

**Minutes of the Oakton Community College Board Meeting  
May 23, 2017**

The 722nd meeting of the Board of Trustees of Community College District 535 was held on Tuesday, May 23, 2017 at the Oakton Community College Des Plaines Campus, 1600 E. Golf Road, Des Plaines Illinois.

**Closed Session**

At 6:25 p.m. in room 1502, Chair Stafford called the meeting to order; Secretary Salzberg called the roll:

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

Chair Stafford 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 DiLeonardi made the motion, which was seconded by Trustee Kotowski;

Secretary Salzberg called the roll:

Mr. Stafford	Aye
Dr. DiLeonardi	Aye
Mr. Frank	Aye
Ms. Burns	Aye
Mr. Salzberg	Aye
Mr. Kotowski	Aye
Ms. Tennes	Absent
Mr. Chan	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 7:35 p.m., Chair Stafford asked for a motion to adjourn the closed session meeting. Trustee Frank made the motion; seconded by Trustee Burns; a voice vote was called and the meeting was adjourned.

**Open Session**

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

Secretary Salzberg called the roll:

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

## **Pledge of Allegiance – Student Trustee Chan**

### **Approval of Minutes**

Chair Stafford asked for a motion for the approval of the April 25, 2017 minutes of the regular and special meetings of the Board. Trustee Frank made the motion, which was seconded by Trustee Burns. 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:

Adjunct Faculty present included: Cheryl Thayer, President of the Adjunct Faculty Association; Cindy Del Medico, Lecturer, Social Sciences and Business.

Classified Staff present included: John Donoghue, Facilities and Vice President, Classified Staff Association; Philip Cronin, Media Services; Eileen Cukierski, President's Office; Debra Kutska, Information Technology; Kathi Rosenberg, Purchasing; Richard Schwass, Facilities; and Jesse Wallace, Media Services.

Full-time Faculty present included: Peter Hudis, Professor, Humanities and Philosophy, and IEA Region 37 Representative, Faculty Association; Stacy Cameron, Assistant Professor, English; Doris Gronseth, Professor, Computer Technologies and Information Systems; Bob Gynn, Professor, Speech and Theater; Scott Johnson, Professor, English; Kanchana Mendes, Professor, Biology; MaryAnn Nedorost, Associate Professor, Physical Therapy Assistant; Eric Rohn, Assistant Professor, Graphic Design; and Bill Strond, Professor, Biology.

Administrators present included: Ann Marie Barry, Director, Student Life; Michele Brown, Director, Student Recruitment and Outreach; Ruben Howard, Director of Workforce and Continuing Education; Jacob Jeremiah, Acting Assistant Dean, Library; Linda Korbel, Dean, Languages, Humanities and the Arts; Mum Martens, Chief Human Resources Officer; 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; Doreen Schwartz, Director, Business Services; Bob Sompolski, Dean, Mathematics and Technologies; Andy Williams, Controller; and Brad Wooten, Dean Social Sciences and Business.

President Smith offered condolences to Tracy Fulce, Professor of Management and Marketing, and her husband Lionel Jr., on the passing of Lionel Gentle, Sr.; Karen Roth, Early Childhood Education adjunct faculty member, on the passing of her father Julius Roth; and to the family and friends of long time Oakton student David Sloane. Congratulations were offered to Lindsay Sellers, Enrollment Center, on the birth of a baby girl, Evelyn Marie; Matt Kooi, Assistant Technical Director, Performing Arts Center, his wife Catherine, and big brother Isaac, on the birth of their daughter Sophia. Oakton has received the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award for its budget for the fiscal year beginning July 1, 2016. The GFOA also awarded the College with an Outstanding Achievement in Popular Annual Financial Reporting award, for its Annual Financial Report for fiscal year ended June 30, 2016. President Smith and Chair Stafford presented the awards to Andy Williams, the College's controller. Oakton also received the College Leadership and Sustainability Award from the Illinois Green Economy Network (IGEN), for serving as an outstanding example of a college that embodies the collaborative spirit of the Network by leading by example, sharing expertise in resources, and contributing to the collective impact of the IGEN network. President Smith presented the award to Sustainability Specialist, Debra Kutska. Members of the College's Oaktobotics team are currently participating in the 2017 NASA Robotic Mining competition, scheduled May 22-26, at the Kennedy Space Center in Florida. Having finished in second place overall last year, Oakton is considered one of the teams to beat. Students for Global Health and Sustainability, went on their annual mission trip to St. Paul, Minnesota. They worked at Women of Nations, a homeless shelter for women who are victims of sexual assault, abuse and domestic violence. Their faculty advisor was Professor of Biology, Kristi Zenchek. Members of Oakton's Men's Golf Team are participating in the 2017 NJCAA Division 2 men's golf championship at the Longbow Golf Course in

Mesa, Arizona. The highlight of the academic year culminated May 16th with Commencement. For the entire academic year, including summer and fall, there will be nearly 1,300 degrees and certificates awarded, which is over 100 more completers than last year, which per President Smith, is something to celebrate. President Smith concluded by noting part of a message that was given by Mr. Wes Moore, who was a speaker at the American Association of Community Colleges meeting in New Orleans which she attended. Mr. Moore, who wrote the book 'The Other Wes Moore', said that people need to be certain about what they valued, challenge themselves to live those values, and know who they are fighting for. President Smith said that in her Commencement address, she challenged our graduates to do the same, and she shared with them that they are who she fights for. She expressed thanks to all for being with her in that fight; to the Board for keeping our students at the forefront of their work; and for our faculty and staff in helping our students...let's keep fighting for our students.

### **Master Plan Steering Committee Liaison Report**

Chair Stafford reported that the Master Plan Steering Committee has almost come to the end of their work. A presentation was given at the Committee of the Whole meeting earlier in the evening. It has been six months of hard labor with all kinds of input from faculty, staff, people throughout the College community, with probably the most comprehensive list of projects in terms of updating many portions of the institution, and also dealing with some deferred capital issues. The Board got its first chance to talk about priorities and projects; it is definitely coming together. Vice President of Administrative Affairs, Edwin Chanrasekar, put together a solid financial plan and, will present more on that later in the evening. The Board will have another Committee of the Whole meeting in June relating to the Master Plan.

### **Student Trustee Report**

Student Trustee Chan reported that finals are over and students are on summer break. He spoke about the Student Leadership and Honors banquets. For the second straight year, an Oakton student from the Honors Program, Dominique Tuszynski, has been awarded the Jack Kent Cooke Foundation Undergraduate Transfer Scholarship. The Board also awarded to five students, for outstanding student leadership; Kristina Aglikin, Filza Ali, Angelica Ramirez, Patryk Swietek, and Mia Tomasello. Students were delighted to engage in the study breakfast. Clubs participated by helping conduct the event, and the SGA helped by providing over \$2,000 in prizes. On May 15, the nurses pinning ceremony took place; approximately, thirty-two students graduated. As President Smith already mentioned, May 16 was Commencement, approximately 250 students walked across the stage. The Excellence in Teaching Committee has already collected faculty essays and will meet at the end of May to provide the Educational Foundation three finalists in the full-time category and three finalist in the part-time category. Lastly, Mr. Chan said on behalf of all students, a big thank you to the Director of Student Life, Ann Marie Barry, as this is her last official Board meeting. He went on to thank her for everything she has done for students at Oakton for the past thirty-one years. Trustee Joan DiLeonardi added that the Oakton robotics mining team named the robot Ann Marie in her honor.

### **Comments by the Chair**

Chair Stafford commented on a couple of the issues. First, he said that it is critical that we communicate more effectively with potential new Oakton students and find additional ways to market the College. There are potential students who are not aware of Oakton and the quality of education that we provide at an incredible value. We need to think of new and innovative ways to get our message out to those students. Second, is our ability to survive the worst state fiscal crisis since the depression, not the recession. Mr. Stafford said that the College has had to make more budget cuts in the last two-three years than we ever did even after the recession. He read some headlines that have been in the news just in this spring: Southwest Illinois College reduces by forty-seven full and part-time staff, and ten administrative staff, to reduce close to \$3 million from their budget; Richland Community College laid off eighteen employees combined with sixteen staff who were given buyouts to reduce a \$1.4 million deficit from their budget; Black Hawk College laid off seventeen full-time employees and eighteen teachers including some tenured professors, to reduce a state budget deficit; and closer to home, McHenry Community College approved reducing twenty-five positions to reduce a \$1.5 million deficit due to the state budget impasse. Mr. Stafford stated that as fiscal stewards of this College, it is really the Board's goal to maintain as many positions as we can, for as long as we can. As we will see in the budget presentation tonight, there are cost containment measures that are proposed again for this year that we are taking to make up for the

continued lack of state revenues. So far we have avoided laying off employees, and I think it is always been the policy and the goal of Boards in the past to keep the cuts away from the classroom. He just wants to reiterate that it is a very hard situation out there, and there is no light at the end of the tunnel, and we are hoping that we can get through this and we are trying in the best possible way, but that is not without its' sacrifices. The administrative staff has done a great job in terms of trying to make the reductions where they can, but still trying to keep us functional. Again, I want to say that it is going to be our goal as a Board to help support that and keep this institution going, but I think we need to really just pause and think about where we are and the context of where this state is, and the situation this institution is in. Mr. Stafford closed by stating that he thinks we are doing a good job, but again, it is not without some pain.

### **Report: FY2018 Proposed Budget**

Mr. Edwin Chandrasekar, Vice President of Administrative Affairs, thanked the Board for their attendance at the 4:00 p.m. Committee of the Whole meeting, and now the regular meeting of the Board. Mr. Chandrasekar shared highlights of the FY2018 budget. He spoke about the budget process and timeline; gave a state budget update; FY2018 budget highlights; and smart investments for the future. Mr. Chandrasekar talked about the community based participatory budgeting process which was about focusing on transparency and accountability, in order to have a more informed and empowered staff, administrators and leadership, by increasing equity in the budget decision/making process. He reviewed challenges that some community colleges are facing because of the lack of a state budget. Mr. Chandrasekar stated that at Oakton, the challenge has been the increase in the administrative burden. For 2018, there was initially some talks among legislators that there would be a "Grand Bargain", which to date has not happened. We may end up being the only state in the nation that will have a third year without an approved budget.

Mr. Chandrasekar talked about the proposed operating revenues comprised of local government; student tuition and fees; state government; and other sources. In terms of Oakton's tuition, we are still very competitive with our Northern region peers. On the operating expenses side, eighty-four percent of our operating expenses are comprised of salaries and fringe benefits. When we consolidated the initial budget, we were seeing a \$3 million gap between revenues and expenses. To close that gap, we worked with departments to really share the challenges that faced the College, and what internally each of these departments could do, and some of the things reflected in our budget include: holding vacancies; holding our utility costs flat; reducing the use of student employees; reducing our food expense budget by ten percent, and going forward, monitoring overtime utilization. Mr. Chandrasekar talked about smart investments in technology. While we are very well aware that we have to contain our costs, it is also important for us to be able to grow and to be able to support student success by continuing to invest in technology. He also spoke about Oakton's commitment to supporting underserved populations; he said that for him, it is disrupting the cycle of intergenerational poverty; that is the uniqueness and the strength of community colleges in being able to turn permanent disadvantage for most of these students into continuing advancement. That really transitions into why we have to make investments in our students whether it be technology or capital. A way to do that is through redesigning, reengineering, and reinvention. For months, we have talked about our Master Plan transforming the physical space that we have. We want to be able to have spaces that not just only encourage new students to want to come to Oakton, but also continue to encourage our existing students to want to come back day after day. At this time, Mr. Chandrasekar showed pictures of local high schools whose cafeterias have been remodeled and updated and noted that this is what many students have access to; the Master Plan includes capital funds for transformation of our cafeteria. In terms of technology, we want to become a data fluent institution, have a data warehouse which will serve as a central repository to capture more information in a centralized manner. We will then be able to analyze and understand trends, and from there make decisions that help enhance student access. Mr. Chandrasekar thanked Executive Director of Institutional Research, Maya Evans and Vice President of Information Technology (IT), Bonnie Lucas, as they are going to be leading this project. Ms. Lucas has been a very strong champion for technology, especially technology for students; and Dr. Evans clearly sees the value in research and data. Another technology platform that we are going to be looking at is Constituent Relationship Management (CRM). This largely is going to be in conjunction with Ms. Lucas's team from IT and Vice President of Student Affairs, Dr. Karl Brooks, in terms of strategic enrollment management. It is important for us to be able to understand what actually, prompts a student to come into community college. With this tool, we will be able to track

students even before they enter into the community college setting and then from there, track them going forward post graduation. We want to be able to understand what the drivers and factors are that weigh into a student's decision to come into community college and how marketing plays a part in that.

Chair Stafford commented that just fifteen years ago, revenues broke down to approximately one third from tuition; one third from property tax; and one third from the state. If you look at the numbers now, we receive almost fifty-one percent of our revenues from property taxes; thirty-five percent from tuition; and so that whole structure has changed. In 2009 when the recession hit, the total value of the property of Oakton's district 535 was \$28.5 billion. That number as of 2015 is \$18,681,000; which is a thirty-five percent drop in the value of property in the Oakton district, and we are a relatively affluent community. Mr. Stafford encouraged the Board members, as they review the materials given to them, to feel free to contact Mr. Chandrasekar if they have questions on the budget. Trustee DiLeonardi commented that with tuition and fees, we have caught up to William Rainey Harper College's tuition and fees, which concerns her. Trustee Burns inquired if whether the state has paid any money this year. Per Mr. Williams, they have paid about fifty percent of our FY2015 credit hour grant amount, a little over \$2 million dollars. That number is based on the number of credit hours in various categories of instruction. Another factor is with our decline in enrollment we will see a smaller share of the pie. Trustee DiLeonardi talked about the Stop Gap budgets that the state has approved. Oakton will probably see less of that money, as other colleges, particularly the ones that are farther south, are more desperate as they are laying off faculty and staff. While we were down to receiving six percent of our budget from the state, some of those colleges were counting on thirty percent of their budget from the state. Those areas also have smaller property tax bases, so it would make sense that those who lost the most would get a higher percentage back. The collar counties around Chicago are regarded as the wealthier districts because we have the property tax base to draw on, that does not help us when we are losing money, but it is also a matter of equity. Chair Stafford offered that the state has basically funded the K – 12 and pretty much abandoned higher education.

Chair Stafford thanked Mr. Chandrasekar for his presentation.

#### **Public Participation:**

##### **5/17-1a Approval of Consent Agenda**

Mr. Kotowski offered:

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

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

##### **5/17-1b Approval of Consent Agenda Items 5/17-2 through 5/17-9**

Mr. Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 5/17-2 through 5/17-9 as listed in the Consent Agenda.”

##### **5/17-2 Ratification of Payment of Bills for April 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 \$5,572,501.92 for all check amounts and for all purposes as appearing on a report dated April 2017.”

##### **5/17-3 Acceptance of Treasurer's Report for April 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 April 2017.”

##### **5/17-4 Compliance with Open Meetings Act, Closed Session Minutes**

“Be it resolved that the Board of Trustees of Community College District 535, hereby determines that the minutes of the Board closed session meetings on June 25, 2013, August 30, 2013, February 18,

2014, April 22, 2014, May 13, 2014, August 19, 2014, February 17, 2015, March 17, 2015, October 8, 2015, and December 15, 2015, should be made available for public inspection and no longer require confidential treatment and are released for public inspection.”

**5/17-5 Action on Recordings of Closed Session Minutes**

“Be it resolved that the Board of Trustees of Community College District 535, recommend the destruction of the verbatim audio recordings held on February 18, 2014, March 18, 2014, April 22, 2014, May 13, 2014, and August 19, 2014.”

**5/17-6 Ratification of Actions of the Alliance for Lifelong Learning Executive Board**

“Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a to c, and hereby approves the expenditures in the amount not to exceed \$30,142.13 for all funds listed in item a.”

a. Salary payments in the amount of \$30,142.13 for part-time teaching services for the Alliance for Lifelong Learning Spring 2017.

b. Salary rescinds in the amount of \$4,064.87 for part-time teaching services for the Alliance for Lifelong Learning Spring 2017.

Also approved by the Alliance for Lifelong Learning Executive Board was the following:

c. The alliance for Lifelong Learning Operating Budget for fiscal year 2018 in the amount of \$2,761,000.

**5/17-7 Ratification of Actions of Alliance for Lifelong Learning Governing 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 following actions of the Executive Board.”

1. Approved the Alliance for Lifelong Learning FY 2018 Operating Budget in the amount of \$2,761,000;

2. Elected officers for FY 2018:

William Stafford – Representing District 535 – Chairperson

Pat Savage-Williams – Representing District 202 - Secretary

**5/17-8 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 \$34,319.17, resulting in a revised total of \$4,244,757.85."

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 \$22,311.20, resulting in a revised total of \$428,294.39."

**5/17-9 Approval of a Clinical Practice Agreement**

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

For the Substance Abuse Counseling Program

SunCloud Health – Northbrook.”

Mr. Salzberg seconded the motion and called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

**5/17-10 Authorization of Scheduled Budget Hearing, Publish the Notice Placing fiscal Year 2018 Budget on Public Display**

Mr. Frank offered:

“Be it resolved that the Board of Trustees of Community College District 535, authorize the budget hearing and approval to publish the notice placing the Fiscal Year 2018 budget on public display.”

Ms. Burns seconded the motion; Secretary Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

**5/17-11 Authorization to Approve May Purchases**

Dr. DiLeonardi 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:

<u>Item</u>	<u>Page(s)</u>	<u>Agenda Description</u>	<u>Vendor</u>	<u>Amount</u>
5/17-11a	1	Oracle Database Software Maintenance and Support	Oracle America, Inc.	\$ 26,940.92
5/17-11b	1-2	Elevator Maintenance- Five Year Contract	Urban Elevator Service, LLC	\$ 91,470.00
5/17-11c	1-2	Advertising Agency Services	Timberlake Media Services, Inc.	\$ 210,000.00
5/17-11d	1-2	Monument Signage Construction	Schaeffges Brothers Construction	\$ 614,900.00
Grand Total				\$ 943,310.92.”

The motion was seconded by Mr. Frank; Secretary Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

**5/17-12 Preview and Initial Discussion of Upcoming Purchases**

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Renewal of Annual Agreements, Services and Contracts for FY17-18: 1) Library Services (CARLI and NILRC); 2. Banner annual Software Maintenance Contract; 3. PowerFAIDS Annual Software Maintenance Contract; 4. Desire 2Learn; b) Renewal of Insurance; c) Continuation of Employee Fringe Benefits: Life Insurance, Dental Insurance, and Section 125 Administration; d) Transportation Services for Athletic Teams; e) HVAC System

Replacement at the Skokie Campus; f) Consulting Services for Abatement Work; g) Computers and Monitors for FY18; h) College Vehicles; i) Design and Print Services for CareerFocus Magazine; j) Palo Alto Networks Firewalls Updates/Support/Subscriptions; d) Engineering Services for Baseball Field Renovation.

**5/17-13 Approval of Funding for 2017-2018 Merit Lane Appointments**

Dr. DiLeonardi offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorize the endowment of two new Merit Lane appointments for fiscal year 2017-2018.”

Mr. Kotowski seconded the motion; Secretary Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

**5/17-14 Authorization to Hire a Full-time, Tenure-track Faculty Member**

Mr. Salzberg offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorize the employment of Hanna Wierzchowski for the 2017-18 academic year, beginning in August 2017:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane, Step, Base Salary</u>
Hanna Wierzchowski	Professor of Health Information Technology	E-3, \$68,640.”

Mr. Frank seconded the motion.

Dr. Lott commented that the Hanna Wierzchowski will be a fine addition to the faculty, he also acknowledged our existing faculty, staff and administrators for making this the kind of environment where this is the second faculty hire this term who is leaving a tenure-track position to come and work here by choice.

Secretary Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

**5/17-15 Acceptance of Full-time Faculty Resignations**

Ms. Burns offered:



“Be it resolved that the Board of Trustees of Community College District 535 accept the resignations of Ms. Jennifer Cumpston, and Ms. Dawn Kuerschner, both effective August 1, 2017.”

Mr. Frank seconded the motion; Secretary Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

**5/17-16**

**Approval of Retirements – Administrative Personnel**

Mr. Chan offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept the retirements of Mr. Bruce Oates, Director of Athletics and Registrar Services, effective May 24, 2019, and Ms. Doreen Schwartz, Director of Business Services, effective June 1, 2019.”

Mr. Salzberg seconded the motion; Secretary Salzberg called the roll:

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

The motion carried; Student Trustee Swietek favored the resolution.

**5/17-17**

**Acceptance of Nomination for Director, Oakton Community College Educational Foundation**

Mr. Frank offered:

“Be it resolved that the Board of Trustees of Community College District 535 affirm the nomination of the following individual as Director of the Oakton Community College Foundation: Ryan Elliott, Assistant Vice President, Finance Manager, First Bank of Highland Park, Northbrook, Illinois 60062.”

Dr. DiLeonardi seconded the motion; Secretary Salzberg called the roll:

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

The motion carried; Student Trustee Chan favored the resolution.

**5/17-18 First Read of Policies**

Mr. Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for review the proposed policies 4318 and 4212, with action to take place at the next regularly scheduled Board meeting, June 27, 2017.”

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

**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, June 27, 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. Trustee Salzberg made the motion, which was seconded by Trustee Burns. A voice vote was called and the meeting was adjourned at 8:50 p.m.

*William Stafford*  
William Stafford, Chair

*Benjamin Salzberg*  
Benjamin Salzberg, Secretary

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5/2017

A video recording of the May 23, 2017 meeting was made and may be viewed by calling the Media Services office at (847) 635-1998.