

**Minutes of the Oakton Community College Board of Trustees Meeting  
August 20, 2019**

The 746th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, August 20, 2019, at the Oakton Community College Des Plaines Campus, 1600 E. Golf Road, Des Plaines, Illinois.

**Closed Session – Call to Order and Roll Call**

At 6:50 p.m. in room 1502, Chair Salzberg called the meeting to order. Board Secretary Paul Kotowski called the roll:

Mr. Benjamin Salzberg	Chair	Present
Ms. Martha Burns	Vice Chair	Present
Mr. Paul Kotowski	Secretary	Present
Dr. Gail Bush		Present
Mr. William Stafford		Present
Ms. Marie Lynn Toussaint		Present
Dr. Wendy Yanow		Present
Ms. Adisa Ozegovic		Present

Chair Salzberg 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 Kotowski made the motion, seconded by Trustee Bush.

Trustee Kotowski called the roll:

Mr. Stafford	Aye
Dr. Bush	Aye
Mr. Salzberg	Aye
Ms. Burns	Aye
Ms. Toussaint	Aye
Mr. Kotowski	Aye
Dr. Yanow	Aye
Ms. Ozegovic	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; and Dr. Ileo Lott, Vice President, Academic Affairs.

At 7:35 p.m., Chair Salzberg asked for a motion to adjourn the closed session meeting. Trustee Kotowski made the motion; seconded by Trustee Yanow; a voice vote was called and the meeting adjourned.

**Open Session and Roll Call**

Chair Salzberg called the regular meeting of the Board of Trustees to order at 7:40 p.m. in room 1506.

Trustee Kotowski called the roll:

Mr. Salzberg	Chair	Present
Ms. Burns	Vice Chair	Present
Mr. Kotowski	Secretary	Present

Ms. Toussaint	Present
Dr. Bush	Present
Dr. Yanow	Present
Mr. Stafford	Present
Ms. Ozegovic	Present

Also present: Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President, Student Affairs; Mr. Edwin Chandrasekar, Vice President, Administrative Affairs; and Dr. Ileo Lott, Vice President, Academic Affairs.

**Pledge of Allegiance – Trustee Bill Stafford**

**Approval of Minutes**

Chair Salzberg asked for a motion for the approval of the minutes of the June 25, 2019 Regular Board and Committee of the Whole meetings, and the July 18, 2019 Special Meeting of the Board. Trustee Kotowski made the motion, which was seconded by Trustee Stafford; a voice vote was called, and the minutes were unanimously approved.

**Statement by the President**

Dr. Smith asked for introductions of those present:

Classified Staff present included: Kathleen De Courcey, Web Communications Coordinator and President of the Classified Staff Association; Philip Cronin, Senior Media Services Technician; Eileen Cukierski, Senior Executive Assistant to the President, Secretary to the Board of Trustees; Amy Finkenbine, Student Employment Specialist; Krissie Harris, Manager, Student Life and Campus Inclusion; Simi Khurana, Program Coordinator, Student Life; Jon McFarlane, Media Services Integration Technician; Ricardo Olave, Senior Manager, Auxiliary Services; Robin Sluzas, Telecommunications Receptionist; Rose Wagner, Senior Business Analyst and Software Developer; and Ella Whitehead, Manager, Career and Transfer Services.

Full-time Faculty present included: Gregory Hamill, Professor, Sociology and President of the Full-time Faculty Association; John Carzoli, Distinguished Professor, Physics; Tina Fakhrid-Deen, Associate Professor, English; Doris Gronseth, Distinguished Professor, Computer Technologies and Information Systems; Paula Luszc, Professor, Early Childhood Education; Kristin McCartney, Associate Professor, Philosophy; Chris Saunders, Associate Professor, Mathematics; Hassan Sayeed, Professor, Computer Technologies and Information Systems, and Psychology; and Ivan Temesvari, Associate Professor, Mathematics and Computer Science.

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

Students present included: Amelia Baldwin, Jessica Kaur, Alexander Kostiv, Andrew Kostiv, Gaby Lopez, Janleigh Lundang and Robin Sluzas.

Oakton Alumni: Joshua Rodriguez and Jack Timperley

Administrators present included: May Alimboyoguen, Assistant Dean, Health Careers; Marc Battista, Associate Vice President, Workforce Education and Dean of Business and Career Technologies; Anne Brennan, Assistant Vice President, Academic Affairs and College Transitions; Kelly Iwanaga Becker, Assistant Vice President of Institutional Effectiveness and Strategic Planning; Al Grippe, Director, Grant Strategy and Development; Colette Hands, Associate Vice President, Chief Human Resources Officer; Sebastian Contreras, Jr., Dean, Student Success; Ruben Howard, Director, Workforce and Strategic Partnerships; Jacob Jeremiah, Assistant Dean, Library; Linda Korbel, Dean, Liberal Arts; Raymond Lawson, Dean, Online Learning; Katherine Sawyer,

Associate Vice President of Marketing and Communications, Chief Advancement Officer; Joe Scifo, Director, Facilities; Prashant Shinde, Chief Information Officer; Bob Sompolski, Dean, STEM and Health Careers; Andy Williams, Controller, Budget and Accounting Services; Ruth Williams, Assistant Vice President, Academic Affairs, Dean, Curriculum and Instruction; and Brad Wooten, Dean, Skokie Campus and Dean, Adult and Continuing Education.

Guests: Michael Nguyen, Zogotech and Wayne Serbin, Community Member

Police Officer: Thomas Cierniak

Media: Mr. Steve Sadin – Pioneer Press

### **Statement by the President**

Dr. Smith welcomed everyone to the meeting and the new academic year, and thanked the Board members who attended the Annual College kickoff breakfast on August 12 and to everyone who played a part in organizing the breakfast as we continue to celebrate our 50<sup>th</sup> anniversary year reflecting on our Pride, Passion and Promise.

Dr. Smith offered condolences to Nathan Harpaz, Koehline Museum Manager, on the passing of his wife Miriam; Ray Shelton, Facilities, on the passing of his mother Carol Wilson; Jaimee Machaj, Business & Career Technologies, on the passing of her father Richard; Lauren Hackett, Scholarship Coordinator, on the passing of her father; and Lyttleton Callender, Academic Advisor, on the passing of his father Lyttleton. Congratulations were offered to Peter Kolos, adjunct faculty in Accounting, and his wife Veronica on the birth of their daughter Emily. Dr. Smith congratulated the winners of the excellence awards that were announced at the College breakfast: Mary Kakenmaster, Professor of Nursing, received the Ray Hartstein Award for Teaching Excellence for Full-time faculty; Richard Trent, Lecturer of Chemistry, received the Ray Hartstein Award for Teaching Excellence for Part-time faculty; Debra Kutska, Sustainability Specialist, received the Classified Staff Excellence Award; and Teresa O’Sullivan, Manager of the Access and Disability Resource Center, received the Living Diversity Award. The College’s annual Fall Fest will be held on September 11 at the Skokie campus and September 12 at the Des Plaines campus. Dr. Smith congratulated Oakton student Janleigh Lundang, who because of her outstanding academic achievements and leadership potential, was selected as a 2019 Coca-Cola Leaders of Promise Scholar who received a \$1,000 scholarship by the Leaders of Promise. Former Oakton student Andrea Cisneros, was selected as the recipient of the Chicagoland Transfer Award awarded by Columbia College Chicago. In her essay, Andrea indicated that Oakton truly allowed her the space to discover her motivations and take ownership of her trajectory. Columbia’s Associate Provost Holly Herrera complimented Oakton for truly living our mission and empowering the transformation of all who walk through our doors.

Oakton was selected by the Central Region of the American Association of Community College Trustees (ACCT) as the recipient of the Central Region Equity Award. The Board will be recognized at the annual convention in October. The College was also recognized at the Illinois Community College Trustees Association for the equity award. Lastly, Oakton received an award for Best Practices in Community College Budgeting, from the GFOA (Government Finance Officers Association) for fiscal year ending June 30, 2018. Beginning in FY18, a new budget program was introduced specific to community colleges called the Award for Best Practices in Community College Budgeting. This new best practice award advocates for resourced alignment to student outcomes as well as criteria by which colleges can demonstrate budget process excellence. Andy Williams, Controller of the College, accepted the award from Dr. Smith and Chair Salzberg. The College’s annual Fall Fest will be held on September 11 at the Skokie campus; and September 12 at the Des Plaines campus, both of which are fun events where we welcome students to the College displaying all the ways that they can get involved in student life. On September 19, the Oakton Educational Foundation will be hosting its’ fall fundraising event,

“Art for Education’s Sake”, at the Des Plaines campus beginning at 6 p.m., tickets are \$50 and can be purchased through the Educational Foundation. This also will be the final evening for the 50<sup>th</sup> anniversary exhibit in the Koehnline Art Museum.

### **Educational Foundation Liaison Report**

Trustee Stafford reported that the Educational Foundation added a new director to the Board in early-July by approving Cindy Veremis, the Regional Human Resources Director for LSG Sky Chefs and resident of Des Plaines; the Foundation Board now has seventeen voting members. The Foundation Board met for a half-day retreat on June 28 to orient all members and work on an update to their mission statement. At their meeting on July 31, the Foundation approved a new slate of officers, including vice chairs, for all committees to aid in succession planning. They also approved three policies related to Gift Acceptance, Code of Ethics and Conflict of Interest. These are best practices and is exciting in terms of the Board and its’ transformation. Lastly, the Foundation Board is hosting a social on Sunday, August 25; all Trustees and their guests are invited to attend.

### **Student Trustee Report**

Student Trustee Adisa Ozegovic reported that classes started on August 19. There are a number of welcome back activities that are hosted by Student Life to integrate students into the Oakton community. Likewise, members of the Student Government Association (SGA) and Phi Theta Kappa (PTK), along with a number of wonderful staff and faculty, have been staffing information tables. These tables are at the entrances at both campuses and aim to help new students in finding their classes, introducing them to new clubs and activities, and providing them with any other important information about Oakton that they might need. Throughout the month of July, students spent their summer completing classes, working, interning, volunteering, winning awards, and enjoying well-deserved time off. The SGA and PTK in particular have had numerous training sessions in which leadership was a primary component. Critical dates to keep in mind as we officially start the school year: September 10-Suicide Prevention Day; September 11-Fall Fest at Skokie; September 12-Fall Fest at Des Plaines; and September 18-a scheduled outdoor movie in Des Plaines. Ms. Ozegovic offered an invitation to all to attend to welcome students back to the Oakton community.

### **Comments by the Chair**

Chair Salzberg thanked everyone involved for getting the new school year off to a great start. He thanked those for choosing Oakton Community College. Chair Salzberg thanked all the Trustees for giving of their time and efforts to make this year a great one. Last month we had a kickoff to our 50<sup>th</sup> anniversary of the College with Founders Day. Chair Salzberg encouraged everyone to talk to their friends, neighbors, business associates, about what Oakton is all about, and what it brings and has brought to our communities for the past 50 years.

Chair Salzberg referred to the August 20 Board meeting where he raised the question about whether the College should consider removing ‘Community’ from its name. Chair Salzberg commented that ‘Community’ has been part of the name since the beginning, but there are aspects about removing it and what that might mean to the College that should be explored. So that the Trustees can discuss at length, a special meeting of the Board has tentatively been scheduled for Tuesday, September 24, 2019, from 2 – 5 p.m., details will be posted per our usual procedure. Chair Salzberg opened the floor to the Trustees for any comments. Trustee Burns asked that information regarding the upcoming Evanston CommUNITY Picnic event on August 25, be put on the College’s website. Trustees will attend that event from noon to 4 p.m., ready to promote and pass out literature to people in the community to let them know that Oakton is available and it is a great option. The Trustees will also be on hand on September 7 from 7 a.m. – 1 p.m. at the Farmer’s Market in Evanston. Trustee Burns asked all those in attendance to pass the word to their families, friends and neighbors. Chair Salzberg commented on the ongoing construction at the Des Plaines campus and that the second phase is almost complete. He thanked everyone who has been involved in all the hard work that has been done to this point, with more to come.

## **Report: Data Dashboards**

Dr. Smith prefaced the report by noting that the College has been talking about the data warehouse for a number of years. Last year the Board approved the purchase of Zogotech, our current data warehouse supplier. Dr. Kelly Becker, Assistant Vice President of Institutional Effectiveness & Strategic Planning, was joined by Mr. Michael Nguyen, Vice President of Services from Zogotech to provide some background and information on their partnership with Oakton.

Dr. Becker thanked the Board for the opportunity present an updated report on data dashboards. In 2017, Achieving the Dream (ATD) coaches visited the College and after their assessment, provided us with a primary piece of feedback, which was that Oakton needed to have a way to more easily, efficiently and accurately, use data to inform and support our institutional goals. As part of our ATD affiliation, we also completed the institutional capacity assessment tool, which included a number of questions around data and technology, such as do we have relevant and reliable data to inform our decision-making, are measures of student success defined, documented and used, is data relatively accessible to those who need it. This data and technology area was where we scored the lowest, identifying a need for a data warehouse. In 2018, the Board approved a three-year contract with Zogotech. They were chosen because of their offerings of prebuilt modules, but also opportunities for customization. This current year has been about implementation, Dr. Becker thanked the IT, and Zogotech teams who have been implementing the data warehouse. We are now at the point where we are starting to use the warehouse and starting to build those dashboards. Mr. Nguyen explained that their company's mission is to get more low-income first generation students on the path to the middle class. Mr. Nguyen thanked the Board for their interest as he relayed that he came from a low income, first generation background, the measures that say you should not be successful. He overcame those challenges because of the great work that is done at community colleges. He said that the software is designed to get actionable data into the hands of people who can improve students' outcomes. Mr. Nguyen provided numbers relating to retention and persistence. Dr. Becker said that persistence, more broadly and nationally, is often referred to as retention, students who we retain and come back to Oakton. The data warehouse gives us an opportunity to redefine and build a data dictionary about what we mean by these terms. Dr. Becker mentioned why numbers can be different specifically, the data that we pulled for the report related to all students, whereas President Smith's Wildly Important Goal, relates specifically to new incoming students. As we think about what definitions and metrics we are using, we must make sure that we are consistent and understand why the data might look different depending on which population is being referenced. Mr. Nguyen provided a demonstration of how the data dashboard software performs by providing general information about one specific student, personal information removed, and adding filters along the way, which provided additional data related to that filter. This gives an ability to see how easily we can drill down into a particular population so we can then create particular communication plans and decide how we will intervene so that they can persist to completion. All of this work is in service to our institutional priorities. Dr. Becker referenced a slide that from previous reports related to marketing and budget presentations, as we talk about strategic enrollment management and the loss momentum framework. Previously discussed has been how connection, entry and progress to completion pathways are the key things that we look at as we talk about implementing the Oakton experience and using the pathways language, clarifying the path, entering the path, and staying on the path. Dr. Becker talked about the metrics that are being used to measure the progress on the institutional priorities, key metrics that were created in conjunction with our ATD coaches. Mr. Nguyen provided a slide with data relating to how successful students are in classes, drilling down to subjects, specific courses, section numbers, looking at variables where there are gaps and success rates, also ethnicity, which will help to reduce the equity gap and level the playing field.

Dr. Becker said that the data warehouse allows us to think through our equity commitment without pulling different data from different sources, we can quickly look at breakdowns by modality as we think about our commitment to first generation students, to gender equity, to racial and ethnic equity, and for students with disabilities or learning differences. We are able to do a number of those things in the data warehouse that is much quicker, more efficient and more accurate than what we were doing previously. Dr. Becker displayed a chart that

showed the relationship between gateway courses and earning an associate's degree. She stated that you can look at the links between success in particular courses and earning an associate's degree or earning a particular number of credits, and this gives us an opportunity to then determine what kinds of interventions are useful in helping our students reach their academic goals. In terms of next steps, we will continue training and we will continue to build data dashboards for both reporting purposes and to inform action on our institutional priorities. Relating to next steps, the data warehouse and the dashboards are giving us the ability to have consistent and reliable data to describe what happened, what we need to be able to document, and where we are at right now. As a college, we are developing the habit of using data to make decisions and build a data driven culture where it is going to help us meet our goals and those of our strategic plan, strategic enrollment management plan and other institutional priorities. As we move forward, we want to be able to use our dashboard in a predictive way. We want to look ahead and think about what will happen, what are the changes that we can make so that more students are successful in achieving their goals, whether those be transfer or degree completion leading to entering the workforce.

Trustee Kotowski asked how far back does our data go in the warehouse. Mr. Nguyen replied that data can be pulled from 1997, anything that is in the Banner system. Trustee Stafford asked what the plan in terms of implementation and training as he feels that this is only going to work if two key groups become superusers, the counselors and the teachers and department heads. Dr. Becker replied that she would be meeting with chairs and coordinators in September to roll out and give an overview of the data warehouse. As we move through the year, we will be working with particular areas and departments to continue the roll out, making sure that what we are building is the data that they need and that they understand how to interpret and use it. Trustee Stafford commented that we may need more personnel to implement this, but we are not going to know that until we begin and if it takes more resources and people, then that is what we will need to provide. Chair Salzberg commented that he likes data, specifically quantitative data. He asked if there is any Artificial Intelligence (AI) built into any of the data warehouses. Mr. Nguyen replied that yes they were able to use some of the same AI algorithms that Facebook and Google use to predict things and that is part of the work that we intend to do. Chair Salzberg said that would possibly eliminate some of the taskforce that Trustee Stafford mentioned. Mr. Nguyen replied that it is twofold, it is technology and people; we need to have both in tandem to make all of this work. If we can have that, we will have good results. Trustee Burns asked about the information that showed students that have over 100 credits and no degree, how do you plan to deal with that? Dr. Becker said that became known as they were preparing the presentation and they have not had a chance to talk to our partners about what are the appropriate actions to take, but this will definitely be a conversation. She said that digging deeper into what are those student's programs of study and how long has it been since they have been enrolled. We can start to dig further into that data to determine are there priorities for who we might want to reach out to first. Dr. Smith commented that one of the things that the data warehouse will allow us to do is to see that data so that we can have those questions, which is one of the things that we have struggled with institutionally, that we have not had access to data that way. So often, we see the data and then we have more questions and need to dig deeper. We have been limited in our ability to do that because we have not had a tool like the data warehouse. Trustee Yanow asked if there is an overall strategy about how to use the data. For example, is the plan to identify a particular strategic direction to focus on an area or simply training faculty to use this and allow them to effect change within their departments. Dr. Becker said that it is a mix of both. Certainly, on a larger scale we are looking at using this as we think about large-scale metrics that we need to be tracking that we have not in the past. That is one way that we will be using the tool to pull consistent data for both internal and external reporting. That has been phase one of the thinking about this. As we move forward, we will be working with departments, specifically Institutional Research along with IT, to be thinking about what kinds of tools do we need to put in the hands of chairs versus faculty versus others who need access and what kind of access do they need. There is also the question of how much needs to be a prebuilt dashboard that people can go in and look at, but how much control should people have to build their own. Trustee Yanow stated that it is not just about who is doing well in class, but with that structure in mind, focusing on how you understand the data. Mr. Nguyen replied that for

example, Odessa College in Odessa, Texas, focused on one indicator, keep the students in courses, and they increased their enrollment and their graduation tripled in ten years. He feels that if we focus strategically on one or two leading indicators, Oakton will see the same results.

Trustee Bush noted that data will bring up a multitude of questions and issues that need to be faced that will be wonderful problems to have. Now that we are part of the Zogotech community who have other clients, colleges that are not very dissimilar to Oakton, who were new once and have their success stories. Are those stories available to us so that we might be able to use patterns, rubrics or strategies that other clients, colleges have used so that we can see what might or might not fit for our purposes once we start to unpack some of this data? Mr. Nguyen said that yes, they work with ATD and have templates and rubrics as well as dashboards and scorecards that are prebuilt into the system. Trustee Bush said that they must have some outlier colleges that have stride somehow using this data warehouse. Mr. Nguyen said yes, and that Odessa College and City Colleges have done a good job using it. He noted that Zogotech works with sixty-plus community colleges and they are hoping to take that knowledge and share it amongst all the community colleges. Dr. Becker said that with the training and the work that we are going to be doing, we are starting to think about what they already have prebuilt, what have they done with other colleges, and what do we need to do to make this Oakton specific as our priorities and commitments might be different from other colleges. Trustee Stafford asked if Zogotech has an annual user conference where they get their customers/clients together. Mr. Nguyen replied that they have had small regional meetings, five to ten colleges, and they are hoping to have a larger conference in the next year. He stated that they do attend national conferences such as ATD and AACC. All of the Trustees commented on the excellence of the report and thanked Dr. Becker and Mr. Nguyen for their presentation.

### **Public Participation**

Joshua Rodriguez, a former Oakton student, revisited the wage raise initiative by expressing congratulations and concerns regarding the aspect of the motion to increase student wages.

Wayne Serbin, a community member, discussed a new TIF district in Des Plaines.

### **New Business**

#### **8/19-1a Approval of Consent Agenda**

Trustee Stafford 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.

#### **8/19-1b Approval of Consent Agenda Items 8/19-2 through 8/19-9**

Trustee Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 8/19-2 through 8/19-9 as listed in the Consent Agenda.”

#### **8/19-2 Ratification of Payment of Bills for June 2019 (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 \$6,813,950.41 for all check amounts and for all purposes as appearing on a report dated June 2019.”

#### **8/19-3 Ratification of Payment of Bills for July 2019 (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 \$9,596,035.24 for all check amounts and for all purposes as appearing on a report dated July 2019.”

**8/19-4 Acceptance of Treasurer’s Report for June 2019**

“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 June 2019.”

**8/19-5 Authorization of Budget Transfers**

"Be it resolved that the Board of Trustees of Community College District 535 approves budget transfers in accordance with Illinois Compiled Statutes 110 ILCS 805/3-20, as listed originally in the FY2019 Budget approved by the Board in June 2018:

Education Fund-01: \$1,566,984 to and from 01 accounts as listed on pages 3-14 of item 8/19-5 in the August 2019 agenda book.

Operations & Maintenance Fund-02: \$1,508,869

to and from 02 accounts as listed on pages 14-16 of item 8/19-6 in the August 2019 agenda book.

O & M Fund (Restricted)-03: \$3,120,016 to and from 03 accounts as listed on page 17 of item 8/19-5 in the August 2019 agenda book.

Auxiliary Enterprises Fund-05: \$282,899 to and from 05 accounts as listed on pages 17-20 of item 8/19-6 in the August 2019 agenda book.

Total: \$6,478,768.”

**8/19-6 Acceptance of Quarterly Report on Investments**

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the acceptance of the Quarterly Report on Investments for filing.”

**8/19-7 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 and b, and hereby approves the expenditures in the amount not to exceed \$62,108.89 for all funds listed in item a.”

a. Authorization to pay part-time faculty in the amount of \$62,108.89 for the summer 2019 term.

b. Authorization to rescind payment for part-time faculty in the amount of \$996.76 for the summer 2019 term.

**8/19-8 Supplemental Payment of Pay Professional Personnel – Summer 2019**

1. "Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$112,613.78 to the total amount of part-time teaching salaries paid during the summer semester, 2019; the revised, total payment amount is \$1,664,508.62."

2. "Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$492,325.31 to the total amount of faculty overload salaries paid during the summer semester, 2019; the revised, total payment amount is \$1,927,099.57.”

**8/19-9 Approval of Clinical Practice Agreements**

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

**Health Information Technology:** Northwestern University Health Service; Rainbow Hospice and Palliative Care

**Health Information Technology and Physical Therapy Assistant:**

Advocate Good Samaritan Hospital

**Nursing:**

Warren Barr North Shore; Ann & Robert H. Lurie Children’s Hospital of Chicago; Chalet Living and Rehab Center; Journey Care; and Lieberman Center



**Physical Therapist Assistant:**

Avanti Wellness and Rehab; Glenview Terrace; Lake County Physical Therapy, LLC; North Shore Spinal & Sports Rehabilitation; Stay Fit Physical Therapy & Core Wellness, Inc.; and Whitehall of Deerfield

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

**Emergency Medical Technician:** Advocate Lutheran General Hospital

**Human Services:** Maryville Academy.”

Trustee Kotowski seconded the motion and called the roll:

Ms. Toussaint	Aye
Dr. Yanow	Aye
Mr. Stafford	Aye
Dr. Bush	Aye
Ms. Burns	Aye
Mr. Salzberg	Aye
Mr. Kotowski	Aye

The motion carried; Student Trustee Ozegovic favored the resolution.

**8/19-10 Authorization to Approve August Purchases**

Trustee Yanow offered:

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

Agenda

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
8/19-10a	1	Utility Vehicle for Grounds Maintenance	Arends Hogan W Walker, LLC	\$ 29,904.00
8/19-10b	1 - 2	Main Entrance Renovations at Both Campuses	Laub Construction, Inc.	\$ 1,775,550.00
8/19-10c	1	Consulting Services for Marketing and Communications	Onward Search, LLC	\$ 50,000.00
8/19-10d	1	Ratification of Flood Insurance Premium Coverage	Marsh USA, Inc.	\$ 103,576.00
		Grand Total		\$ 1,959,030.00.”

Trustee Kotowski seconded the motion.

Trustee Stafford inquired whether the canopy at the main entrance of the Skokie campus would be kept and repainted. The answer was that there will be structural work done on the canopy along with new signage.

Mr. Kotowski called the roll:

Ms. Burns	Aye
Dr. Bush	Aye
Mr. Kotowski	Aye
Ms. Toussaint	Aye

Mr. Stafford	Aye
Dr. Yanow	Aye
Mr. Salzberg	Aye

The motion carried; Student Trustee Ozegovic favored the resolution.

**8/19-11 Preview and Initial Discussion of Upcoming Purchases**

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Grant Funded Nursing Anne Simulator; b) Compensation Study Consulting Services; c) Website Redesign; and d) Furniture for West End Phase 2 Renovation.

**8/19-12 Authorization to Hire a Chief of Police and Emergency Management**

Trustee Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Mr. Jeffrey Allen Hoffman as Chief of Police and Emergency Management, effective September 30, 2019 at an annual salary of \$100,000. That salary will be prorated for the period of September 30, 2019 through June 30, 2020.”

Trustee Yanow seconded the motion.

Mr. Chandrasekar, Vice President of Administrative Affairs, commented that this was a very competitive selection process and we are very excited to have Mr. Hoffman join us. He is experienced with community policing strategies and will be a real asset to the College.

Trustee Kotowski called the roll:

Ms. Burns	Aye
Mr. Kotowski	Aye
Ms. Toussaint	Aye
Mr. Stafford	Aye
Dr. Yanow	Aye
Mr. Salzberg	Aye
Dr. Bush	Aye

The motion carried; Student Trustee Ozegovic favored the resolution.

**8/19-13 Acceptance of Grants**

Trustee Stafford offered:

"Be it resolved that the Board of Trustees of Community College District 535 accepts the following grants:

- |   |                               |
|---|-------------------------------|
| a. Illinois Community College Board- Career and Technical Education-Perkins Postsecondary Grant in the amount of.....   | \$235,716.00                  |
| b. Google Tides Foundation Grant sub-award through Jobs for the Future, Inc. (JFF) -Google IT Support Professional Certificate Implementation project in the amount of..... | \$5,500.00                    |
| c. Illinois Secretary of State sub-award through Illinois Green Economy Network (IGEN) - General Members Grant.....   | \$5,000.00                    |
|   | for a total of \$246,216.00.” |

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

**8/19-14 Approval of a Policy Revision**

Trustee Ozegovic offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves the revisions to Policy 4401.”

Trustee Bush seconded the motion.

Student Trustee Ozegovic asked for clarification regarding a salary schedule for students, specifically how would students be made aware of any changes to the student employment wage, and how will that be implemented over time. Amy Finkenbine, the Student Employment Specialist, commented that currently there is a memo drafted that if approved, will be communicated out by the end of the week, outlining the fact that the actual wage increase will be implemented in the first possible payroll period this specific semester with the programmatic changes such as the limitation in number of hours, the enrollment requirement, etc., to be in effect spring 2020 to not interrupt any student scheduling, staffing operations, things of that nature, and that the implementation will be done in phases.

Trustee Kotowski called the roll:

Mr. Kotowski	Aye
Dr. Yanow	Aye
Mr. Stafford	Aye
Dr. Bush	Aye
Ms. Toussaint	Aye
Ms. Burns	Aye
Mr. Salzberg	Aye

The motion carried; Student Trustee Ozegovic 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, September 17, 2019, beginning at 7:30 p.m. at the Des Plaines Campus, 1600 E. Golf Road in room 1506.

Trustee Kotowski made the motion to adjourn the meeting, which was seconded by Trustee Burns; a voice vote was called and the meeting was adjourned at 8:55 p.m.

*Benjamin Salzberg*  
Benjamin Salzberg, Chair

*Paul Kotowski*  
Paul Kotowski, Board Secretary

ec  
8/2019

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