

**Minutes of the Oakton Community College Board Meeting
December 5, 2017**

The 728th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, December 5, 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 6:40 pm. in room 1502, Chair William Stafford called the meeting to order and asked Trustee Benjamin Salzberg, Secretary of the Board, to call the roll:

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

Chair Stafford asked for a motion to go into closed session under the following exceptions to the Illinois Open Meetings Act: the purpose of considering the appointment; employment; compensation; discipline; performance; dismissal of employees; pending litigation; leasing of real property for the use of the public body; setting of a price for sale or lease of property owned by the public body; and collective negotiating matters. Trustee DiLeonardi made the motion, which was seconded by Trustee Tennes.

Trustee Salzberg called the roll:

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

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

At 7:25 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 7:35 p.m. in room 1506. Trustee Salzberg called the roll:

Mr. Stafford	Chair	Present
Dr. DiLeonardi	Vice Chair	Present
Mr. Salzberg	Secretary	Present
Mr. Frank		Present

Mr. Kotowski	Present
Ms. Tennes	Present
Ms. Burns	Absent
Mr. Chan	Present

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

Chair Stafford talked about the ribbon cutting ceremony that was held earlier in the evening for the new monument signage at Golf and Central Roads. He thanked Trustee Salzberg, who he said was instrumental in urging the administration to consider replacing the signage.

Pledge of Allegiance – Trustee Salzberg

Approval of Minutes

Chair Stafford asked for a motion for the approval of the minutes of the Board meeting of November 14, 2017; Trustee Frank made the motion, which was seconded by Trustee Tennes. A voice vote was called and the minutes were unanimously approved.

Statement by the President

President Smith welcomed everyone and asked for introductions:

Classified Staff present included: Kathleen De Courcey, College Relations, and President of the Classified Staff Association; Philip Cronin, Media Services; Eileen Cukierski, President’s Office; Krissie Harris, Student Life; Simi Khurana, Student Life; Anna Shipulina, Academic Affairs; 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; Susan Anderson, Professor, Biology; Amy Blumenthal, Professor; English; Kathleen Carot, Professor, Humanities, Speech and Theater; Joe Cironne, Professor, Mechanical Design; Margaret Gas, Professor, Nursing; Majid Ghadiri, Professor, Electronics and Computer Technology; Nicole Perry, Professor, Biology; Jennifer Strehler; Professor, Mathematics; and Bill Strond, Professor, Biology.

Adjunct Faculty present included: Cheryl Thayer, Lecturer, Liberal Arts and President of the Adjunct Faculty Association; David Arieti, Lecturer, Biology; John Bishop, Lecturer, Liberal Arts; Cindy DelMedico, Lecturer, Business; Randy Felsenthal, Lecturer, Business; Mary Hope Griffin, Lecturer, Humanities and Philosophy; and Vice President of the Adjunct Faculty Association; Valerie Krejcie, Lecturer, Geography; Chris Langone, Lecturer, Speech; Mary Obernesser, Lecturer; Biology; and Ruth Whitney, Lecturer, Library.

Administrators present included: Sebastian Contreras, Jr., Dean, Student Success; Colette Hands, Associate Vice President, Continuing Education and Workforce Development; and Interim Chief Human Resources Officer; Ruben Howard, Director, Workforce and Continuing Education; Jake Jeremiah, Assistant Dean, Library Services; Linda Korbel, Dean, Liberal Arts; Raymond Lawson, Dean, Online Learning; Roxann Marshburn, Director, Grants and Alternative Funding; Paul Palian, Director, College Relations; Juleta Patrick, Assistant Vice President, Student Affairs; and Dean, Access, Equity and Diversity; Doreen Schwartz, Director, Business Services; Bob Sompolski, Dean, Mathematics, Computer Science and Engineering; and Acting Dean, Natural Science and Health Careers; Ruth Williams, Dean, Curriculum and Instruction; and Brad Wooten, Dean, Skokie Campus; and Dean of Business and Career Technologies.

Guest: Fred Salzberg, Father of Trustee Benjamin Salzberg, and a retired faculty member of the college.

President Smith encouraged everyone to visit the photo display outside of the Library that outlines the description of the materials that were chosen for the new monument signage. This was a project that was done by students in Assistant Professor Erick Rohns', art and design, classes. President Smith offered congratulations to Patrick Dunn, Health Information Technology instructor, and his wife Dawn, on the birth of their second daughter Kinsley Dorothy. President Smith thanked everyone who participated in the Empty Bowls event on December 2, which raised \$26,569 for local food pantries. President Smith congratulated Oakton student Anum Karim, who won second place in the poetry division of the Skyway Writer's Workshop with her poem, 'A Letter to My Future Daughter'. Several weeks ago Oakton's Biology and Math departments each won a \$10,000 Digital Learning Innovation award, after being selected from sixty submissions in the second year of that competition. Professors Nicole Perry and Jennifer Strehler, each gave the two minute presentation that they presented at the awards ceremony. The Biology project incorporated BioBeyond in Biology 101; and the Math presentation was related to the Emporium Model for math courses. Trustee Frank asked if this type of model would eventually be expanded to more advanced courses. Professor Strehler responded that they have looked into and worked with Math 140, college algebra, to consider if that would work.

President Smith noted that the end of the semester Study Breakfast was currently taking place at both the Des Plaines and Skokie campuses. Students who attend will take advantage of extra tutoring, a full breakfast and fun stress relieving activities. The Educational Foundation's Holiday Review event, 'Much to Sue about Nothing' will be held on January 20, in the Footlik Theater at the Des Plaines campus. Reserved seats are \$50, with all proceeds supporting the Oakton Educational Foundation. A new art exhibit goes on display December 7, 'Gems from the Koehline: Non-Objective Art by Medard Klein', and will be on display until January 19, 2018. President Smith concluded her report by wishing everyone a wonderful holiday season surrounded by family and friends, and hope for peace for the New Year.

Student Trustee Report

Student Trustee Brian Chan reported that students are gearing up for finals and preparing for end of the year assignments. On November 16, Oakton hosted the Phi Theta Kappa induction ceremony; there were over 100 inductees this semester, and over 4,000 inductees throughout Oakton's history. Also on the 16th, Sam Brinton, a LGBTQ activist and nuclear engineer from MIT, hosted a moving discussion in the Student Center regarding conversion therapy. On November 21, Oakton hosted Volunteer Day on Student Street, where students signed up to volunteer at various events and companies throughout the community. On December 5, the Black Student Union and the African Club hosted an informational Kwanzaa event. Spring 2018 orientation is approaching quickly, and the Office of Advising, Transitions and Student Success are gathering orientation leaders to host programs. Mr. Chan also spoke about the Study Breakfast that was taking place; and he wished everyone a great winter break and a Happy New Year.

Comments by the Chair

Chair Stafford commented on the college's Moody's rating and spoke about the resolution on the agenda authorizing the college to go to the market for more debt to improve our capital facilities. The Moody's rating that we got for this was a triple A, with a stable outlook. By having this rating, it saves the college money and is a real credit to the management of the college. Chair Stafford complimented President Smith and Vice President Chandrasekar, for the great job they have done. Chair Stafford read a sentence out of the rating from Moody's: "the stable outlook reflects the district's low reliance on state operating aid, the resumption of state aid distributions, and management's conservative budgeting." He noted that this is a tribute to the management at the college, and that we are blessed as an institution to receive this kind of a financial rating.

Report: Academic Affairs Curriculum Overview

Dr. Ileo Lott, Vice President for Academic Affairs, began by commenting that curriculum planning is not as simple as it may seem. What lies under every curriculum decision that is made, entails hundreds and hundreds of pages of state and sometimes federal policy. Dr. Lott read the following Higher Learning Commission (HLC) assumed practice: 'faculty shall participate substantially in oversight of the curriculum, in development and implementation, academic substance, and currency, relevant for internal and external constituencies.' Dr. Lott introduced Kathleen Carot, Professor of Humanities, Speech and Theater; Majid Ghadiri, Professor of

Electronics and Computer Technologies; Ms. Ruth Williams, Dean of Curriculum and Instruction; and Ms. Anna Shipulina, Curriculum Navigator; to present the level of thought and partnership that it takes to make our curriculum possible.

Ms. Anna Shipulina, began by stating that Oakton's curriculum is rich and diverse. We have something to offer to everyone in our community, whether it is a recent graduate from a high school who comes to Oakton to continue their path to higher education; a professional interested in upgrading their skills or changing their career; a misplaced worker who comes to college to learn new skills and return to the workforce; or a recent immigrant who comes to learn English, like Ms. Shipulina herself did several years ago. Our curriculum is not static, it is dynamic, vibrant and is constantly evolving to reflect the social landscape and technological advancements. We have credit and non-credit classes and programs. The credit curriculum consists of baccalaureate or transfer degree programs that include courses in thirty-three different disciplines. We also have twenty-eight different career degree programs, and over ninety career certificate programs; it is a very large curriculum on the credit side. The non-credit side has a lot to offer as well. Adult Education; Community and Workforce Education; Continuing Education for Healthcare Professionals; Workforce Education and Corporate Training. The curriculum development process is rigorous and well-structured to ensure high quality and the best educational opportunities for our students.

Professor Kathleen Carot, stated that faculty is the starting point of curriculum development. An individual member or a group of faculty, will have an idea for a new course or program, or a significant revision to a current course or program. The inspiration for these new ideas will differ depending on the curriculum. Transfer programs often will be in response to changes, disciplinary trends, or to bring our curriculum in line with our transfer institutions in order to assist our students. In the career programs, faculty will work in collaboration with Workforce Development, with district employers, and most especially with their advisory committees. Once the curriculum is developed to the point where a syllabus is drafted, paperwork is filled out, and the next step is to bring it to a member of the curriculum committee, or a disciplinary specialist from the curriculum committee, or someone from OPAL (Oakton's Program for Assessment and Learning) who, if need be, will consult and help to refine the proposal. Next it goes to the department program chair person, or coordinator; to the division dean, and then to the curriculum committee for review and approval. Lastly, the proposal will go to the Council of Deans, the Vice President of Academic Affairs, and the President for final approval.

Professor Carot continued by stating that the beating heart of curriculum development at Oakton Community College is the Curriculum Committee. The Committee is comprised of two co-chairs, one representing the transfer disciplines, another representing the career disciplines; a voting member who is an adjunct faculty member; and eleven full-time faculty members who each represent a particular disciplinary group. In addition to that, there are three ex-officio members of the committee, our Director of Continuing Education and Workforce Development, Mr. Ruben Howard; Ms. Anna Shipulina; and Dean Ruth Williams. The function of the Curriculum Committee is not just to review the proposals of colleagues and give them a yay or nay, or to make suggestions for improvement, but to also communicate back to our faculty constituents about changes to our curriculum.

Professor Majid Ghadiri elaborated about the process by noting that when the material comes in, it is distributed to committee members for review. It is gone through and looked at to make sure that if there are transfer courses, they follow Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of courses between participating institutions. Ms. Shipulina next spoke about a series of other steps that need to be done in order for the courses and curriculum go live. We want to make sure that other institutions will accept our courses for transfer. Currently, 140 of Oakton's general education courses are IAI approved, and approximately 50 courses are approved as major courses. Most of Oakton courses that are not part of IAI do transfer anyway. This is accomplished through individual articulation agreements. We send these agreements to over forty colleges in Illinois and nearby states. For degrees and certificates, the process is even more involved. All degrees and certificates offered by the college must be approved by the Illinois Community College Board (ICCB). Degrees require approval by the Illinois Board of Higher Education. All new degrees and certificates of over thirty credit hours must be submitted to ICCB, they have to be approved by our own Board of Trustees, which ensures, again,

the quality of the programs. The application for new program approval includes feasibility, curriculum quality and cost analysis. In particular for the feasibility study, we need to do a labor market analysis and demonstrate convincing evidence of market need of a particular program. The college also must provide documentation and data to support all the submissions. Depending on the nature, size and method of delivery, new curriculum can also require HLC notification and/or approval. After all of these steps are completed, we then notify everyone in the college community about these changes, so everyone is on the same page. The registrar, financial aid, academic advisors, and all faculty, must know about all of the curriculum in order to help students participate in the new programs. Professor Ghadiri explained that every five years, programs go through the process of a review. Course and program assessment is done on an annual basis. Through OPAL, we have been doing that for every course, we go back and make sure that the learning objectives are updated. We do ask our advisory committees to give us some feedback, where we are, and what if any, are the next steps.

Dean Williams talked about the preview on the agenda of the Associate in General Studies degree. This degree provides an opportunity for Oakton to offer a new flexible associate's degree. This degree is an option for students, particularly those that are seeking certificates. This would allow us to package certificates with general education courses, and particularly general education courses that complement their certificate or their path. It improves their employability. Even though they may earn a certificate, and there is a demand for that, the general education courses complement that so that they are developing the skills that employers are looking for such as: critical thinking, communication, literacy, and responsibility. It improves wages, as somebody who earns an associate degree has the potential to earn on average about \$21 an hour in our district. It also provides an opportunity for a student to pursue personal academic growth advancement. This would be a good starting degree for a student who is not sure what they want to do yet. They can explore the curriculum a little more while still be on a pathway to earn an associate's degree. It is different than a number of our other associate degrees in that it is a required component of this degree that the student has to meet with an academic advisor, and develop a long term academic plan. Dr. Lott or Dean Williams, would have to approve that plan before they could change their program of study. Because it is a custom flexible degree we need to make sure that it is built for their particular needs. Although this is not necessarily considered transferable, they can transfer the degree. If they decide after they earn this degree that they want to continue working on this pathway and go for a bachelor's degree, which a large number of our students do, they have the option to do that. They will be subject to a little different admission process as they may not have a guaranteed admission, instead they might be subject to a line by line audit, only because again there is a certificate wrapped into this and some of the general education requirements are a bit broader to meet some of the requirements.

Dean Williams gave an overview of the future plans in curriculum, saying that they are reviewing and documenting their processes, and updating them to make them as paperless as possible. A lot of the processes are very paper oriented and paper heavy, and the goal is to make them electronic. We are developing an internal curriculum committee webpage, and to move articulation of transfer courses to a paperless process as well. It can take up to two years to process new curriculum, especially new career and technical education programs. Dean Williams said that they are also reimagining the college catalog and will be sending out a survey to students in the spring and are developing a catalog committee as we want to look at creating an interactive online catalog. In conclusion, Dean Williams said that curriculum is the core of what we do. Faculty helps to nurture that curriculum so that it benefits all students.

Chair Stafford said that because of the nature and the changing of the technology, it is totally revolutionizing how we teach people. Dean Williams commented that Dr. Raymond Lawson, the new dean of online learning, will be instrumental in helping us keep pace with the changing technology as it relates to curriculum. Professor Carot noted that one important principle in terms of curriculum is to make sure that when we approve a new course or program, that the curriculum is adaptable to different delivery methods. Therefore, a student will get a comparable experience, whether it is an online class, a flipped classroom, or a more traditional method. Trustee DiLeonardi commented on the associate in general studies, stating that it is so refreshing because we have approved a lot of certificate programs that were for good jobs, but basically a dead end because it could not be built on. With the move toward stackable credentials, this really gives a pathway for people who get a certificate, get a job doing what they like, but who may want to move on after a few years, want to do something else, which

is a brilliant concept. It was shared by Professor Ghadiri that there may be approximately 700 students who could have that degree right now if they enroll back to Oakton. Trustee Frank asked if the college is publicizing that this degree will be available as there might be people in the community who would take advantage of it. Dean Williams said that there are still a number of steps after the Board approves the curriculum. The state has to approve it as well as HLC. When ready, this degree will be advertised as there may be students that are a few classes or a certificate away from earning this degree. The students will still have to meet with an advisor and do their academic planning to finish out the requirements. Dean Williams said that they went back and did a past search over the last five years and there definitely are students who would benefit from this degree.

Public Participation

Professor Bill Strond gave a brief summary of activities to increase biodiversity on the Des Plaines campus.

President of the Adjunct Faculty Association, Cheryl Thayer, spoke about the tentative collective bargaining agreement between the college and the Adjunct Faculty Association, specifically as it relates to affiliated, current and future adjunct faculty's access to affordable health care coverage.

12/17-1a Approval of Consent Agenda

Trustee Tennes offered:

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

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

12/17-1b Approval of Consent Agenda Items 12/17-2 through 12/17-4

Trustee Tennes offered:

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

12/17-2 Ratification of Payment of Bills for November 2017 (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 \$5,139,428.13 for all check amounts and for all purposes as appearing on a report dated November 2017."

12/17-3 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 \$7,139.63 for all funds listed in items a and b."

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

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

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

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

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

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

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

The motion carried; Student Trustee Chan favored the resolution.

12/17-5

Approval of Board Meeting Schedule for Calendar Year 2018

Trustee Kotowski offered:

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

January 16, February 20, *March 20, April 17, May 22, June 26, August 21, September 25,

*October 16, November 13, and December 11.”

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

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

Trustee Chan seconded the motion.

Trustee Frank commented that in his opinion, the time between the June 26 and August 21 meetings is too long. A lot of things can happen within that time period as did this past summer between the flood and the resignation of Chief Human Resources Officer, Mum Martens. He would like the Board to consider having the August meeting earlier than the 21st. President Smith noted that typically, the August meeting is at the start of the fall semester, and that July is a month where many people on campus, faculty and administrators, take their vacations, Board members do as well, which makes it difficult to schedule a summer meeting. She did note that this past summer we did have some challenges in July, but not anything that would have changed if we would have had a Board meeting. Trustee Tennes commented that it is always the chairman’s prerogative, based on the recommendation of the president, or any trustees, to call a special meeting.

Trustee Tennes said that she was delighted that the March and October 2018 meetings will be held at the Skokie campus, but from an equity standpoint, she would prefer either a January or February meeting be held there instead. There are eleven meetings a year, and she feels that we need at least three meetings in Skokie. Trustee Frank agreed with Trustee Tennes adding that he feels we should have more on the eastern side of the district, maybe even in Evanston.

Trustee Tennes said that we have to our hold meetings on our own campuses, there is no reason to move meetings off site. The idea of having more Board meetings at the Skokie campus is to heighten awareness of that campus and to show our commitment as a Board to the importance of that campus.

Chair Stafford suggested passing the resolution as it is now, and asked Trustee Tennes to look at the calendar and come back with alternative dates. Trustee Tennes offered February 20, May 22, and October 16 as the dates to hold meetings at the Skokie campus. President Smith suggested that we look at those proposed dates to see what is happening at the Skokie campus on those dates in order to make sure that we are able to accommodate those meetings. Trustee Tennes

reiterated her recommendation of February 20, May 22, and October 16. At this time, Chair Stafford asked for a second to amend the motion with the adjusted dates; Trustee Kotowski seconded the motion. Trustee Frank asked to make another amended motion that if it becomes necessary to have a special meeting, we could hold that meeting at the Skokie campus. Chair Stafford commented that currently, we do hold the majority of special meetings on that campus. Chair Stafford announced that the Board has amended the resolution to hold the meetings on February 20, May 22 and October 16 at the Skokie campus.

Trustee Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

12/17-6 Authorization to Approve a December Purchase

Student Trustee Chan offered:

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

Trustee Salzberg seconded the motion.

Trustee Tennes asked why the college has used this particular vendor for such a long time. She stated that we are in the Chicago metropolitan area, there are so many different options for purchasing, why is this the sole source. President Smith asked the manager of Business Services, Ms. Doreen Schwartz, to provide some history on the college’s relationship with Forward Space. Ms. Schwartz explained that for over 30 years, the standard for furniture for the college has been Steel Case. Steel Case is one of the leaders in the manufacture of educational furniture. While there are a variety of furniture dealers in the Chicago area, there are very few that carry the Steel Case line. Over the years there have been other dealers who have also carried that line, but many have consolidated or have gone out of business. Forward Space was previously one of them and so was Office Concepts, and they combined to make one company. It is actually, with this purchase, not just the purchase of furniture, it has to do with the time that we spend designing and selecting, and working with the architect. The pricing from them is based on consortium pricing through the U. S. Communities consortium. Chair Stafford noted that this is similar to a state bid, Ms. Schwartz replied that yes it is.

Trustee Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

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

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Travel for Baseball Team; b) Edge Network Equipment and Blade Servers; c) Backup Software Support and Maintenance Renewal-One Year Contract; d) IP Telephony annual Support and Software Assurance Agreement Renewal-One Year Contract; and e) Early Alert Student Software Renewal-Three Year Contract.

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

Trustee Kotowski offered:

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

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

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

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

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

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

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

“That the Board adopt the Certificate Resolution entitled:

RESOLUTION of Community College District No. 535, County of Cook and State of Illinois, authorizing and providing for an Installment Purchase Agreement for the purpose of financing various capital projects in and for the District, and authorizing and providing for the issue of \$5,015,000 General Obligation (Limited Tax) Debt Certificates, Series 2017, of said Community College District, evidencing the rights to payment under such Agreement, prescribing the details of the Agreement and Certificates, and providing for the security for and means of payment under the Agreement of the Certificates, and authorizing the sale of the Certificates to the purchaser thereof.”

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

Trustee Tennes seconded the motion.

A question was raised by Trustee Tennes about the verbiage of one of the sentences in the resolution which states: “Secretary of the Board (the ‘Secretary’) to execute and attest, respectively, the Agreement on behalf the District and to file same with the Secretary in her capacity,” the question being that Ms. Eileen Cukierski, who is Secretary to the Board; whereas Benjamin Salzberg is Secretary of the Board. Chair Stafford said that he believes that legally, Trustee Salzberg, who is the Secretary of the Board, is the one that should be referred to in the resolution, which would require that the word ‘her’ should be replaced with ‘his’. Chair Stafford asked that administration confer with counsel and correct the text.

Trustee Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

12/17-9

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

Student Trustee Chan began by reading resolution 12/17-9a, Authorizing the hiring of Mr. James Humenik for the position of Professor of Law Enforcement. Because there were two faculty members slated to be hired, he was asked to read resolution 12/17-9, which included the information for both hires:

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

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

Trustee Frank seconded the motion.

Vice President for Academic Affairs, Dr. Ileo Lott, commented that both of these searches were a second go round, but he is very happy to bring these recommendations to the Board, as both candidates are dynamic individuals and will be assets to their respective areas.

Trustee Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

12/17-10 Preview and Initial Discussion of a New Unit of Instruction

Chair Stafford noted that this preview was specifically for the creation of the Associate of General Studies degree. He noted that Dean Ruth Williams did a wonderful job earlier in the meeting with the Board report that focused on the development of curriculum at Oakton, and where she outlined this program. This item will be brought back to the Board at the January meeting for approval.

12/17-11 Authorization to Approve the Tentative Collective Bargaining Agreement between the Oakton Community College Board of Trustees and the Oakton Community College Adjunct Faculty Association (OCC-AFA)

Trustee Frank offered:

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

Trustee Tennes seconded the motion.

President Smith thanked members of both of the teams who represented and worked collaboratively to bring this agreement together. Edwin Chandraseker, Linda Korbel and Ruth Williams were the administrative team. Cheryl Thayer, Ruth Whitney, John Bishop and Chris Langone were part of the Adjunct Faculty Association team. Mr. Chandraseker was very complimentary of the Interest Based Bargaining process, stating that it really helped both sides to understand each other’s interests. Chair Stafford commented that the Board really appreciates the adjunct faculty and noted that the institution could not operate at the level it does without them. We respect the work that they do and we are glad to come to an agreement. Trustee Frank thanked President Smith on all of the work that she had done this past year with the approval of four contracts and the HLC accreditation visit.

Trustee Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

12/17-12

Acceptance of a Grant

Trustee Tennes offered:

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

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

Adjournment

The next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535 will be held on Tuesday, January 16, 2018, beginning at 7:30 p.m. at 1600 E. Golf Road, Des Plaines, Illinois in room 1506.

Trustee Tennes made the motion to adjourn the meeting, which was seconded by Trustee DiLeonardi. A voice vote was called and the meeting was adjourned at 8:55 p.m.

Chair Stafford wished Happy Holidays to all.

William Stafford
William Stafford, Chair

Benjamin Salzberg
Benjamin Salzberg, Board Secretary

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12/2017

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