

**Minutes of the Oakton Community College Board Meeting
September 25, 2018**

The 736th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, September 25, 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 6:55 p.m. in room 1502, Chair Joan DiLeonardi called the meeting to order. Acting Board Secretary William Stafford called the roll:

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

Trustee Burns was absent for the meeting.

Chair DiLeonardi 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; and pending litigation. Trustee Salzberg made the motion, seconded by Trustee Kotowski.

Trustee Stafford called the roll:

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

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

At 7:15 p.m., Chair DiLeonardi asked for a motion to adjourn the closed session meeting. Trustee Salzberg made the motion; seconded by Trustee Kotowski; a voice vote was called and the meeting adjourned.

Open Session and Roll Call

Chair DiLeonardi called the regular meeting of the Board of Trustees to order at 7:30 p.m. in room 1506.

Trustee Stafford called the roll:

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

Trustee Martha Burns was absent for the meeting.

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. Bonnie Lucas, Vice President, Data and Analytics.

Pledge of Allegiance – Ms. Bonnie Lucas

Approval of Minutes

Chair DiLeonardi asked for a motion for the approval of the minutes of the August 21, 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

Dr. Smith asked for introductions:

Full-time Faculty present included: Gregory Hamill, President of the Full-time Faculty Association, and Professor, Sociology; Donovan Braud, Professor, English; Lisa Cherivtch, Professor, Business; Julia Fraas, Professor, Library Services; Margaret Gas, Professor, Nursing; Michael Farquhar, Professor, Mathematics; Daniel Roth, Associate Professor, English; and Kristie Zenchak, Professor, Biology.

Classified Staff present included: Kathleen De Courcey, President of the Classified Staff Association, and College Relations; Philip Cronin, Media Services; Eileen Cukierski, President's Office; Simi Khurana, Student Life; Jon McFarlane, Media Services; and Larry Williams, Information Technology.

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

Dr. Smith welcomed Joe Scifo, the new Director of Facilities to his first Board meeting.

Other administrators present included: May Alimboyoguen, Assistant Dean, Health Careers; Robyn Bailey, Director, Operations and Administration; Anne Brennan, Assistant Vice President of Academic Affairs, College Transitions; Michele Brown, Director, Student Recruitment and Outreach; Colette Hands, Associate Vice President, Chief Human Resources Officer; 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; Juletta Patrick, Assistant Vice President, Student Affairs/Dean, Access, Equity and Diversity; Doreen Schwartz, Director, Business Services; Cheryl Warmann, Director, Enrollment Services; Andy Williams, Controller, Budget and Accounting Services; and Ruth Williams, Dean, Curriculum and Instruction.

Guests: Ms. Genevieve Bookwalter, Chicago Tribune and Mr. Wayne Serbin

Statement by the President

Dr. Smith began by offering condolences to Al Grippe, Director of Grant Strategy and Development, on the passing of her father-in-law, Anthony Vivirito. Congratulations to Kristen Shedroff, Early Childhood Education teacher, on the birth of her son Dylan; to Katie Anastasiadis, Special Needs Advisor, on the birth of her daughter Demetra Tasia. Congratulations were also offered to May Alimboyoguen and her husband Mike Battung on their recent marriage, and to Sebastian Contreras, Jr. and his husband Sean O'Shea on their recent marriage. Congratulations to Edwin Chandrasekar, Andy Williams, and the Budget and Accounting Services team, for earning two prestigious awards from the Government Finance Officers Association (GFOA) for their Comprehensive Annual Financial Report (CAFR), and for the Popular Annual Financial Report (PAFR).

Congratulations were offered to Bakahia Reed-Madison, Professor of Human Services and Psychology, for receiving the Mark Sanders Commitment to Advocacy Award, from the Illinois Association of Addiction Professionals. Congratulations to Leslie Dubin, Adjunct Faculty member in Business, for receiving the Outstanding Gold Alumni Award from Northeastern Illinois University. Dr. Smith gave an update on the college's progress towards our WIG (Wildly Important Goal). We have been focusing on our fall-to-fall persistence rate, and have moved from forty-five, to forty-eight, to fifty, and this year, to fifty-one percent; we are slowly getting closer to our goal of fifty-four percent. September is Hispanic Heritage Month and we are celebrating Hispanic and Latino heritage and culture through mid-October with workshops, speakers, films and activities. The Oakton Educational Foundation will be hosting Art for Education's Sake, a benefit reception and art auction on October 12, beginning at 6:00 p.m. at the Skokie campus; contact the Educational Foundation office for ticket information. In the Koehnline Museum of Art, 'Nevertheless She Persisted: Women of Courage, Tenacity and Strength', a juried exhibition of art by women, will run from September 27 through October 19. Oakton's Day of Service is scheduled for September 28. President Smith bid farewell to Bonnie Lucas, Vice President of Data and Analytics. Ms. Lucas served the college with distinction for twenty-one years; and she will be greatly missed. We are appreciative for all the gifts that she has given to Oakton Community College.

ICCTA Liaison Report

Trustee Frank reported that he and Trustee DiLeonardi attended the ICCTA meeting on September 14-15 in Peoria, Illinois. Per Trustee Frank, the highlight of the meeting was the seminar on legal updates. Chair DiLeonardi said that often the highlights at the meetings are on legislation, but because of the upcoming election, there is very little going on in the legislature. There will be more to report after the next quarterly meeting.

Student Trustee Report

Student Trustee Jack Timperley reported that the fall semester is in full thrust. The Student Government Association (SGA) clubs, organizations, and departments are hosting events and activities to get students engaged with the college. The SGA has been hosting brand new events this semester including networking meetings for leaders of clubs and organizations; Q & A with the President; and a lip sync battle that had fifteen students competing. Thanks to faculty, staff and administrators who contributed to this amazing event and to those who participated in the promotional video. Phi Theta Kappa is also partnering with Be the Match, for a semester long campaign in efforts to register as many people as possible for the National Bone Marrow Donor Registry. Other spectacular student events included Fall Fest, LatinX – the kickoff to Hispanic Heritage Month, and outdoor movie night in Skokie. The SGA would like to formally invite all Trustees and members of the President's Council, to an SGA meeting this semester on Wednesdays from 3:00 – 5:00 p.m. in room 2139 at the Des Plaines campus or room C40 at the Skokie campus. Mr. Timperley said that he was proud to have represented the college at the IBHE-ISAC's first meeting in Springfield and looks forward to many more opportunities to show off our college. He quoted a fellow student who said 'building a sense of community is worth fighting for; we are headed in the right direction.'

Comments by the Chair

Chair DiLeonardi commented that the college will miss Bonnie Lucas. We appreciate all of the service she has given to the college, and how she has helped each new Secretary of the Board, find their way through the Board book! Ms. Lucas is an amazing guide for all of us in many ways. At this time, Chair DiLeonardi presented a bouquet of flowers to Ms. Lucas.

Report: Access, Equity and Diversity at Oakton Community College

Ms. Juletta Patrick, Assistant Vice President of Student Affairs, and Dean of Access, Equity and Diversity, and Dr. Colette Hands, Associate Vice President, Chief Human Resources Officer, presented the report on Access, Equity and Diversity to the Board. Dr. Smith commented that the Board of Trustees had a retreat on September 22nd that focused on the Board's role in advancing the college's equity agenda. This report will show some of the ways that the college is working on those goals.

Ms. Patrick began by thanking the Board and Dr. Smith for allowing her and Dr. Hands to present on access, equity and diversity at Oakton Community College. The objectives of the presentation are to speak on Oakton's institutional equity agenda; discuss Oakton's strategic response to this agenda from both the student and employee perspective; discuss how Oakton will measure success; and discuss next steps to continue to support our equity agenda. Our institutional strategic plan is Success Matters. There are four major components of the plan, one of them being Equity Matters. It outlines our commitment, our work going forward that we pledge to do when it comes to our commitment to equity. We hope to create an environment that supports inclusion, engagement and learning for all students. We have to address our opportunity gaps, we will engage in a more robust evidence-based examination to scrutinize institutional and societal barriers to equity; we will invest in equity minded policies, practices, and behaviors that lead to success for all students, and we hope to explore models that increase faculty participation in high impact practices that diminish opportunity gaps, and the Persistence Project is one of those high impact practices. At Oakton, we have quite a diverse student body. Our enrollment consists of forty-five percent of racially ethnic diversity, which is nearly half of our student body. How do we support our diverse students and what are the strategies that we employ in order to support our equity agenda?

Our strategies are comprehensive. There are strategies that are organizational in nature; strategies that are strategic in nature; we have programmatic strategies that we employ; and we have collaborative strategies where we partner with external constituents. Our academic programs support equity. We have programs related to global studies, women and gender studies, Jewish studies, peace and social justice studies, modern languages, and much more. We offer a host of diverse oriented courses that support our equity agenda. We also have several councils, teams, work groups, and our anti-racism team. The team prepares for a future without systemic racism that empowers all members of our community to use their creativity in an inclusive anti-racism and anti-oppressive environment. Our Diversity Council strives to make the college a more inclusive, diverse and anti-biased institution. The Diversity Council engages the college community in raising awareness about the importance of creating an inclusive collegiate environment. At Oakton, we recognize the need for a welcoming campus where members of the diverse LGBTQ+ community are respected, valued and are supported. The mission that the LGBTQ+ working group has is achieved through many educational and informative training opportunities, services, and resources. Our undocumented DACA Student Support Group is a very strong group that provides advocacy training, and employee education related to DACA and undocumented students. Lots of work is being done in that effort. We are putting together with the help of our College Relations team, a resource document that will help others around the college to understand how they can support our undocumented and DACA community of students. The plan is to have one of these resource booklets in every office and department at the Des Plaines and Skokie campuses. The Access and Disability Resource Center (ADRC) is extremely important to our organizational structure; their mission is to provide access to education for all students as they provide a range of accommodations and services for students with documented disabilities.

Ms. Patrick commented that she does not know of many community colleges that have an entire subdivision that is devoted to equity, diversity and inclusion. It is a structural piece that is significant in order to employ an equity agenda. We have that here at Oakton, and it is the division for which Ms. Patrick has leadership and responsibility. Regarding the Strategic Enrollment Management (SEM) plan, the Board has learned about some of the strategies that are part of our SEM plan, which have all of us working towards our equity agenda. Our project, Oakton's Voices, is a project that is arts based, developed by the creative writing program. The goal of this project is to use the literary and dramatic arts as a social justice tool to amplify voices that are not always heard, in hopes of ushering the Oakton community towards more complex, sometimes difficult conversations, and to foster understanding, deep reflection, and a sense of community. It is about listening and understanding the voices that go unheard and understanding what those voices are and how sometimes our systems and our structures do not allow for success, whether it is for students, faculty or staff. This project is extremely important, it is a piece of the larger puzzle that we are creating to support the equity agenda.

Ms. Juletta remarked that in March 2018, the college opened the Center for Campus Inclusion and Diversity (CCID). This is a safe space for students to come, to learn, to receive services, and to participate in programs and presentations. It is a workspace for clubs and organizations; it is a place where our students can gather, where they can feel comfortable and just engage one another, and be who they are. The hope is to have many more safe spaces like this. Ms. Patrick talked about the Care Closet, which will stock items such as non-perishable food items and personal care items. When we talk about equity, the Care Closet is the type of thing that we need to have to support and care for our students. Our Andale! program (Association to Nurture and Develop the Advancement of Latino in Education) is a particular group that has several types of services and programs that are offered to our LatinX community of students. Because we have one-on-one advising and personalized and engaging services and programs, the persistence rates for the LatinX students have increased. To ensure that our LGBTQ+ diverse community feels welcome and supported on campus, we started an initiative to have gender inclusive restrooms for our LGBTQ+ students, which we have nine. Finally, as Dr. Smith articulated earlier, we went from forty-five percent to fifty-one percent in terms of our fall-to-fall persistence, and we are very proud of that. We have seen some gains in our LatinX students that have participated in this project. Our black students have remained the same when it comes to persistence. Consequently, we have some work to do in trying to employ and reach the goals of our equity agenda for that population.

Next, Dr. Colette Hands talked about the equity agenda as it relates to the employee perspective. In September 2017, Oakton was recognized by CUPA-HR, which is the College and University Professional Association for Human Resources, for getting it right in leadership, diversity and equity. Oakton was cited as one of eleven top performing institutions in four areas within the administrative ranks. Those four areas include women's pay equity; minority pay equity; women's representation; and minority representation. Often institutions can obtain one or two of those factors, but it is less often that an institution can succeed in all four of those areas. Over the past several years, Oakton has made strides in employee diversity. We have made progress in our employee groups over the past four years in employees of color: administrators have increased from thirty-three to forty percent; classified staff, thirty-five to thirty-seven percent; full-time faculty, fifteen to seventeen percent; part-time faculty, twenty-one to twenty-five percent; and our police department has hovered around twenty to twenty-five percent, over the past five years. We do recognize that we have more work to do in our faculty ranks so that we can mirror our student body, but that sometimes is challenging when you do not have a lot of turnover in your faculty ranks. In terms of employee diversity by gender, for females, Oakton continues to be a female dominated institution. The police department does continue to be male dominated, which mirrors police departments across the county, as it is a predominantly male workforce. In terms of males, we do have fewer males at this campus, but our employee body does resemble that of our student body as we do have more female than male students.

In our hiring practices, we are committed to cultural competency training as part of our process. Our Search Committees are cross-functional teams of seven to nine individuals from across the college. They provide different perspectives and input on the positions and the hires that we are making. We value the fact that we have these interdisciplinary teams because they represent the diversity of Oakton. Part of the training is to help us eliminate bias in our hiring processes, so we have hired a training specialist that supports working with our search committees and helps eliminate the process of inserting bias into that search. Research tells us that we can make our hiring decisions within five to ten minutes of seeing somebody, and usually that is based on bias. What we want to do is make sure that we are intentional in talking about the elimination and the management of that bias in the hiring practice, and we do that through training and education. The college works with both internal and external training groups. We partner with the Kaleidoscope Group, an organization that trains employees on how the selection and hiring process connects to organizational commitment of cultural competence, diversity and inclusion. Internally, our Center for Professional Development conducts training on microaggressions, and how to conduct an effective search process. An employee that is interested in serving on a search committee at Oakton has to go through the cultural competency training. To date, we have trained 226 employees and provided the refresher course to 79 employees. Dr. Hands acknowledged that this is a true time commitment from our employees. Every person's contribution is important. Each committee gets a customized guideline booklet that identifies what the specific search needs; goes through a matrix process in developing what the qualifications are that we are seeking in order to stay true to what we have put in our job descriptions. They discuss the process and the criteria used to evaluate the nominees before we review the applicants because we do not want bias to enter into creating a matrix or looking at resumes. Committee members discuss the top candidates and create a short list using inclusive practices rather than exclusive. We want to ensure that every committee member's voice is heard. The committee interviews candidates and recommends finalists to the hiring manager, who ultimately makes that hiring decision. We have an intentional process in terms of hiring at the college.

Lastly, Dr. Hands talked about the college's recruitment and retention efforts. We are committed to this process. It is not perfect, but we work on it every time we have a hire, making sure that we are getting it right, because hiring is hard. We will continue to promote Oakton's commitment to diversity and inclusion. We will continue to be proactive and do outreach to underrepresented populations; we want to make sure we talk about our shared governance process, mentoring programs within our diverse faculty groups, and how can we retain our diverse faculty. In addition, we want to be intentional about providing more leadership opportunities to diverse faculty. We continue to examine where we are advertising; continuing to look at how we market the college to different groups as an employer, and we want to ensure that we are staying committed to cultural competency and making sure that we are making good hires.

Ms. Patrick talked about measuring success. Some ways that we want to measure success, is that we want to have pre and post climate survey data to measure effectiveness or a need for improvement. Whenever we gather data, we want to make sure that it is disaggregated. It is extremely important in understanding how the various groups are doing and it helps us to determine whether we are meeting our equity goals. We want to employ equity focus groups for students and employees to gather data, qualitative and quantitative. We want to exercise evaluations for our programs and services, and look at good evaluation tools to understand how we are doing and what we need to do better. We want to continue those strategies that have proven to be successful, and sunset those that are not effective to help us meet our equity agenda goals. Finally, we want to implement new strategies that are aligned with our equity agenda and that will help accomplish our goals.

Trustee Frank asked how we are helping the people in the Evanston community. Ms. Patrick replied that we have formulated a recruitment and retention team that consists of faculty, staff and administrators from around the college, some of who are Evanston graduates, to discuss strategies to help Evanston students of color, as well as

other districts that we service, to access and move through the institution. We have had a few meetings and we have determined strategies around recruitment, retention and marketing. We want to get out into the Evanston community, promoting an awareness and recruit students of color to Oakton, let them know our value; make them aware of all the things that we have that would help them be successful. Trustee Tennes asked for a description of the Care Closet and whether there will be one at the Skokie campus as well. Ms. Patrick said that we are in the process of implementing the Care Closet, which will be opened at the Des Plaines campus mid to late October and at the Skokie campus in the near future. With the renovations at the Skokie campus, there is no dedicated space for which to put the Care Closet at this time. At the Des Plaines campus, the Care Closet is a space that is inside the CCID, where students can find access to self-care resources such as non-perishable food items, soap, deodorant, etc. The Care Closet is intended to serve students who are in need. Trustee Salzberg inquired how are we going to market the Care Closet that will be opened first at the Des Plaines campus, to the Skokie campus students to make them aware that they can come to Des Plaines for assistance. Ms. Patrick said that we will collaborate with our College Relations department to make sure that we have information available through flyers, and Oakton Matters so that the faculty and staff are aware and can relay the message about the Care Closet to students. We also have our Student Life staff that is stationed at the Skokie campus that would be able to get the word out to the students that attend that campus. We have a student newsletter that goes out to the student population that will contain information as well. Chair DiLeonardi asked if there is a target date for the opening of the Care Closet in Skokie, Ms. Patrick answered that she does not have a date at this time. Trustee Tennes noted that she would like to know when a date has been decided on, as she is interested in campus equity.

Trustee Tennes also talked about the issue of diversity among the faculty, specifically, what the strategy is for diversifying the faculty, and whether the training specialist works with all committees, including the faculty hiring committees. Dr. Hands replied that in terms of the training specialist, yes that person actually works with all of the search committees, specifically the administrative committees and all of our faculty committees. That position was actually built out of faculty hiring and the faculty hiring process. It was a demonstration of the commitment from faculty to want to diversify the faculty so that we could match our student body. Have we the numbers that we want, no, but are we committed to continuing to try to diversify our faculty. We have our vice president of Academic Affairs who participates in those search committees. When we have the faculty searches, we have individuals from within the department as well as from external departments, to get different perspectives as well. We also try to ensure that our advertising and outreach is sent to different outlets so that we can attract more diverse faculty. Trustee Tennes suggest that it should be a goal for the institution to see some growth in those numbers. We did have a number of faculty retirements in the not so distant past, and to not have growth or change is disappointing. Trustee Salzberg noted that he supported the comments Trustee Tennes has made. Trustee Tennes suggested that until there is a suitable space for the Care Closet at the Skokie campus, perhaps there could be a space, albeit a scaled down version, in the Student Life office at that campus that could provide the same types of services to the Skokie students. Ms. Patrick thought that was an excellent suggestion that this is something that is certainly doable. Lastly, Trustee Tennes suggested that perhaps the Educational Foundation be tapped to provide funds for such a project.

Public Participation – None

New Business

9/18-1a

Approval of Consent Agenda

Student Trustee Timperley offered:

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

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

9/18-1b Approval of Consent Agenda Items 9/18-2 through 9/18-7

Trustee Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 9/18-2 through 9/18-7 as listed in the Consent Agenda.”

9/18-2 Ratification of Payment of Bills for August 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 \$6,356,502.03 for all check amounts and for all purposes as appearing on a report dated August 2018.”

9/18-3 Acceptance of Treasurer’s Report for July 2018

“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 July 2018.”

9/18-4 Acceptance of Treasurer’s Report for August 2018

“Be it resolved that the Board of Trustees of Community College District 535 receive for filing as a part of the College’s official records, the report of the Treasurers for the month of August 2018.”

9/18-5 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 \$107,082.08 for all funds listed in item a.”

a. Salary payments in the amount of \$107,082.08 for part-time teaching services for the Alliance for Lifelong Learning Fall 2018.

b. Salary rescinds in the amount of \$65.00 for part-time teaching services for the Alliance for Lifelong Learning Summer 2018.

9/18-6 Ratification of Payment of Professional Personnel – Fall 2018

1. “Be it resolved that the Board of Trustees of Community College District 535 ratifies the payment of salaries for teaching on a part-time basis during the fall semester, 2018; the total payment amounting to \$3,457,623.21.”

2. “Be it further resolved that the Board of Trustees of Community College District 535 ratifies the payment of salaries for teaching on an overload basis during the fall semester, 2018; the total payment amounting to \$369,507.60.”

9/18-7 Approval of Clinical Practice Agreements

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

Early Childhood Education: Winnetka Public School Nursery

Health Information Technology: OSF HealthCare System, Saint Anthony Medical Center

Health Information Technology, Physical Therapy, and Medical Assistant

Northwest Community Hospital

Medical Assistant: NorthShore University Health System

Nursing: Northern Suburban Special Education District

Pharmacy Technician: Care One Pharmacy.”

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

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

The motion carried; Student Trustee Timperley favored the resolution.

9/18-8 Affirmation of Mission, Vision, and Values

Trustee Tennes offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby affirms the Mission, Vision, and Values Statement.”

Trustee Stafford seconded the motion.

Chair DiLeonardi noted that this statement was approved by the Board in March 2017 and feels that it is important to affirm it again. Trustee Tennes noted that the three components of the statement: Mission, Vision, and Values, and under Values, the key words are ‘a focus on students is at the core of those values and the key words are responsibility, diversity, equity, integrity, compassion and collaboration’. Trustee Kotowski asked if the language that is stated is any different from the one that was affirmed last year. Per Dr. Smith, the language is the same, and it is best practice to annually affirm that we are still committed to our Mission, Vision, and Values Statement.

Trustee Stafford called the roll:

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

The motion carried; Student Trustee Timperley favored the resolution.

9/18-9 Ratification of Board of Trustees Scholarships for 2018-2019

Student Trustee Timperley offered:

“Be it resolved that the Board of Trustees of Community College District 535 ratify the Board of Trustees’ Scholarships for the academic year 2018-2019 to Alicia Gonzalez, Miqdad Haji, Rafael Hernandez, Angela Koshy, and Raanan Simand.”

Trustee Salzberg seconded the motion.

Chair DiLeonardi noted that this is an important distinction for students who are high achievers and the Board is more than happy to award these scholarships.

A voice vote was called and the motion passed.

9/18-10 Authorization to Approve September Purchases

Trustee Kotowski 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>
9/18-10a	1	Microscopes	W. Nuhsbaum, Inc.	\$ 92,500.00
9/18-10b	1 - 2	Xerographic Paper	Midland Paper	\$ 55,321.20
9/18-10c	1 - 2	Data Warehouse Software - Three-Year Contract	ZogoTech	\$ 550,150.00
9/18-10d	1 - 2	Customer Relations Management System - Three-Year Contract	TargetX	\$ 292,450.00
			Salesforce	\$ 135,135.00
Grand Total				\$ 1,125,556.20.”

Trustee Tennes seconded the motion.

Chair DiLeonardi commented that she had asked for more background on the software purchases. She stated that the Board is used to getting comparable amounts. There was a very thorough explanation of the process that they went through for the selection vendors, but not financial detail. Upon Chair DiLeonardi’s request, Ms. Lucas provided comprehensive details so that the Board can do their due diligence regarding these purchases, which is much appreciated. Trustee Stafford said that both the data warehouse system and the customer relations purchase brings the college into the 21st century in terms of being data driven and having data to support our decisions. Trustee Frank noted that he is glad that the amount of xerographic paper being purchased is going down.

Trustee Stafford called the roll:

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

The motion carried; Student Trustee Timperley favored the resolution.

9/18-11 Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Central Dispatch Pilot Implementation Program; b) Apple Macintosh Computers; and c) Edge Network Equipment.

9/18-12

Resolution Designating Date, Time and Place for Filing Board of Trustees Nominating Petitions

Trustee Kotowski offered:

“WHEREAS, an election is to be held in Community College District 535 on April 2, 2019, for the election of three members of the Board of Trustees, each to serve for a term of six years; and, WHEREAS, the Election Code and the Public Community College Act direct the Board Secretary to perform certain functions with respect to the receipt and filing of nominating petitions and statements of candidacy, or to designate a representative to perform such functions; and, WHEREAS, the Board finds it convenient and necessary to designate a member of the College staff to represent the Board Secretary in the performance of such functions, and at the request of and with the concurrence of the Board Secretary, the Board desires to designate the Secretary to the Board of Trustees as such representative;”

“NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535, COUNTY OF COOK AND STATE OF ILLINOIS, as follows:

Section 1. The place for receiving and filing nominating petitions and for the election to be held on April 2, 2019 is hereby designated Oakton Community College, 1600 E. Golf Road, Des Plaines, Illinois 60016, in room 1500.

Section 2. Pursuant to the authority conferred by the Public Community College Act, the Board hereby designates Eileen Cukierski, Secretary to Board of Trustees of Oakton Community College, to represent the Board Secretary in the performance of the Board Secretary's duties with respect to the receipt and filing of nominating petitions.

Section 3. The first day for candidates to file nominating petitions is December 10, 2018. The designated representative's office will be open for the receipt of the documents between 8:00 a.m. and 5:00 p.m., December 10 through December 14, 2018, and between 8:00 a.m. and 5:00 p.m. on December 17, 2018, the last day to file nominating petitions.

Section 4. The procedure to be followed by the designated representative of the Board Secretary for the receipt and filing of said documents shall be substantially as follows:

a) The designated representative of the Board Secretary shall receive petitions in the order presented. All petitions filed by persons waiting in line as of 8:00 a.m. on December 10, 2018, shall be deemed filed as of 8:00 a.m. Petitions filed by mail and received after midnight on December 10, 2018, are deemed filed as of 8:00 a.m. on December 10, 2018. All petitions received thereafter shall be deemed filed in the order of actual receipt.

b) Where two or more petitions are received simultaneously at the opening hour of the filing period, or if two or more petitions are received within the last hour of the filing period, the designated representative of the Board Secretary shall determine the order of filing by means of a lottery, as provided by the Election Code.”

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

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

The motion carried; Student Trustee Timperly favored the resolution.

Adjournment

The next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held on Tuesday, October 16, 2018, beginning at 7:30 p.m. at the Skokie campus of Oakton Community College, 7701 N. Lincoln Avenue, Skokie, 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

William Stafford
William Stafford, Acting Board Secretary

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9/2018

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