

**Minutes of the Oakton Community College Board Meeting
April 17, 2018**

The 732nd meeting of the Board of Trustees of Community College District 535 was held on Tuesday, April 17, 2018, at the Oakton Community College Des Plaines Campus, 1600 E. Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

At 6:40 p.m. in room 1506, Chair William Stafford called the meeting to order. Board Secretary Benjamin Salzberg called the roll:

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

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

Trustee Salzberg called the roll:

Mr. Stafford	Aye
Dr. DiLeonardi	Aye
Mr. Salzberg	Aye
Ms. Burns	Aye
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 7:00 p.m., the Board excused the President and her cabinet; at 7:35 p.m., Chair Stafford asked for a motion to adjourn the closed session meeting. Trustee Tennes made the motion; seconded by Trustee Burns; a voice vote was called and the meeting adjourned.

Open Session and Roll Call

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

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	Present
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.

Pledge of Allegiance – Trustee Frank

Approval of Minutes

Chair Stafford asked for a motion for the approval of the minutes of the March 20, 2018 Board meeting; Trustee Tennes made the motion, which was seconded by Trustee Kotowski. A voice vote was called, and the minutes were unanimously approved.

Statement by the President

President Smith began by asking 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; Debra Kutska, Information Technology; Jon McFarlane, Media Services; and Kathi Rosenberg, Business Services;

Full-time Faculty present included: Katherine Schuster, Professor, Education, and President of the Oakton Community College Full-time Faculty Association; Eva de la Riva, Professor, Psychology; Melodie Graber, Professor, Chemistry; Hollace Graff, Professor, Philosophy; Michael Mauritzen, Professor, English; Julie Shotsberger, Professor, Mathematics; Philip Sloan, Associate Professor, English; and Bill Strond, Professor, Biology.

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

Students present included: Faria Ameen, Maciek Baran, Erica Bim, Luz Trejo Camarillo, Areej Fatima, Kevin Hilliard, Vlada Kirilenko, Eryn Nelken, KylaRose Schulman, RobynRose Schulman, John Timperley, and Gabija Ulcinaite.

Administrators present included: Marvin Bornschlegl, Chief of Police and Emergency Management; Colette Hands, Associate Vice President, Continuing Education and Workforce Development, and Interim Chief Human Resources Officer; Maya Evans, Executive Director, Research and Planning; Al Grippe, Director, Grant Strategy and Development; Ruben Howard, Director, Workforce and Continuing Education; Jacob Jeremiah, Assistant Dean, Library; Linda Korbel, Dean, Liberal Arts; Renee Kozimor, Director, Software and User Services; Raymond Lawson, Dean, Online Learning; Paul Palian, Director, College Relations; Juletta Patrick, Assistant Vice President, Student Affairs, and Dean, Access, Equity and Diversity; Doreen Schwartz, Director, Business Services; Bob Sompolski, Dean, Mathematics, Engineering and Computer Science, and Acting Dean, Natural Science and Health Careers; Andy Williams, Controller, Budget and Accounting Services; and Ruth Williams, Dean, Curriculum and Instruction.

Guests: Genevieve Bookwalter, Chicago Tribune and Dorothy McCarty, Cotter Consulting.

Statement by the President

President Smith began by offering congratulations to the newly elected Student Government leaders: John Timperley, Student Trustee; Luz Trejo Camarillo, President; Vlada Kirilenko, Vice President; Maciek Baron,

Secretary; Kevin Hilliard, Treasurer; Karl Malachut, Areej Fatima, Giann Munar, Eryn Nelken, and Gabija Ulcinaite, Senators. President Smith also thanked the outgoing student leadership for their service. President Smith congratulated Oakton student Carissa Seo, who received the Sister City Osaka Award with her speech titled, 'My Mother's Hardwork'; this award was presented on March 17 by the Chicago Consulate-General of Japan at the 32nd Annual Japanese Language Speech Contest. President Smith and Chair Stafford presented plaques to students KylaRose Sybico Schulman and Faria Ameen, who were selected to the 2018 All-Illinois Academic Team in recognition of their achievements as students enrolled in Illinois Community Colleges. This award was presented by the Illinois Community College system, the Coca-Cola Scholars Foundation and the Phi Theta Kappa Honor Society. President Smith and Chair Stafford also recognized Brian Chan for his exemplary year of service as the student member of the Board of Trustees. President Smith recognized and thanked Mr. Stafford for his strong leadership this past year as Chair of the Board. On March 25, Oakton hosted the Skyway Conference Art Competition featuring student artwork from Oakton as well as our sister colleges. Two Oakton art students, Oxana Mihailov and Natallia Ryshtakova were honored with awards of excellence for their works. The week of April 9 was National Student Employment Week and Oakton celebrated the work of our student employees and for the first time, presented a Student Employee of the Year award that was given to Akhila Abraham from Enrollment Services. April 16th marked the beginning of Earth Week; there were many events scheduled at both the Des Plaines and Skokie campuses. The College will host an internship fair on April 18 from 10:00 – 11:30 a.m. at the Des Plaines campus. On May 1st, the Learning Center will be hosting the eleventh biannual Study Breakfast at the Skokie campus from 12:30 p.m. - 4:00 p.m., and at the Des Plaines campus from 6:00 p.m.- 9:30 p.m. Oakton's Six Piano Ensemble conducted by Oakton's Professor of Music, Glenna Sprague, will be held on April 28 and April 29.

Student Trustee Report

Student Trustee Chan reported on numbers from the elections for the new student leadership that were held earlier in the month. There were a total of 536 voters compared to the previous years' 441; in addition, there were six more perspective candidates for elections than last year, and compared to last year, there were more contested races. Mr. Chan congratulated everyone that ran, voted and helped with elections. The Hillel meal-packaging event was a success as many students participated in packing and sending meals to those in need. The event packed and donated a total of 10,142 meals. On April 18, Oakton will be hosting an internship fair where students may bring their resumes and speak to business representatives about opportunities in the area. The Student Leadership Banquet will be held on April 26. Mr. Chan noted that this is a wonderful event where all of Oakton's clubs, organizations and their guests, gather to celebrate their accomplishments, involvement and contributions to student life. Lastly, Mr. Chan said that he will miss all of the staff, administrators and trustees, as he has gotten to know many of these individuals personally. He said that his 'retirement' will be bittersweet and he will leave with a multitude of experience, which he will apply to his future endeavors. Mr. Chan relayed that being involved has made him proud to be an Oakton student. In the future, he knows that he will look back and say with confidence that 'I was an Oakton student'. He thanked everyone that has helped maintain the wellbeing of the College, especially the unspoken heroes of the College that make the operations run so smooth, and they are everywhere. Behind every student trustee is a Dr. Karl Brooks; behind every student trustee report is a Simi Khurana or Krissie Harris; behind every department is a staff member that stays over the forty-hour mark; behind every subject is a professor that stays well beyond their office hours; and behind every Oakton there is a President Smith.

Chair Stafford commented on what a great job Mr. Chan has done representing the College and specifically, the student body. Mr. Chan was wonderful in terms of his networking at the ACCT conference in Las Vegas and the Legislative Summit in Washington, DC, where he bowled over a couple of our representatives in a substantive way in terms of talking to the legislators, in a mature and professional manner. Chair Stafford said that the Board takes a lot of pride in the institution and when they see students like Mr. Chan who represent themselves both here and in other venues, it bring us much gratification. In closing, Chair Stafford told Mr. Chan that it has been great getting to know him this past year.

4/18-1 Recommendation for Seating of Student Member of the Board of Trustees
Student Trustee Chan offered:

SECTION 1: An election for the Student Member of the Board of Trustees was held April 9-11, 2018. The election was conducted in all respects as provided by law and according to Policy 1005. The election was conducted online, using the Simply Voting software purchased by the Student Government Association. Currently enrolled students were provided a ballot via email and Simply Voting provided a secure method to permit students to vote from their computer or mobile device; 536 students cast ballots in the election. The returns of the election have been duly canvassed by the Judges of Election. The student meets all qualifications for Trustees as specified in Policy 1004.

SECTION 2: The Board of Trustees declares that John Timperley received 178 votes (39.6%) for the office of Student Member of the Board of Trustees, his opponents Erika Bim receiving 153 (34%), and Alexander Kostiv receiving 119 (26.4%) with 86 (16%) abstaining votes cast, thereby declaring John Timperley the successful candidate to serve as the Student Trustee with a term commencing on April 17, 2018 and concluding at the Board of Trustees meeting in April 2019.

SECTION 3: This resolution shall be effective from and after its passage as provided by law.

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

At this time, Trustee Kotowski made a motion for a brief adjournment *sine die* in order for newly seated Student Trustee John Timperley to take his seat at the Board table, which was seconded by Mr. Chan, at which time, Mr. Timperley took his seat at the Board table.

Trustee Salzberg called the roll with the new student member of the Board now seated:

Ms. Burns	Present
Dr. DiLeonardi	Present
Ms. Tennes	Present
Mr. Frank	Present
Mr. Kotowski	Present
Mr. Stafford	Present
Mr. Salzberg	Present
Mr. Timperley	Present

4/18-2 Resolution Organizing the Board of Trustees for the Term Commencing April 17, 2018

Ms. Tennes offered:

“WHEREAS, pursuant to College policy and in accordance with the Illinois Public Community College Act, as amended (110 ILCS 805/3-8), the Board of Trustees of Community College District 535 elects its officers comprised of a Chair, Vice Chair and Secretary, from its membership, and appoints a Treasurer, not a member of the Board, at its annual organizational meeting held in April.”

Trustee Kotowski seconded the motion.

Chair Stafford called for nominations for the Office of Chair of the Board. Trustee Tennes nominated Dr. Joan DiLeonardi for the position of Chair of the Board; Trustee Kotowski seconded the nomination. Hearing no further nominations, a voice vote was called for the nomination of Dr. DiLeonardi, which passed unanimously.

Chair Stafford called for nominations for the Office of Vice Chair of the Board. Trustee DiLeonardi nominated Mr. Benjamin Salzberg for the position of Vice Chair of the Board; Trustee Tennes seconded the nomination. Hearing no further nominations, a voice vote was called for the nomination of Mr. Salzberg, which passed unanimously.

Chair Stafford called for nominations for the Office of Secretary of the Board. Trustee Frank nominated Ms. Martha Burns for the position of Secretary of the Board; Trustee DiLeonardi seconded the nomination. Hearing no further nominations, a voice vote was called for the nomination of Ms. Burns, which passed unanimously.

Trustee Tennes continued reading the remainder of the resolution:

“Now, Therefore, Be It Resolved by the Board Of Trustees of Community College District 535, County of Cook And State of Illinois that:

1. The Board is hereby organized for the term commencing April 17, 2018.
2. The time and place for the regular meetings of the Board for the calendar year 2019 shall be fixed as follows:

January 15, *February 19, March 19, April 23, *May 28, June 25, August 20, September 17, *October 15, November 19, and December 10.

Beginning at 7:30 p.m. in the Board room, #1506, at Oakton Community College, 1600 E. Golf Road, Des Plaines, Illinois, which times and places, will be published in addition, proper notice and agenda to be posted as required by law.

*The February 19, May 28 and October 15 meetings will be held at the Skokie campus of Oakton Community College, 7701 N. Lincoln Avenue, Skokie, Illinois, beginning at 7:30 p.m. in room P104, which times and places will be published in addition, proper notice and agenda to be posted as required by law.

3. All Board rules, policies, and procedures in effect during the previous year shall remain in effect.
4. Edwin Chandrasekar is hereby appointed Treasurer to serve at the pleasure of the Board for no additional compensation, provided that before entering upon his duties, the Treasurer shall execute and deliver to the Board a bond, as required by the Illinois Public Community College Act.”

Trustee DiLeonardi seconded the motion; Trustee Stafford asked for a roll call on the entire resolution:

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

The motion carried; Mr. Timperley favored the resolution.

Trustee Tennes made a motion for a brief adjournment *sine die* for the purpose of organizing the new officers at the Board table; Trustee DiLeonardi seconded the motion; a voice vote for the adjournment was called and passed unanimously.

Newly seated Chair DiLeonardi, asked for a roll call with the newly organized members of the Board now seated; Trustee Burns called the roll:

Ms. Burns	Present
Dr. DiLeonardi	Present
Mr. Frank	Present
Mr. Kotowski	Present
Ms. Tennes	Present

Mr. Stafford	Present
Mr. Salzberg	Present
Mr. Timperley	Present

Sustainability Liaison Report

Trustee Kotowski stated that Debra Kutska, Sustainability Specialist and Renee Kozimor, Director of Software and User Services, have been doing a terrific job and creating a good example as far as sustainability and environmental awareness in Des Plaines and Skokie. The Ban the Bottle initiative that began in November 2016, where we went from water bottles to hydration stations. One of the technicians at Oakton has estimated that since 1.5 years ago, the hydration stations have prevented 640,000 bottles of plastic that would otherwise have been presumably dumped into a landfill; that comes out to 36,000 pounds in the first year and a half. Trustee Kotowski stated those numbers are astounding, and if you do some math, take this out a decade assuming these trends continue, it comes out to 4.26 million plastic bottles of water that would have been prevented from going into a landfill, which is 240,000 pounds or 120 tons of plastic over the next ten years. The students and everyone who participates should be congratulated. Not only is that good social policy, but it is also going to save a lot of money; hauling away 120 tons of plastic is expensive to do just in terms of disposal costs. Earth Week runs from April 16 through the 21st. There were twenty-four different events across both campuses ranging from lectures to nature and bird walks, to film screenings, to a community garden clean up. Hundreds of students attended these events. Last month there was a Coffee and Conversation about sustainability where there was discussion on the Ban the Bottle initiative as well as student use of paper. We are trying to figure out ways that we can curtail student use of paper; obviously, you cannot get rid of paper altogether, but we are trying to think of ways to cut down on its use and there are various ideas about that. Finally, policy 3014, which is the new sustainable purchasing policy, which amends our previous purchasing policy in on the agenda. In essence, this updated version seeks to promote the purchases of sustainable goods and services as set forth by the standards of Energy Star, FSC, Fairtrade, LEED, etc. The policy is not regulatory in nature, meaning the Board is not going to be looking at every single purchase to see if it is sustainable or not, but it does put into writing a lot of the principles that Oakton has been doing for years about sustainable purchasing and issues, and will still be complying with the community college act, the local government Prompt Payment Act, and all other applicable law. The principles are not new, what is new is that it now is boiled down into a formal written policy that most community colleges in Illinois and in the nation do not have.

Comments by the Chair - None

Report: Faculty Initiative for Student and Faculty Engagement (A.K.A. The Persistence Project)

President Smith introduced Dr. Eva de la Riva Professor, Psychology; and Dr. Hollace Graff Professor, Philosophy, who have been leading the Persistence Project initiative. President Smith said that we do seek to grow this initiative as one of our institutional priorities. Within that frame, there will be a town hall meeting on April 19 in order to hear concerns and get feedback about what we need to do to make this project sustainable and improve the efforts to support students moving forward.

Dr. Graff began by stating that the Persistence Project is an effort by Oakton faculty to increase persistence by building student engagement through a particular pedagogical method. This is the third year of the project and nearly 200 hundred faculty members have participated from twenty different departments and programs. Departments are encouraged to customize the project to meet the needs of their disciplines and in calling ourselves the Persistence Project, we want to recognize that although this is our goal, it is just one component of promoting persistence at Oakton. We also want to say that there are other pedagogies that are of equal significance, but that this particular pedagogy has proved for many of our faculty members, to have a transformative effect on their classrooms. The project is based on research that suggests that the first three weeks of class are very important in guaranteeing student engagement. The Persistence Project has specific guidelines for the first three weeks. These include having high academic standards, learning names, giving feedback on an early assignment or quiz, but the one practice that is quite unusual, is that the Persistence Project faculty agree to schedule a fifteen minute, one-to-one conference with every student in their class. The purpose of this conference is getting to know students; it is not for the purpose of giving them advice on how to study or to review the

syllabus one more time, the purpose is to listen to the students. These conferences also work very well in online classes as most of our online students live near the campus and are very happy to meet with their instructors face- to-face, and there is Skype when that is not possible. Of course, the rest of the semester is important as well, not just the first three weeks. Participating faculty agree to make every attempt to acquaint their students with the range of Oakton resources and opportunities. They try to attend at least one co-curricular event with their students such as public forums, plays, STEM presentations, and many events that are funded by the Oakton Educational Foundation. Instructors have also agreed to contact any student who is struggling and to make sure that they get help; and they agree to talk to their students about registering for the next semester and about completing an associate degree or certificate at Oakton.

Dr. Graff relayed that many of the instructors who have participated in the project have found that it has fundamentally changed their classes and their relationship with students. In December 2017 when our Achieving the Dream (ATD) coaches visited, they attended a Persistence Project recognition ceremony hosted by President Smith. They listened to faculty members from a wide range of departments talk about what the project had meant in their classes. The ATD coaches told us that what they heard from faculty was one of the most impressive things that they had seen in all of their years of being ATD coaches. Almost all of our participating faculty agree that what is key is the one-to-one conferences. In her own experience with the Persistence Project, Dr. Graff relayed that students have told her that they did not want to reveal their actual career goals when they were registering at Oakton because they were worried that their ambition to be an astronaut or screenwriter would seem ridiculous to others. It is also noteworthy that once students have come for a one-to-one conference, they are likely to return. Dr. Graff noted that this approach works because the project emphasizes human connection. If a student makes a human connection, the student is much more likely to persist. The project also makes students more likely to persist because it makes us better teachers. A teacher who knows his or her students, will know what that student brings to the class in terms of life experience and knowledge, may be able to incorporate that into the class. Like any project, the Persistence Project faces a number of challenges that includes: difficulties for adjunct faculty relating to time; knowledge of Oakton; office space; all of which can make the scheduling of the one-to-one conferences difficult. Some adjuncts have been able to participate and have done a great job, and the Student Success Team is now talking about ways in which we can assist more adjuncts to participate. A second challenge has been that not all instructors feel comfortable with the one-to-one conferences. Some instructors need to learn more about how to ask open-ended questions and letting the students take the lead. We recognize that we need more professional development to guarantee that faculty can conduct effective, respectful and culturally responsive one-to-one conferences. We are now trying to emphasize that instructors should only attempt the Persistence Project in one class per semester. We hope that as more instructors do this, all Oakton students, especially first time students, will have the opportunity to have at least one class in the program. This project also involves more stress for instructors since they sometimes learn about the considerable challenges faced by some of our students. Often there are Oakton or community services to which we can direct our students, but sometimes we can only listen and empathize. However, Dr. Graff stressed that if there is one thing that she has learned through this project, it is that students absolutely want us to listen.

Next, Dr. de la Riva spoke about data that was collected in the Fall of 2017 where 769 students took a survey adapted from the Community College Success Measure (CCSM), which was developed to examine predictors of community college student success. Among those factors were campus ethos, non-cognitive outcomes, environmental factors and identity. For the purpose of measuring our student's perceptions, Dr. de la Riva selected campus ethos, which refers to students' perceptions of the campus climate and the culture of the institution. Data collected included: a sense of belonging, personal relationships with faculty, validation from faculty, and welcomeness from faculty. The results were very positive. From the data that was collected among those participating in the Persistence Project, we found that most of the students had a very strong sense of belonging with faculty, personal relationships with faculty; validation from faculty; and welcomeness from faculty. Data showed that there was a good relationship with faculty inside the classroom, but a lower score for knowing about the student's life. Also reviewed was how our faculty were doing in the classroom, we have certain guidelines and overwhelmingly, about eight-six percent of the faculty had at least one individual meeting within the first three weeks of the semester, and for some, more than one meeting. Results were also given for the prompt feedback from instructors; instructors who discussed student resources and opportunities at Oakton,

instructors who attended a co-curricular event with a student; and discussion relating to the benefits of obtaining an associate's degree. This survey supports that students perceive that faculty members value and care about them. In conclusion, Dr. Graff relayed some of the faculty testimonials regarding their experience in the Persistence Project, all of which were positive.

Trustee Tennes commented favorably on the report, stating that it sounds like exciting work. Trustee Burns commented that it feels good to know that our faculty want to do this for students; put themselves out there and embrace students, because students do need this from faculty, they want affirmation. Trustee Burns touched on the challenges that were brought up regarding the adjunct faculty issues. Dr. Graff replied that there are several welcomed provisions in the new adjunct contract, allowing adjuncts to frontload their office hours so that they would have more office hours earlier in the semester to participate in the Persistence Project, and this will be helpful. Adjuncts can now also use this as part of their professional development qualification that they need to have. President Smith emphasized that this endeavor has been voluntary by faculty at this point. The practice has been promising, but as you grow, you realize where the challenges and concerns are. As we look to grow this and keep it sustainable, we need to engage more part-time faculty. President Smith noted that at the town hall meeting on April 19, we will be opening it up to faculty who have not participated, who might have questions and concerns, so that we can do our best to grow as we think this is a promising practice. The faculty who have participated have done so simply because they wanted to be involved and it grew very quickly early on, and our hope is to inspire more faculty to become involved.

Trustee Tennes asked how many faculty are involved. Dr. Graff replied that there have been different faculty every semester, although there are some who have participated all six semesters. It is a considerable amount of work and there are many questions and debates about ways that the project could be improved. Twenty-five percent of Oakton students are enrolled in a class where an instructor is participating in the Persistence Project, approximately 2,000 students. Chair DiLeonardi asked if the students who filled out the questionnaire were part of the 2,000. Dr. de la Riva replied that assessments were given to all of the participating students, 769, roughly thirty percent, filled out the questionnaires. Trustee Tennes commented that it is important for her as a Board member to express her appreciation to the faculty who have taken this initiative on voluntarily. President Smith commented that the College is having a celebration on April 25 for faculty who have participated; and as stated earlier, there was one in December as well. All participants will be receiving medallions that they will wear at Commencement.

Public Participation – David Arietti promoted an Earth Day lecture that he will be giving at the Skokie campus later in the week.

4/18-3a Approval of Consent Agenda

Trustee Frank offered:

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

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

4/18-3b Approval of Consent Agenda Items 4/18-4 through 4/18-9

Trustee Frank offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 4/18-4 through 4/18-9 as listed in the Consent Agenda.”

4/18-4 Ratification of Payment of Bills for March 2018 (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 \$6,666,724.74 for all check amounts and for all purposes as appearing on a report dated March 2018.”

- 4/18-5 Acceptance of Treasurer’s Report for March 2018**
 “Be it resolved that the Board of Trustees of Community College District 535 receives for filing as part of the College’s official records, the report of the Treasurer for the month of March 2018.”
- 4/18-6 Acceptance of Quarterly Report on Investments**
 “Be it resolved that the Board of Trustees of Community College District 535 authorize the acceptance of the Quarterly Report on Investments for filing.”
- 4/18-7 Ratification of Actions of the Alliance for Lifelong Learning Executive Board**
 “Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a to g and hereby approves the expenditures in the amount not to exceed \$85,541.67 for all funds listed in items a, e and g.”
- Authorization to pay part-time faculty in the amount of \$30,353.41 for the Spring 2018 term.
 - Authorization to rescind payment for part-time faculty in the amount of \$922.20 for the Spring 2018 term.
 - Recommend no FY’19 tuition increase for general Alliance classes. The tuition for some specialized classes including: workforce related, on-line, computer, Emeritus, Youth and fitness classes will vary from the approved rates due to increased vendor costs or based on competitive rates. Tuition for reimbursable Alliance classes will align with the Oakton per credit hour rate.
 - Recommend the continuation of the professional services of the Adult Education educational specialists for the GED Program, Literacy Program, ESL Program and the Evening High School Program pending the receipt of adequate FY’19 ICCB Adult Education and Family Literacy grant funds.
 - Recommend the continuation of professional services, effective July 1, 2018 through June 30, 2019 of the professionals who plan, develop and implement the Continuing Education for Health Professionals (CEHP) courses, seminars and activities. The amount to be paid will not exceed the following: Pam Mauro, LSW - \$35,000.
 - Recommend the FY’19 classroom and office rental rates and computer usage rates remain at the same level as the FY’18 rates unless otherwise reduced by individual districts.
 - Payment for Fall 2017 Space Utilization and Facilities Services and Classroom/Office Space rental as follows:

	<u>Services</u>	<u>Rental</u>
District 535 (Oakton)	\$1,868.00	\$10,593.18
District 202 (Evanston)	\$0	\$4,035.41
District 207 (Maine)	\$0	\$1,561.35
District 219 (Niles)	\$0	\$1,851.30
District 225 (Glenbrook)	\$0	\$279.02
Total Payment	\$1,868.00	\$18,320.26

- 4/18-8 Supplemental Authorization to Pay Professional Personnel – Spring 2018**
- "Be it resolved that the Board of Trustees of Community College District 535 approves the adjustments of part-time faculty 2018 spring semester salaries in the amount of \$170,931.81, resulting in a revised total of \$4,087,822.97."
 - "Be it further resolved that the Board of Trustees of Community College District 535 approves the adjustments of overload faculty 2018 spring semester salaries in the amount of \$40,763.10 resulting in a revised total of \$531,555.59."
- 4/18-9 Approval of Clinical Practice Agreements**
 “Be it resolved that the Board of Trustees of Community College District 535 approves the following cooperative agreements:
Emergency Medical Technician:
 Presence Saint Francis Hospital/Lurie’s Children’s Hospital
 Presence Saint Francis Hospital
Basic Nursing Assistant Training:

Lieberman Center for Health & Rehabilitation
Early Childhood Education:
 One Hope United Center.”

Trustee Tennes seconded the motion; Trustee Burns called the roll:

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

The motion carried; Student Trustee Timperley favored the resolution.

4/18-10 Authorization to Approve April Purchases

Trustee Stafford offered:

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

<u>Agenda Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
4/18-10a	1	Owner’s Representative Services – Three Year Contract	Cotter Consulting, Inc.	\$ 700,000.00
4/18-10b	1 - 2	Computers and Monitors for FY 2017-2018	Dell Marketing, L.P.	\$ 170,230.00
4/18-10c	1 - 2	Computer Enhanced Graphic Cards for FY 2017-2018	Computers On The Move	\$ 45,271.08
4/18-10d	1	Great America Tickets on Consignment	Six Flags Great America	\$ 64,066.00
4/18-10e	1	uAchieve Software - Implementation, Training, Maintenance and Upgrade Agreements – Two Year Contract	CollegeSource, Inc.	\$ 100,000.00
4/18-10f	1	Vision Insurance - Contract Extension	Vison Service Plan	\$ 16,000.00
		Grand Total		\$ 1,095,567.08.”

Trustee Tennes seconded the motion; Trustee Burns called the roll:

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

The motion carried; Student Trustee Timperley favored the resolution.

4/18-11

Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Customer Relations Management System-Three Year Contract; b) Architectural Services for Skokie Renovation Projects; c) Oracle Database Software Maintenance and Support-One Year Contract; d) Cherwell Software License Subscription-Three Year Contract; e) Palo Alto Networks Firewalls and One-Year Maintenance/Support Renewal Contracts and Hardware; f) Trash Disposal and Recycling Services-Four Year Contract; g) Electrical Switchgear Replacement and Upgrades; h) Advertising Agency Services; and i) Core and Edge Network Equipment.

4/18-12

Approval of a Settlement Agreement

Trustee Tennes offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve the Settlement Agreement entered into between the College and employee Ms. Ramona Nitzschke, which includes a monetary payment, workplace accommodations and a notice of retirement in exchange for dismissal of her complaint and waiver, and release of all claims against the College.”

Trustee Frank seconded the motion; Trustee Burns called the roll:

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

The motion carried; Student Trustee Timperley favored the resolution.

4/18-13

Authorization to Name a Space on Student Street

Trustee Tennes offered:

“Be it resolved that in recognition and appreciation for Debbie and Carl Costanza’s support of the Oakton Educational Foundation’s *Building Leaders and Legacies* initiatives, and consistent with the Board Policy 1024, the Student Street East Lounge 1830A-North be named as follows: Given by Debbie and Carl Costanza.”

Mr. Frank seconded the motion.

Trustee Tennes commented on Mr. Costanza’s service when he was employed at the College. It is clear that he has a heartwarming amount of affection for the institution and has not forgotten what it meant for him and his family. ‘Thank you Carl and Debbie from the entire Board.’

Trustee Burns called the roll:

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

The motion carried; Mr. Timperley favored the resolution.

4/18-14

Authorization to Lease Property

Trustee Frank offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes a three-year Lease of Property to Chicago North Men’s Senior Baseball League, 4432 N. Clifton, 3N, Chicago, Illinois, 60640, for a total of at least \$143,009.00 for the baseball season period from May 2018 to October 2020.”

Trustee Kotowski seconded the motion.

Chair DiLeonardi said that this is a longstanding arrangement with the Chicago Men’s Senior Baseball League; they have been leasing the property for years; it is a good partnership, which President Smith noted, has been over thirty years.

Trustee Burns called the roll:

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

The motion carried; Student Trustee Timperley favored the resolution.

4/18-15

Approval of Policy Revisions

Trustee Salzberg offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves the revisions to Policy 3014.”

The motion was seconded by Trustee Kotowski.

Trustee Stafford thanked the Sustainability Committee and Trustee Kotowski for all of their hard work on this updated policy. He also thinks that as time goes on, this is also going to be good business, as the cost on sustainable products and services will come down as more of these types of products become available.

Trustee Burns called the roll:

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

The motion carried; Student Trustee Timperley favored the resolution.

Trustee Frank talked about the closing of Bon Ton, parent company of Carson Pirie Scott, which has two stores in Oakton’s district. Carson’s will be going out of business and the College will lose two corporate partners.

Carson's demise is important, as they do pay twice the property taxes that would occur on a residential property, and will weaken other businesses in the malls where they reside. Trustee Frank reminded everyone to please shop at the brick and mortar stores in our district because if they go away, the College will eventually be impacted.

Adjournment

The next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held on Tuesday, May 22, 2018, beginning at 7:30 p.m. at the Skokie campus, 7701 N. Lincoln Avenue, in room P104.

Trustee Tennes made the motion to adjourn the meeting, which was seconded by Trustee Salzberg; a voice vote was called and the meeting was adjourned at 8:30 p.m.

Joan W. DiLeonardi
Joan W. DiLeonardi, Chair

Martha Burns
Martha Burns, Board Secretary

ec
4/2018

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