Trustee Burns hopes that the SEM team will look at other targeted groups of students that we may be able to lure into coming in to Oakton.

Dr. Warmann mentioned that in relation to enrollment, if enrolled students are presented with a work opportunity, they may ‘stop out’, and we want to make sure that those students stay connected, stay enrolled otherwise, they may not come back. Chair Stafford again thanked Dr. Warmann and Ms. Brown for their presentation. President Smith said that one of our strategic objectives under Planning Matters is the development of a Strategic Enrollment Management Plan. This is the beginning of the implementation of our Strategic Plan, one of the key components which is part of the broader Strategic Plan. Chair Stafford concluded by saying that the Board is extremely interested in the new marketing plan which will be presented to the Board at the October 17, 2017 Board meeting.

Public Participation: Mr. Bill Strond – Ideas for proactive flood management at the Des Plaines campus.

In the absence of Trustee Salzberg, who is the Secretary of the Board, Trustee DiLeonardi will act as the Secretary.

8/17-1a Approval of Consent Agenda

Ms. Tennes offered:

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

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

8/17-1b Approval of Consent Agenda Items 8/17-2 through 8/17-9

Mr. Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 8/17-2 through 8/17-9 as listed in the Consent Agenda.”

8/17-2 Ratification of Payment of Bills for June 2017 (Including Approval of Travel)

"Be it resolved that the Board of Trustees of Community College District 535 hereby ratifies expenditures and release of checks by the Treasurer of Community College District 535 in the amount of \$8,693,003.74 for all check amounts and for all purposes as appearing on a report dated June 2017."

8/17-3 Ratification of Payment of Bills for July 2017 (Including Approval of Travel)

Be it resolved that the Board of Trustees of Community College District 535 hereby ratifies expenditures and release of checks by the Treasurer of Community College District 535 in the amount of \$7,088,171.59 for all check amounts and for all purposes as appearing on a report dated July 2017."

8/17-4 Acceptance of Treasurer's Report for June 2017

"Be it resolved that the Board of Trustees of Community College District 535 receives for filing as a part of the College's official records, the report of the Treasurer for the month of June 2017."

8/17-5 Authorization of Budget Transfers

"Be it resolved that the Board of Trustees of Community College District 535 approves budget transfers in accordance with Illinois Compiled Statutes 110 ILCS 805/3-20.1."
Education Fund-01: \$480,132 to and from 01 accounts as listed on pages 3-11 of item 8/17-5 in the August 2017 agenda book;
Operations & Maintenance Fund-02: \$315,500 to and from 02 accounts as listed on pages 12-13 of item 8/17-5 in August 2017 Agenda book;
Operations & Maintenance Fund (Restricted)-03: \$233,000 to and from 03 accounts as listed on page 14 of item 8/17-5 in August 2017 Agenda book;
Auxiliary Enterprises Fund-05: \$102,537 to and from 05 accounts as listed on pages 15-16 of item 8/17-5 in August 2017 agenda book: total: \$1,131,169."

8/17-6 Acceptance of Quarterly Report on Investments

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

8/17-7 Ratification of Actions of the Alliance for Lifelong Learning Executive Board

"Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a and b, and hereby approves the expenditures in the amount not to exceed \$50,250.58 for all funds listed in item a."
a. Salary payments in the amount of \$50,250.58 for part-time teaching services for the Alliance for Lifelong Learning Summer 2017.
b. Salary rescinds in the amount of \$2,204.13 for part-time teaching services for the Alliance for Lifelong Learning Summer 2017.

8/17-8 Supplemental Payment of Professional Personnel – Summer 2017

1. "Be it resolved that the Board of Trustees of Community College District 535 approves the adjustments of part-time faculty 2017 summer semester salaries in the amount of \$ 1,988.79, resulting in a revised total of \$ 1,733,754.18."
2. "Be it further resolved that the Board of Trustees of Community College District 535 approves the adjustments of overload faculty 2017 summer semester salaries in the amount of \$7,515.81, resulting in a revised total of \$1,882,827.52."

8/17-9 Approval of Clinical Practice Agreements

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

Physical Therapy Assistant and Health Information Technology

Select Rehabilitation LLC

Genesis Eldercare Rehabilitation Services, LLC DBA Genesis Rehab Services

ATI Holdings, LLC

Athletic and Therapeutic Institute of Naperville, LLC

Northwest Community Hospital

For the Health Information Technology Program

Northwest Community Hospital
 Northshore University Health System
Human Services Program
 Advocate Health and Hospitals Corporation d/b/a Advocate Lutheran General Hospital
For the Nursing Program
 Divine Word Residence
 Northshore University Health System
 Presence Health Network
 Presence Resurrection Nursing and Rehabilitation Facility
For the Early Childhood Education Program
 Community Consolidated School District 62, Westerhold Early Learning Center.”

Ms. Tennes seconded the motion; Dr. DiLeonardi called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

8/17-10 Authorization to Approve August Purchases

Ms. Tennes offered:

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

Agenda

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
8/17-10a	1 - 2	Sanitary Lift Station Replacement	Martam Construction, Inc.	\$ 553,564.00
8/17-10b	1	Waste Removal Services - One Year Contract Extension	Waste Management	\$ 45,000.00
8/17-10c	1	Consulting Services for Human Resources Operations	GovTempsUSA, LLC	\$ 45,000.00
8/17-10d	1 - 2	Ratification of Printing Two Issues of the Class Schedule	KK Stevens Publishing Company	\$ 66,242.36
8/17-10e	1	Desire2Learn - Two Year Contract Extension	Desire2Learn, LTD.	\$ 337,280.00
Grand Total				\$ 1,047,086.36.”

The motion was seconded by Mr. Kotowski; Dr. DiLeonardi called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

8/17-11

Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Natural Areas Restoration; b) Autoclave; c) Ellucian Consulting Services; d) Microsoft Campus Agreement; e) Network Associates/McAfee Antivirus Software Updates/Support; f) Abatement Services for Skokie Campus Basement. No action was taken.

8/17-12

Award of Tenure

Mr. Chan offered:

“Be it resolved that the Board of Trustees of Community College District 535, by the authority vested in it by the State of Illinois, hereby grants tenure, effective after the completion of the Spring 2017 semester, to the following faculty:

Kristin McCartney, Associate Professor of Humanities/Philosophy; and Boguslaw Zapal, Assistant Professor of Manufacturing.”

Dr. DiLeonardi seconded the motion.

Dr. Ileo Lott, Vice President of Academic Affairs, stated that he is excited to make these recommendations and introduced both faculty members who were in attendance.

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

The motion carried; Student Trustee Chan favored the resolution.

8/17-13

Authorization to Appointment Interim Chief Human Resources Officer

Mr. Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves a stipend of \$1,700.00 per month for each month served as the Interim Chief Human Resources Officer, commencing on August 16, 2017.”

Ms. Tennes seconded the motion. Dr. DiLeonardi pointed out that a name and the word ‘appoint’ were missing from the resolution that was just read. After a brief discussion, Ms. Tennes read the following amended version of the resolution into the record:

“Be it resolved that the Board of Trustees of Community College District 535, appoints Dr. Colette Hands to serve as the Interim Chief Human Resources Officer, for a stipend of \$1,700 per month for each month served.”

Dr. DiLeonardi seconded the amended motion. On behalf of the Board, Ms. Tennes thanked Dr. Hands for her willingness to step in and assist the institution in this very important role. She also expressed her pleasure with the partnership with GovTemps (Purchase 8/17-c). Ms. Tennes said that she is familiar with the firm and thinks they are an excellent resource. President Smith also thanked Dr. Hands for being willing to step into the role on an interim basis as we search for the next Chief Human Resources Officer.

Mr. Frank	Aye
Ms. Burns	Aye
Ms. Tennes	Aye

Mr. Stafford Aye
Dr. DiLeonardi Aye
Mr. Kotowski Aye
Mr. Salzberg Absent

The motion carried; Student Trustee Chan favored the resolution.

8/17-14 Authorization to Hire a Chief of Police and Emergency Management

Mr. Frank offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorize the appointment of Mr. Marvin Bornschlegl as Chief of Police and Emergency Management effective August 21, 2017, at an annual salary of \$90,000. That salary will be prorated for the period of August 21, 2017 through June 30, 2018.”

Mr. Kotowski seconded the motion; Dr. DiLeonardi called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

8/17-15 Authorization to Hire a Dean of Curriculum and Instruction

Ms. Tennes offered

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the appointment of Ms. Ruth Williams as Dean of Curriculum and Instruction, effective September 1, 2017, at an annual salary of \$114,000. That salary will be prorated for the period September 1, 2017 through June 30, 2018.”

Mr. Kotowski seconded the motion.

Dr. Ileo Lott commented that he looks forward to Ms. Williams’ continued good service. She has been a member of the faculty, a department chair, an excellent dean of science and health careers, we look forward to this next chapter.

Dr. DiLeonardi called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

8/17-16 Authorization to Approve the Tentative Collective Bargaining Agreement between the Oakton Community College Board of Trustees and the Oakton Community College Fraternal Order of Police Association

Ms. Tennes offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve the tentative agreement with the Oakton Community College Fraternal Order of Police Labor Council (FOP), effective July 1, 2016 through June 30, 2020.”

Mr. Frank seconded the motion.

President Smith stated that she was very pleased to be able to bring this resolution to the Board for ratification.

Dr. DiLeonardi called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

8/17-17

Authorization to Approve the Tentative Collective Bargaining Agreement between the Oakton Community College Board of Trustees and the Oakton Community College Classified Staff Association

Mr. Frank offered

“Be it resolved that the Board of Trustees of Community College District 535 approve the tentative agreement with the Oakton Community College Classified Staff Association (OCCCSA), effective January 1, 2017 through December 31, 2020.”

Ms. Tennes seconded the motion.

President Smith stated that she was very pleased to be able to bring this resolution to the Board for ratification. Trustee Frank thanked former Chief of Human Resources, Mum Martens for her part in both this and the FOP negotiations.

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

The motion carried; Student Trustee Chan favored the resolution.

8/17-18

Acceptance of Grants

Ms. Tennes offered:

"Be it resolved that the Board of Trustees of Community College District 535 accept the attached resolutions, 8/17-18a through 8/17-18e, for the following grants:

- a. Illinois Community College Board Carl D. Perkins Career and Technical Education Improvement Act Grant in the amount of \$229,829;
- b. Illinois Community College Board Adult Education and Family Literacy Grant (State Funding) in the amount of \$973,920;
- c. Terra Foundation in the amount of \$20,000;
- d. Illinois Community College Board Bridging the Gap Grant in the amount of \$7,500;

e. Illinois Community College Board Dual Credit Enhancement Grant in the amount of \$10,000; For a total of \$1,241,249.”

Mr. Frank seconded the motion.

There was a question as to whether the college would actually receive this amount of money. Ms. Roxann Marshburn, Director of Grants and Alternative Funding, noted that the college has already received the funds that are listed.

A voice vote was called and the motion passed unanimously.

8/17-19 Approval of Policy Revisions

Mr. Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves the revisions to Policy 4111 and Policy 4212.”

Ms. Tennes seconded the motion; Dr. DiLeonardi called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

Adjournment

Chair Stafford announced that the next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will held on Tuesday, September 19, 2017 beginning at 7:30 p.m. at the Des Plaines campus, 1600 E. Golf Road, in room 1506.

There being no further business before the Board, Chair Stafford asked for a motion to adjourn the meeting. Before adjourning, Trustee Frank stated that he appreciated the video of the flood that was presented at the meeting. He said that this is the second flood that the Des Plaines campus has experienced during his term as a trustee, and he feels this issue needs to be addressed in a more formal manner. There was a suggestion that President Smith put together a task force charged with examining all aspects associated with flooding on the campus, with a report to the Board before the end of the first quarter of 2018.

Trustee Tennes made the motion to adjourn the meeting, which was seconded by Trustee Burns. A voice vote was called and the meeting was adjourned at 9:00 p.m.

William Stafford
William Stafford, Chair

Joan DiLeonardi
Joan DiLeonardi, Acting Secretary

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8/2017

A video recording of the August 15, 2017 meeting was made and may be viewed by calling the Media Services office at (847) 635-1998.