

**Minutes of the Oakton Community College Board Meeting
March 21, 2017**

The 719th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, March 21, 2017 at the Oakton Community College Des Plaines Campus, 1600 E. Golf Road, Des Plaines Illinois.

Closed Session

At 6:45 p.m. in room 1502, Chair Tennes called the meeting to order; Secretary DiLeonardi called the roll:

Ms. Ann Tennes	Chair	Present
Mr. Bill Stafford	Vice Chair	Present
Dr. Joan DiLeonardi	Secretary	Present
Mr. Kyle Frank		Present
Ms. Patricia Harada		Present
Mr. Ben Salzberg		Present
Mr. Jody Wadhwa		Present
Mr. Patryk Swietek		Present

Chair Tennes asked for a motion to go into Closed Session for the purpose of considering the appointment, employment, compensation, discipline, performance, dismissal of employees, pending litigation, and collective negotiating matters. Trustee Stafford made the motion, which was seconded by Trustee Wadhwa; Secretary DiLeonardi called the roll:

Ms. Tennes	Aye
Mr. Stafford	Aye
Dr. DiLeonardi	Aye
Mr. Frank	Aye
Ms. Harada	Aye
Mr. Salzberg	Aye
Mr. Wadhwa	Aye
Mr. Swietek	Aye

Also 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. Mum Martens, Chief Human Resources Officer.

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

Open Session

Chair Tennes called the regular meeting of the Board of Trustees to order at 7:45 p.m. in room 1506.

Secretary DiLeonardi called the roll:

Ms. Tennes	Chair	Present
Mr. Stafford	Vice Chair	Present
Dr. DiLeonardi	Secretary	Present
Mr. Frank		Present
Ms. Harada		Present
Mr. Salzberg		Present
Mr. Wadhwa		Present
Mr. Swietek		Present

Pledge of Allegiance – Trustee Harada

Approval of Minutes

Chair Tennes asked for a motion for the approval of the minutes of the regular Board meeting of February 21, 2017. Trustee Harada made the motion, which was seconded by Trustee Salzberg. A voice vote was called and the minutes were unanimously approved as presented.

Statement by the President

President Smith welcomed everyone and asked for introductions of those present:

Classified Staff present included: Kathleen DeCoursey, College Relations and Classified Staff Union President; Philip Cronin, Media Services; Eileen Cukierski, President's Office; Mary Beth Finch, Office of Research and Planning; Teresa O'Sullivan, Access and Disability Resource Center; Anthony Ramos, Advising, Transitions and Student Success; Kathi Rosenberg, Purchasing; and Jesse Wallace, Media Services.

Full-time Faculty present included: Katherine Schuster, Professor, Education, and Full-time Faculty Union President; Eva De La Riva, Professor, Psychology; Judy Ferraro, Associate Professor, Health Information Technology; Lindsey Hewitt, Associate Professor, Anthropology and Humanities; Moritz Kellerman, Professor, Art; Michael Kristiansen, Professor, Modern Languages; Michelle Naffziger-Hirsch, Assistant Professor, Sociology; and Jhosa Pagulayan, Professor, Basic Nursing Assistant Training.

Adjunct Faculty present included: Mary Hope Griffin, Vice President of the Adjunct Faculty Association; Mary Ringstad, Lecturer, Speech and Theater.

Administrators present included: Michael Carr, Assistant Vice President, Academic Affairs; Sebastian Contreras, Jr., Dean, Student Success; Leanna Cuellar, Director, Student Learning and Engagement; Maya Evans, Executive Director, Research and Planning; Jacob Jeremiah, Acting Assistant Dean, Library; Mary Knight, Executive Director, Development and Educational Foundation; Linda Korbel, Dean, Languages, Humanities and the Arts; Mum Martens, Chief Human Resources Officer; Paul Palian, Director, College Relations; Doreen Schwartz, Director, Business Services; Bob Sompolski, Dean, Mathematics and Technologies; Cheryl Warmann, Director, Enrollment Services; Andy Williams, Controller; and Brad Wooten, Dean Social Sciences and Business.

President Smith offered condolences to Judy Banicki, Faculty Support at the Skokie campus, on the passing of her father Ronald Cummings; John Lund, Adjunct Faculty member in Math and Technologies, on the passing of his father Van Metre; and Renee Kozimor, Director of Software and User Services, on the passing of her mother Stella. Congratulations were offered to John Curtis, Manager, Media Services, and his wife Courtney, on the birth of their first child, James Toshio Curtis. Congratulations were given to Dr. Karl Brooks, Vice President of Student Affairs, who was recognized by NASPA with the national Community College Professional Award at their annual conference in San Antonio. President Smith presented to Controller, Andy Williams, the Certificate of Achievement for Excellence in Financial Reporting award from the Government Finance Officers Association. President Smith announced that Oakton student Sheetal Singh, was selected as a member of the 2017 All-USA Community College Academic Team. Only twenty students from more than 1,800 nominations were selected for this prestigious honor. Ms. Singh was also the highest scoring student from the state of Illinois, making her the 2017 Coca-Cola New Century Scholar. Ms. Singh will receive a \$5,000 scholarship, as well as an additional \$2,000 scholarship from the Coca-Cola Foundation, and will be presented her awards at the AACC Convention on April 24 in New Orleans. In sports, Men's basketball freshman guard Tafari Beckford was named Illinois Skyway Collegiate Conference (ISCC) Men's Basketball Player of the Year. Mr. Beckford also garnered First Team All-Conference honors along with guard Ryan Matthew. Freshman forward Marion Johnson and freshman guard Pat Hamilton were named to the All-ISCC Second Team. Three Oakton Women's basketball sophomores earned All-Conference accolades in post balloting by ISCC coaches; guard Mallory Gonzales earned first team recognition, while guard Atorena Michael and forward Doris Garcia were named to the ISCC second team. Staff

Day was held on March 15th; it was a wonderful opportunity for staff to come together to reinforce the message that each of us has a part in supporting student success. Oakton hosted the annual Regional Science Olympiad on March 18th. Many thanks to Gloria Liu for her coordination of the event, and to all of the volunteers who helped on that day. On March 24th, the Women's and Gender Studies Conference: 'In Challenging Times: Women, Activism and Leadership' will be held on the Des Plaines campus. The keynote speaker is Barbara Ransby, a noted activist, writer and scholar. For more information, contact Kathleen Carot, Coordinator, Women and Gender Studies. The current exhibit at the Koehnline Museum of Art is 'Gems from the Koehnline: New Acquisitions'. This exhibit showcases distinguished 20th century masters and also includes a rare 1926 portrait by Chicago artist Gregory Orloff, and a print by Chicago artist John Himmelfarb; the display runs through March 23rd. A reminder that Oakton's Six Piano Ensemble concerts will be held on Saturday, April 29 and Sunday, April 30. Tickets are available through Oakton's Box Office.

Master Plan Steering Committee Liaison Report

Trustee Harada reported that the Master Plan Committee continues to make progress in their meetings. The Phase One projects are moving along, which include the West End redevelopment; Student Street updates; moving the IT data center from the lower level to the second floor; all deferred maintenance; and the monument signage. There was much discussion about the priorities for the upcoming years, including Phases One and Two, as well as discussion over the flexibility of classroom space. In order to accommodate changes in the delivery of education, the library, student gathering spaces, and computer labs are all under review. Trustee Harada commented that the Committee has had some tough discussions, as all are really thinking about all of the priorities/possibilities, and about how the improvements are going to be used not only today, but ten, twenty, twenty-five years down the road. She also noted that it is wonderful to have all of the stakeholders of the college community involved and that there has been excellent feedback. Architects Perkins + Will are guiding the way and Trustee Harada feels that the end result is going to be wonderful. Trustee Frank noted that since Trustee Harada will be going off the Board in April, will there be a replacement for her on the Committee. Because Trustee Stafford is also a member on the Master Plan Committee, he will continue to keep the Board updated.

ICCTA Liaison Report

Trustee Kyle Frank reported on the March ICCTA meeting, which in an effort to curb expenses, was held at William Rainey Harper College. The meeting began with a round table discussion on how colleges are reacting to the state budget crisis, specifically handling layoffs. Trustee Frank met the new president of the College of DuPage, Dr. Ann Rondeau. He also spoke about presentations that were given by Elgin Community College and McHenry County College. Trustee DiLeonardi added that the presentation by McHenry College was on tandem courses. Trustee Frank continued that there was discussion in committees about the ICCTA budget; and the nursing programs, adding that there is a formal bill to allow bachelors of nursing degrees to be awarded by community colleges. The topic of the state law that went into effect January 1, 2017, requiring all newly elected trustees to have four hours of continuing education in years 1, 3, and 5 of their tenure was discussed. Chair Tennes inquired if the training is going to be a required classroom training or will there be an online option. Trustee Frank replied that there has been conversation about an online option, but that is not up and running at this time. There was discussion about Oakton providing our own training to new trustees, but the College would need to be certified in order to offer that type of training. At this point, ICCTA is a certified provider and they are going to be offering training at their regular meetings; the first such sessions at their annual convention on June 2 and 3. It was also noted that colleges may pool their resources in an attempt to offer certified instruction to trustees.

Student Trustee Report

Student Trustee Patryk Swietek reported that students were on spring break the week of March 13th. On March 20th there was another edition of 'Cookies and Conversation' with President Smith in the Student Center. Mr. Swietek said it is always great to have administration listen to student voices. During spring break some students went to work with Habitat for Humanity by taking part in a spring build in Mississippi. The students who went have reported back that it was a wonderful experience. Students also had the opportunity to partake in interviews for the Assistant Vice President/Dean of Access, Equity and Diversity position, as this position would impact

students directly. Mr. Swietek did note that students are looking forward to graduation in May. He thanked the members of the Board for their support and encouragement during his tenure, it was a great experience for him.

Comments by the Chair

Chair Tennes recognized and said she appreciated the opportunity to work with Student Trustee Swietek. She recalled many of the different student trustees that have all represented the study body with vigor and enthusiasm. Trustee Tennes commended Mr. Swietek on the terrific job he has done to bridge the Board and the student body, and to give meaningful and insightful reports every meeting. She thanked him for his service and wished him all the best in the future. Chair Tennes also thanked Patricia Harada for her dedicated and thoughtful service as a trustee during the last six years. Ms. Harada has been a very important voice and has shown remarkable leadership as the Board has faced some difficult issues during her tenure. Chair Tennes also expressed her gratitude for Trustee Jody Wadhwa's thirty years of service. Mr. Wadhwa had a hand in hiring two presidents, and has helped the institution, as well as his colleagues, through the years because of his life experiences and his different approach to issues. It is important to have varying points of views and varying lenses from which to approach issues. This is not yet goodbye; there will be a farewell celebration next month. Chair Tennes concluded that it was important for her to take a moment to reflect and thank all of those whose time at Oakton is coming to an end.

Report: Update on HLC Accreditation Process

Dr. Maya Evans, Executive Director of Research and Planning, presented to the Board, a brief update to the November 2016 report on the Higher Learning Commission (HLC) reaccreditation process. In November, there was a great deal of information about the structure of the committee that is overseeing the work, and some reporting about the process. The importance of accreditation, especially from HLC, is that it provides us with a formal opportunity to provide assurance to the quality of the education and of the staffing that Oakton provides. The aim is to review institutional processes and practices, and find areas where we can improve, and sometimes make adjustments before the evaluators come, and sometimes just being able to make a case for them about how we will improve going into the future. The accreditation process is important for certifying that we meet the requirements for offering federal financial aid to our students as well. There are several different components of the comprehensive evaluation. First, we start with an intensive self-study and reflection. We have had very large committees of faculty, staff and administrators looking at the criteria for accreditation and looking at all the different things that have happened at Oakton in the last ten years, and being able to present the rationale as to why we meet the case for accreditation. Dr. Evans explained that the Assurance Argument is a very long document that we write demonstrating that we meet the five criteria for accreditation, but there are other components as well. There is a Quality Initiative Report, where we have to report on our undertaking of a particular project in order to demonstrate intent, effort and improvement; and our Quality Initiative Report is on the Student Success effort. We also have to file the Federal Compliance Program document, which is certifying that we meet requirements in a lot of different areas: distance learning, financial aid, athletics, etc. We also provide an institutional data update that provides a variety of data related to enrollment, finances, faculty credentials, and so on. It all culminates for us in September 2017, in a visit by an external team of evaluators who will review all of the documents that we have prepared, then come on campus, interview us, and provide a recommendation to the HLC Board about our accreditation. The five criteria for accreditation are: Mission; Integrity: Ethical and Responsible Conduct; Teaching and Learning: Quality Resources and Support; Teaching and Learning: Evaluation and Improvement; and Resources, Planning and Institutional Effectiveness.

Oakton's case for accreditation has to show that our mission is foundational to our work and that all of our work is directed back to the mission; that it is publicly stated that our employees and students understand our mission and follow our mission. There are a number of different pieces of evidence to demonstrate that we have a commitment to excellence in teaching and learning, and that shared governance is our means of decision making; that we are including many different members of the college community in understanding and playing a role in decisions that are being made. We also are demonstrating a freedom of inquiry for faculty and students; that our faculty hold the appropriate credentials, that we have quality faculty in the classrooms and that we have effective courses and programs of study in which our students are enrolled; and to ensure that quality is ongoing; that we provide professional development to employees, and that we provide comprehensive academic and support

services. Finally, in the planning realm, that our expenditures along with our mission are guided by institutional planning; that we are reviewing our academic programs and our non-academic programs, evaluating them regularly and improving them; and that our financial, physical, and human resources are positioning the College for the future. There are a number of challenges that HLC knows exist in our climate and they will want us to be able to respond to, and so we are preparing to be able to do that. One is the reality of declining student enrollments across the state; they are interested in the economic climate in Illinois and how community colleges are still able to deliver high quality education knowing the economic challenges that our state and our community colleges face. How given limited resources, we are aligning our priorities to those limited resources and addressing deferred maintenance and understanding what that deferred maintenance is, and having a Capital Improvement Plan (CIP) in place in order to respond to those concerns. The Board plays a very important role in the visit that is coming up. We will be sharing information in the coming months about the criteria for accreditation and HLC's expectations. The criteria for accreditation has several core components under them. One of the new rules for HLC is that if you are found not to meet any one of those core components, you do not meet the criterion at all. Consequently, we have to be very particular in making sure that we meet every subcomponent so that we are found to meet the entire criterion. There will be an opportunity for the Board to have dinner with the peer evaluators when they come for their visit, as HLC is very interested in hearing about the Board's commitment to integrity, ethics and to the leadership of the institution. We will be looking forward to the Board being able to speak to those concepts during the visit. They want to know that the Board knows the institution and that the Board knows the students and the mission of Oakton, and so we want the Board, along with all of our employees and students, to be able to tell Oakton's story during the visit. We are coming down the homestretch; by May 1 all of the drafts will be complete, they will go through a review by President's Council, and by the end of May, will be shared with the Board of Trustees for review in June; HLC now requires Board action to accept the Assurance Argument that has been written and all of the other components for HLC, which will all be submitted ahead of time so that the peer evaluators can review it and then meet with us on September 24-26, 20217, during their site visit.

Chair Tennes asked if we are on a ten year accreditation. Dr. Evans replied that yes, we are, and after this accreditation and visit is over, we have to provide an update at year four. Chair Tennes thanked Dr. Evans for so concisely laying everything out for the Board, as it is obvious that this is a complicated process.

Public Participation: Des Plaines resident, Mr. Wayne Serbin, said goodbye to Trustees Wadhwa and Harada. Mr. Serbin asked what Oakton's graduation rate is. President Smith replied that currently it is seventeen percent, for first-time, full-time students.

3/17-1a Approval of Adoption of Consent Agenda

Mr. Wadhwa offered:

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

Mr. Stafford seconded the motion. Trustee Frank asked for an explanation of 3/17-5, 'Supplemental Authorization to Pay Professional Personnel-Spring 2017'. President Smith explained that overload is one mechanism for faculty to receive additional compensation if they teach additional courses above and beyond the five classes that they typically teach.

Trustee Frank's concern was that this was an amendment to the budget, which it is not.

A voice vote was called and the motion passed unanimously.

3/17-1b Approval of Consent Agenda Items 3/17-2 through 3/17-6

Mr. Salzberg offered:

"Be it resolved that the Board of Trustees of Community College District 535 approves the following items 3/17-2 through 3/17-6 as listed in the Consent Agenda."

- 3/17-2 Ratification of Payment of Bills for February 2017 (Including Approval of Travel)**
 "Be it resolved that the Board of Trustees of Community College District 535 hereby ratifies expenditures and release of checks by the Treasurer of Community College District 535 in the amount of \$6,030,680.15 for all check amounts and for all purposes as appearing on a report dated February 2017."
- 3/17-3 Acceptance of Treasurer's Report for February 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 February 2017."
- 3/17-4 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 \$9,077.78 for all funds listed in item a."
 a. Salary payments in the amount of \$9,077.78 for part-time teaching services for Alliance Lifelong Learning, Spring 2017.
 b. Salary rescinds in the amount of \$611.55 for part-time teaching services for Alliance for Lifelong Learning, Spring 2017.
- 3/17-5 Supplemental Authorization to Pay Professional Personnel – Spring 2017**
 1. "Be it resolved that the Board of Trustees of Community College District 535 approves the adjustments of part-time faculty 2017 spring semester salaries in the amount of \$142,110.34, resulting in a revised total of \$3,953,764.18."
 2. "Be it further resolved that the Board of Trustees of Community College District 535 approves the adjustments of overload faculty 2017 spring semester salaries in the amount of \$11,985.09, resulting in a revised total of \$392,214.03."
- 3/17-6 Approval of Clinical Practice Agreements**
 "Be it resolved that the Board of Trustees of Community College District 535 approves the following cooperative agreements:
For the Nursing Program
 Maryville Children's Healthcare Center – Chicago
 Methodist Hospital of Chicago – Chicago
For the Physical Therapist Assistant Program
 Advocate Health and Hospitals Corporation d/b/a
 Advocate Good Samaritan Hospital – Downers Grove."

Ms. Harada seconded the motion; Secretary DiLeonardi called the roll:

Mr. Salzberg	Aye
Mr. Frank	Aye
Ms. Harada	Aye
Ms. Tennes	Aye
Mr. Stafford	Aye
Dr. DiLeonardi	Aye
Mr. Wadhwa	Aye

The motion carried; Student Trustee Swietek favored the resolution.

- 3/17-7 Adoption of Resolution Setting Forth Property Tax Extension Limitation Law (PTELL) Reduction Designation**
 Ms. Harada offered:
 That the Board adopt the following resolution:
RESOLUTION DIRECTING COUNTY CLERK REGARDING TAX LEVY EXTENSION SUBJECT TO THE PROPERTY TAX EXTENSION LIMITATION LAW

“**WHEREAS**, on November 15, 2016, the Board of Trustees (“Board”) of Community College District No. 535, Cook County, Illinois (“College District”) did adopt its 2016 tax levy; and **WHEREAS**, the County Clerk has notified each Cook County taxing district subject to the Property Tax Extension Limitation Law (PTELL) that it may direct the County Clerk’s Office, by proper resolution, to make specific and necessary reductions to its tax levy for the 2016 levy year in accordance with the requirement of Section 18-195 of the PTELL, 35 ILCS 200/18-195;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Community College District No. 535, Cook County, Illinois as follows:

Section 1. That if the County Clerk is required to reduce the aggregate extension of the College District’s 2016 tax levy to meet PTELL requirements, the Board hereby authorizes and directs the County Clerk to make the necessary reductions, as follows:

- 100% of such reductions shall be made from the levy for Educational purposes;
- 0% of such reductions shall be made from the levy for Operations and Maintenance purposes;
- 0% of such reductions shall be made from the levy for Local Governmental and Governmental Employees Tort Immunity Act purposes;
- 0% of such reductions shall be made from the levy for Social Security and Medicare purposes;
- 0% of such reductions shall be made from the levy for Financial Audit purposes;

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

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

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

Mr. Salzberg seconded the motion.

Trustee Frank asked for an explanation of what PTELL is. Trustee Stafford explained that it is the property tax cap law. The way the tax law works, we are restricted by the Consumer Price Index, which currently is .7%. All institutions have to levy more than the CPI number because of new property. If new property comes on, you have to levy a little more, if you do not levy more than that percentage, then the institution would not collect all the taxes.

Chair Tennes asked Secretary DiLeonardi to call the roll:

Mr. Stafford	Aye
Ms. Harada	Aye
Dr. DiLeonardi	Aye
Mr. Salzberg	Aye
Ms. Tennes	Aye
Mr. Frank	Aye
Mr. Wadhwa	Aye

The motion carried; Student Trustee Swietek favored the resolution.

3/17-8

Authorization to Approve March 2017 Purchases

Chair Tennes commented that Agenda Item 3/17-8b was not part of the preview last month. President Smith did offer that it was previewed in October 2016. Chair Tennes would like to take the purchases one at a time rather than vote in omnibus fashion as she has some questions about that particular purchase.

Mr. Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of the attached resolution, as stipulated in the following agenda items for the purchase

of the following:

3/17-8a	Recycled Xerographic Paper	Midland Paper	\$ 45,738.00.”
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The motion was seconded by Ms. Harada; Secretary DiLeonardi called the roll:

Dr. DiLeonardi	Aye
Mr. Frank	Aye
Mr. Wadhwa	Aye
Mr. Salzberg	Aye
Ms. Harada	Aye
Mr. Stafford	Aye
Ms. Tennes	Aye

The motion carried; Student Trustee Swietek favored the resolution.

Mr. Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of the attached resolution, as stipulated in the following agenda items for the purchase of the following:

3/17-8b	Consulting Services for Natural Areas Restoration	Farr Associates	\$ 70,400.00.”
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Mr. Salzberg seconded the motion.

Chair Tennes stated that she has concerns about the purchase for the consulting services for natural areas restoration, asking for an explanation of exactly what we are doing, why we are doing it, as it is a lot of money. She does understand that we need to spend money on the exterior surroundings, but does not feel comfortable allocating this much money at this time considering everything that the Board has before them in the physical plant that needs to be done.

President Smith stated that as part of the CIP that was approved by the Board in June 2016, \$475,000 was authorized as part of our natural areas restoration. We have 144 acres of land on our campus. It is one of our sources of pride that we are sustainable, and we are really invested in our external campus as being part of our living and learning laboratory. The proposal from Farr Associates, who would work with us until 2020, begins with several tasks. Phase One will be that they will work with a committee to look at near term projects like prescribed burn management; tree and shrub removal; woodland cleanup; and general maintenance, which includes weed control, light woody plant removal and prairie restoration. They would continue to work with us over the course of several years, because as part of this process, it takes time to bring back the natural areas to their natural state. First, we need to get rid of the invasive species and clean up the forest. Once that is taken care of, they will continue to work with us to make sure that the native species are thriving in this environment. That is what the consulting fee is for, to make sure that our priorities are allocated appropriately.

Vice President of Administrative Affairs, Edwin Chandrasekar, added that of the \$64,000 in the base fee, \$40,000 is for the consulting work as President Smith said, to do the assessment, but in addition to that, it also includes the creation of the construction design documents and technical specifications if we decide to go out for bid. They are doing all of that work and in addition, they will also help us with the selection of the contractor. The remaining \$24,000 is actually for ongoing service as our

contractor/administrator; they will be making twenty-six site visits between 2017 and 2020. Chair Tennes recapped that this a three-year contract, maximum value of \$64,000, ten percent contingency.

Trustee Harada asked if the restoration includes just the woodlands. President Smith replied that it includes all of the natural areas. The initial project is looking at the woodland area, especially cleaning up the woods and the invasive species, all of the natural areas. Trustee Stafford commented that he feels the \$400,000 will be money well spent. In his opinion, when you drive through the campus, it looks like we had a hurricane come through. He feels that there are a few issues; he agrees that the woods needs to be cleared out; he believes there could possibly be liability issues if we leave the landscape in its current state, and he thinks we have to do it in a systematic way. Trustee Stafford commented that we do have a treasure out there, a wonderful resource, that we could spend a million dollars and do even more, but we have a limited amount of funds, so we need to spend it wisely. Trustee Stafford does share Chair Tennes's concerns as we do want to update the inside of the facility too; this is part of the competing priorities that Trustee Harada and himself have talked through on the Master Plan Steering Committee. Aside from just the beauty and the nature, we have risk issues out there. Trustee DiLeonardi talked about how the woodlands are used as a type of living classroom.

Chair Tennes asked Trustee Stafford what sort of risk issues he believes there are. He replied that this campus did have a major event a couple of years ago. Facilities staff cleaned out some of the damage caused by that storm, but there are still areas where debris are evident. In the unfortunate event that someone would get hurt, there could be liability on the part of the College as we did know there was an issue, that was not addressed in a timely manner. Chair Tennes asked if the College has ever had a plan like this before. President Smith said that not in her tenure at the College. She remarked that we have Mr. Ken Schaeffer, who is the College naturalist and part of his job responsibilities are working in the woodland areas. Chair Tennes asked who oversees the work of the Grounds staff and was told that the Grounds department falls under the Director of Facilities. Trustee DiLeonardi feels that professionals would know how to treat the woodland areas; what the native plants are and how best to nurture and maintain the area; and especially the threat of buckthorn, which is an invasive non-native shrub, that is detrimental to the health and future of our woodlands.

Chair Tennes asked Secretary DiLeonardi to call the roll:

Mr. Wadhwa	Aye
Dr. DiLeonardi	Aye
Mr. Stafford	Aye
Mr. Frank	Aye
Ms. Tennes	Aye
Mr. Salzberg	Aye
Ms. Harada	Aye

The motion carried; Student Trustee Swietek favored the resolution.

3/17-9

Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Service Agreement and Software Maintenance Contract Extension for the Building Automation System; b) Trash Disposal, Recycling and Compost Services; c) Advertising Services; d) Student Street Renovation; e) Engineering Services for the Fire Alarm Panel Upgrade and Replacement Project; f) Core and Edge Network Equipment; g) Student Street Furniture; h) Food Service for the Early Childhood Education Center; and i) Great America Tickets on Consignment.

Trustee Harada asked if the RFP's for c) 'Advertising Services'; are for in-state vendors only. Director of Business Services, Doreen Schwartz, replied that the committee is still evaluating the

fifteen proposals, and one of them is from Plaid Swan, who is the current advertising agency and based in Iowa, and it is possible that others could be out-of-state. Ms. Schwartz stated that she has not been specifically directed that the vendor has to be with an in-state company. Chair Tennes stated that she is in favor of an in-state company. We are in a metropolitan area, and she would hope that there would be enough competitive resources available locally that could adequately and robustly meet the College’s needs. Trustee Salzberg concurred with Chair Tennes noting that this issue came up last year, and he definitely feels that the College should support companies in Illinois. Trustee Frank agreed as well.

3/17-10 Authorization to Hire Full-time, Tenure-track Faculty Members

Ms. Harada offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve the full-time, tenure-track faculty hires of Deborah Wyeth, Kristen Hren and Mary Ringstad, for the 2017-18 academic year, beginning on August 17, 2017. 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>
3/17-10a	Deborah Wyeth	Assistant Professor of BNAT	A-3, \$56,599
3/17-10b	Kristen Hren	Associate Professor of English	B-3, \$59,585
3/17-10c	Mary Ringstad	Associate Professor of Speech & Theater	E-3, \$68,640.”

Mr. Frank seconded the motion. Dr. Lott commented that all three hires are very exciting and excellent additions to our faculty body.

Secretary DiLeonardi called the roll:

Mr. Frank	Aye
Ms. Tennes	Aye
Mr. Salzberg	Aye
Mr. Wadhwa	Aye
Ms. Harada	Aye
Dr. DiLeonardi	Aye
Mr. Stafford	Aye

The motion carried; Student Trustee Swietek favored the resolution.

3/17-11 Authorization to Approve Administrator Resignation

Mr. Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 accepts the resignation of Mr. Dale Gustafson, Chief of Police and Emergency Management, effective March 31, 2017.”

Ms. Harada seconded the motion; Secretary DiLeonardi called the roll:

Dr. DiLeonardi	Aye
Mr. Wadhwa	Aye
Ms. Harada	Aye
Mr. Frank	Aye
Ms. Tennes	Aye
Mr. Stafford	Aye
Mr. Salzberg	Aye

The motion carried; Student Trustee Swietek favored the resolution.

3/17-12

Approval of Success Matters, the College’s Strategic Plan for FY2018 through FY2022

Mr. Wadhwa offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves *Success Matters*, the College’s Strategic Plan for FY 2018 through FY 2022.”

Mr. Salzberg seconded the motion.

Chair Tennes thanked everyone in the College who was involved in this effort. There are many voices, opinions, thoughts, and collaboration that went into this Plan, and she is very grateful and appreciative of all of the good work. Chair Tennes specifically thanked Dr. Evans for her leadership. Trustee Wadhwa remarked that he admired the people who have put so much effort and energy into this Strategic Plan, and hopes that administration, faculty and staff, will put these words into action. President Smith reassured Trustee Wadhwa that Dr. Evans has also developed some implementation plans for us so that we all will stay on task, holding everybody accountable. Chair Tennes thanked Trustee Wadhwa and President Smith for their comments, and that she has every confidence that under President Smith’s leadership, and with the help of all of the dedicated professionals in the institution, *Success Matters* will be implemented to high levels of success.

Chair Tennes asked Secretary DiLeonardi to call the roll:

Mr. Wadhwa	Aye
Ms. Tennes	Aye
Ms. Harada	Nay
Mr. Frank	Aye
Mr. Stafford	Aye
Dr. DiLeonardi	Aye
Mr. Salzberg	Aye

The motion carried; Student Trustee Swietek favored the resolution.

3/17-13

Approval of the College’s New Mission, Vision and Values Statements

Mr. Frank offered:

“Be it resolved that the Board of Trustees of Community College District 535 ratifies the new Mission, Vision and Values statements.”

Mr. Salzberg seconded the motion.

Chair Tennes commented that she feels that the new Mission, Vision and Values Statements will serve the College well going into the future.

Chair Tennes asked Secretary DiLeonardi to call the roll:

Mr. Salzberg	Aye
Mr. Frank	Aye
Ms. Harada	Aye
Ms. Tennes	Aye
Mr. Stafford	Aye
Mr. Wadhwa	Aye
Dr. DiLeonardi	Aye

The motion carried; Student Trustee Swietek favored the resolution.

3/17-14 Approval of Policy Revisions

Mr. Salzberg offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves the revisions to Policy 3003 and Policy 3034.”

Mr. Stafford seconded the motion.

Trustee Frank referred to the IMET issue, asking if Policy 3003 revisions help ensure that type of incident will not happen going forward. President Smith replied that yes that was part of the rationale for doing a revision to the investment policy. In the Board packet last week there was a memo from Mr. Chandrasekar explaining how the proposed revisions protects the College from those types of losses. Trustee Stafford noted that the revisions give us more protection. He said that they were well written and cover the entire investment policy. Regarding the revision to Policy 3034, it is very strategic and well written, and will serve us well in hard times in steering our financial ship.

Chair Tennes asked Secretary DiLeonardi to call the roll:

Mr. Wadhwa	Aye
Ms. Tennes	Aye
Ms. Harada	Aye
Mr. Salzberg	Aye
Mr. Frank	Aye
Dr. DiLeonardi	Aye
Mr. Stafford	Aye

The motion carried; Student Trustee Swietek favored the resolution.

Adjournment

Chair Tennes announced that there will be a Special Meeting of the Board of Trustees on Tuesday, April 25, 2017 beginning at 5:00 p.m. at the Des Plaines campus, 1600 E. Golf Road, in room 1506. This meeting will be to announce the Official Canvass of the April 4, 2017 election results; declare the results of the election; seat the new Board members, and reorganize the Board of Trustees for the term commencing April 25, 2017.

The regularly scheduled meeting of the Board of Trustees will begin at 7:30 p.m. at the Des Plaines campus, in room 1506. There will be a reception beginning at 3:30 p.m. – 5:00 p.m. to honor our outgoing Board members, particularly Jody Wadhwa who has had such a long and illustrious tenure on our Board.

There being no further business before the Board, Chair Tennes asked for a motion to adjourn the meeting. Trustee Salzberg made the motion, which was seconded by Trustee Wadhwa. A voice vote was called and the meeting was adjourned at 9:40 p.m.

Ann E. Tennes

Ann E. Tennes, Chair

Jean W. DiLeonardi

Joan W. DiLeonardi, Secretary

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3/2017

A video recording of the March 21, 2017 meeting was made and may be viewed by calling the Media Services office at (847) 635-1998.