

**Minutes of the Oakton Community College Board of Trustees Meeting
February 19, 2019**

The 741st meeting of the Board of Trustees of Community College District 535 was held on Tuesday, February 19, 2019, at Oakton Community College, 7701 N. Lincoln Avenue, Skokie, Illinois.

Closed Session – Call to Order and Roll Call

At 6:30 p.m. in room A167, Chair Joan DiLeonardi called the meeting to order. Board Secretary Martha Burns called the roll:

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

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; pending litigation; and the purchase or lease of real property for the use of the public body; Ms. Tennes made the motion, seconded by Mr. Stafford.

Trustee Burns called the roll:

Mr. Stafford	Aye
Dr. DiLeonardi	Aye
Mr. Frank	Aye
Mr. Kotowski	Aye
Ms. Burns	Aye
Mr. Salzberg	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; and Dr. Ileo Lott, Vice President, Academic Affairs.

At 7:05 p.m., Chair DiLeonardi asked for a motion to adjourn the closed session meeting. Mr. Kotowski made the motion, seconded by Mr. Salzberg; 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 P104.

Trustee Burns called the roll:

Dr. DiLeonardi	Chair	Present
Mr. Salzberg	Vice Chair	Present
Ms. Burns	Secretary	Present

Mr. Frank	Present
Mr. Kotowski	Present
Ms. Tennes	Present
Mr. Stafford	Present
Mr. Timperley	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 – President Smith

Approval of Minutes

Chair DiLeonardi asked for a motion for the approval of the minutes of the January 15, 2019 regular Board meeting and Committee of the Whole meeting. Trustee Kotowski made the motion, seconded by Trustee Salzberg; 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 Greg Hamill, Professor, Sociology, and President of the Full-time Faculty Association; Stephanie Blumer, Assistant Professor, Biology; Sherry DeMonte, Associate Professor, Health Information Technology; Tina Fakhrid-Deen, Assistant Professor, English; John Frisco, Professor, Speech and Theater; Anika Jones, Assistant Professor, Anthropology and Sociology; Pamela Pedersen, Professor, Nursing; Nicole Perry, Professor, Biology; Clarence Sistrunk, Associate Professor, Computer Information Systems and Computer Networking and Systems; and Antoinette Solans, Professor, Nursing.

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; John Curtis, Media Services; and Lisa Harris, Office of Advising, Transitions and Student Success.

Adjunct Faculty present included Cheryl Thayer, President of the Adjunct Faculty Association; Linda Berendsen, Liberal Arts; John Bishop, Liberal Arts; Mary Hope Griffin, Liberal Arts; and Valeria Krejcie, Liberal Arts.

Administrators present included May Alimboyoguen, Assistant Dean, Health Careers; Robyn Bailey, Director, Operations and Administration; Marc Battista; Associate Vice President, Workforce, Education and Dean of Business and Career Technologies; Anne Brennan, Assistant Vice President, Academic Affairs and College Transitions; Sebastian Contreras, Jr., Dean, Student Success; Leana Cuellar, Director, Student Learning and Engagement; Colette Hands, Chief Human Resource Officer; Ruben Howard, Director, Workforce and Strategic Partnerships; Jacob Jeremiah, Assistant Dean, Library; Linda Korbel, Dean, Liberal Arts; Raymond Lawson, Dean, Online Learning; Paul Palian, Director, College Relations; Katherine Sawyer, Chief Advancement Officer; Doreen Schwartz, Director, Business Services; Joe Scifo, Director, Facilities; Andy Williams, Controller, Budget and Accounting Services; Ruth Williams, Dean, Curriculum and Instruction; and Brad Wooten, Dean, Skokie Campus, Dean, Adult and Continuing Education.

Students in Attendance: Soha Ahmed, Alan Dratewski, Alma Leon, Hope Park, Joshua Rodriguez, Kimberly Schneider, Matthew Slizys, Mirna Villasenor, Aamir Waudiwala, and Brad Young.

Others in Attendance: Bob Boron, Allan Cohen, Campus Police Officer Dean Schultz, Michael Kolar and Kyra Senese, Pioneer Press.

Statement by the President

Dr. Smith began by offering condolences to the family of Lisa Godde, a current adjunct, who passed away last month; and to former student trustee Brian Chan, on the passing of his mother Nancy Tran. Congratulations to Associate Professor of English Kristin Wren and her husband on the birth of their son Zephyr on January 10. Congratulations to head baseball coach Bill Fratto, who was named Coach of the Year by the Pitch and Hit Club of Chicago. This recognition is among several postseason honors that Coach Fratto received after guiding the Owls to their world championship win last season. Oakton sophomore Men's basketball forward Jack Framke has been selected as the College's male student-athlete of the month for January. Jack earned a 4.0 GPA and received President's Scholar recognition for the fall semester while pursuing an associate of science degree. Oakton sophomore Women's volleyball outside hitter Elmina Alic has been selected as the College's female student-athlete of the month for January. Elmina earned a 4.0 GPA and President's Scholar recognition for the fall semester while pursuing an associate of arts degree. Last week, Trustees DiLeonardi, Salzberg, Stafford and Student Trustee Timperley, accompanied Dr. Smith to the ACCT National Legislative Summit in Washington, DC, where they met with several of our federal representatives. For the first time, there was an opportunity to engage with some DC area alumni. Dr. Smith thanked Elena Couto, Senior Manager of Development and Alumni Relations, for coordinating a co-sponsorship with Parkland College and College of Lake County. Dr. Smith said that while she was in Ft. Lauderdale, Florida for an AGB conference, Ms. Couto reached out to alumni who lived in the Florida area and arranged for her to meet those alumni. Dr. Smith noted that as we begin to think about our 50th anniversary celebration, it is a great opportunity to reconnect with alumni who not only live in the Chicagoland area, but those who are throughout the country. The Women and Gender Studies conference on March 8 will present scholarly and creative work by feminist activists, writers, scientists, scholars, and Oakton students, that will examine the effects of poverty and privilege, which is our First Year Experience theme, as they are experienced through intersecting systems of racism, sexism, classism, transphobia, homophobia, and other forms of oppression within the current political and cultural climate. The keynote speaker of the event will be Staceyann Chin, a noted LGBTQ+ activist, playwright and slam poet; author of 'The Other Side of Paradise'. The Koehnline Museum of Art is featuring the exhibit 'Intersection of Place and Time: Indira Freitas Johnson and Karl Johnson', Chicago-based husband and wife artists whose work evolved from life experiences in India, Sweden and the United States over the span of four decades; the exhibition runs through March 22nd.

Educational Foundation Liaison Report

Trustee Ann Tennes reported that the Foundation's most notable fundraising activity in February was the annual Bar Revue event on February 10. The event attracted 206 participants and generated just over \$19,000 in revenue, including \$1,900 to support the work of the new Caring Closet. The event proceeds increased over thirty percent from the year prior due in large part to new sponsors, in-kind food and beverage donations, and successful onsite fundraising. Trustee Tennes congratulated Chief Advancement Officer, Katherine Sawyer and her team, who were involved with the event. Trustee Tennes was unable to attend as she was out of town. The Foundation's quarterly Board meeting took place on February 6. A couple of different actions were taken at the meeting, which included approval of a four percent endowment spend rate for FY20 and a \$500,000 budget for unrestricted spending to support internal grants and awards, operational expenses, and augmenting scholarship support. In addition, there was approval of five new Foundation Board policies related to donor rights, professional standards and accounting practices. A policy change currently being discussed that has been considered over the years, is whether the Board of Trustees should approve new Foundation directors. The Foundation is now considering that might not be necessary or legally appropriate, so there is a chance that in the not too distant future, that practice will change. The Foundation Board currently hosts seventeen voting members and, as of the end of 2018, the Foundation's total assets are valued at \$14.8 million. Trustee Tennes thanked Ms. Sawyer for compiling the information she reported.

ICCTA Liaison Report

Chair DiLeonardi reported on the ICCTA February meeting, which met in conjunction with the Association of Community College Trustees (ACCT) meeting in Washington, DC. They looked at federal and state legislation. Springfield has fifty pieces of legislation that would affect community colleges, some of them are duplicative of each other and many will not pass. One that might be of interest is the one that requires community colleges to give scholarships to students 25 years and older who live in the district, who are unemployed and need further training to get some kind of a certificate. Many of the bills will have a financial impact if they pass.

ACCT Report

Trustee Stafford reported that trustees DiLeonardi, Salzberg, Timperley, President Smith and himself, went to Washington, DC last week as part of the Association of Community College Trustees (ACCT) national legislative summit for several days to talk to our legislators. Trustee Stafford has attended three of these events, and he thought that this was the most exciting in terms of the fact that there is a lot of bipartisan support for issues that are going on and will culminate because of the reauthorization of the Higher Education Act, which is expected this year. Republican Senator Lamar Alexander is leading the charge on that. The group lobbied on many key issues such as an increase in the Pell maximum amount; and Pell grants for prisoners in an effort to help them transition when they are released. With recent prison reform passed by Congress, there is a lot of momentum for this which we are excited about. Trustee Stafford said that they also lobbied for more support in the workforce development area. Other issues, one of which is new risk sharing penalties that are being put on the federal financial grant policies that could affect us. We are pushing for reduced rates for debt for community college students. Another key issue is DACA as we still have a huge amount of DACA students that are out there. I think that we were encouraged by our visits with Congressman Sean Casten, Brad Schneider and Congresswoman Jan Schakowsky, and Senator Dick Durbin. Jack Timperley did a great job of representing the college and its' students. Jack is a wonderful spokesperson and was able to talk too many of the issues related to the students. It was a good meeting and there is a good chance for a lot of new reform legislation.

Sustainability Liaison Report

Trustee Kotowski reported that President Smith, Renee Kozimor and Debra Kutska, continue to do a great job as far as the area of sustainability issues on both campuses is concerned. Oakton is developing a very good reputation both within and outside the district as far as being pioneers in the area of sustainability. Recently at a Glenview Village Board meeting, Oakton received an award for its efforts in these areas. Trustee Kotowski noted developments in areas that have recently taken place. First, in December, President Smith signed a Climate Commitment document on behalf of Oakton through an organization called Second Nature. This will allow the college to put together a task force to develop a climate action plan and to move us to carbon neutrality goals. The GHG Data Collection Program and STARTS Tracking, where we are going to begin to collect data for our first greenhouse gas inventory, which we are doing in association with the Association for the Advancement of Sustainability in Higher Education. The Landscape Master Plan, which was reviewed in depth at the January Board meeting, also has sustainable features. We have been placing reasonable limits on student's use of paper, including a program where if a student goes over a quota they have to purchase additional paper for a nominal fee; this is not as a punishment, but just a way to promote awareness and to help students monitor their paper use. Electronic vehicle charging stations at the Des Plaines campus is up to 60 unique users; 15-20 users per month, people, including students are requesting additional stations. Finally, unfortunately, birds fly into parts of the Des Plaines campus buildings from time to time. We are working with Anette Prince from the organization the Chicago Bird Monitoring Coalition in order to try to minimize incidents of birds flying into the buildings. It is difficult to manage, but steps are being taken, and in fact, Ms. Kutska attended a presentation sponsored through the American Institute of Architects to learn more about products available for mitigating bird collisions.

Student Trustee Report

Student Trustee Jack Timperley reported that students have been busy getting used to their new classes, professors, and new opportunities. Students balance a lot these days, which is both tiring and exciting. Even in

the midst of campus closings because of inclement weather, students were still able to log on to D2L for class, complete the necessary homework, host conference calls, and attend their classes without having to leave the comfort of their home. Students have been able to explore college and career options for after Oakton with the college and career fairs on both campuses. Fifty-three colleges from both in state and out-of-state were on campus and students were able to connect with representatives about their goals and aspirations for the future. Of course, the OCCurrence was on the scene to capture this event. The publication is continuing to redesign and reshape itself to better serve and reflect the student body. PTK has also been busy planning events for the semester including a 'Be the Match' networking event, fundraising with local restaurants, immigration movie nights, presentations on the Heros in Action project and many more. Recently they spearheaded the Clothesline Project on Student Street to spread awareness of sexual assault and misconduct. Mr. Timperley said that it was a pleasure to attend the ACCT national legislative summit with his fellow board members where they lobbied our senators and representatives for increased funding in financial aid as well as continuing financial support for support services such as TRIO. We are very fortunate to have state representatives supporting Oakton College and its students. One of the senators who gave a speech at the event stated nobody tells the story better than the students do. Mr. Timperley asked all students to continue sharing their stories whether it is to friends, family, teachers, elected officials, or the OCCurrence because they do make an impact.

Comments by the Chair – Chair DiLeonardi deferred her comments.

Report: The Impact of Advising on Student Success

Sebastian Contreras, Jr., Dean of Student Success and Ms. Lisa Harris, Interim Manager, Office of Advising and Transitions presented the evening's report on the Impact of Advising on Student Success. They focused on the work that has been done with academic advising and educational planning. Dean Contreras began by talking about academic advising helping students set goals based on their transfer or career goals; helping students develop academic plans or maps to help them achieve those goals; and helping students stay on track until those goals are met. Most importantly, research shows that outside of faculty instruction within the classroom, advising is the number one factor influencing student success. All academic advising operations look to the national organizations on advising to help understand best practices and recommendations for how to do academic advising on campuses across the country. The recommendations are that a community college student to advisor ratio should be 441:1. At Oakton in 2011, we had five full-time advisors, four part-time advisors and our student to advisor ratio was 1,530:1. In 2012 we increased our full-time academic advisors from five to eight and the ratio was 1,293:1; and in 2015, we were again able to increase our academic advisors through some organizational changes and additional staffing from eight to eleven advisors and decreased the ratio to 846:1. Dean Contreras said that he wanted to share that data to demonstrate that we have made differences in steps toward correcting some of the problems that we have had in the past. The same year we joined Achieving the Dream, (ATD) we also brought in a consultant from NACADA, a global community for academic advising, to help us understand our advising operations. When the student to advisor ratio is so high, it really is simply about churning in students, getting students in as quickly and as often as possible with the small number of staff that we had and our NACADA consultant was able to reinforce that idea to us. Our advising was really more about registration as opposed to educational planning and learning. The report helped kick us into gear as it related to what we needed to do; how we needed to change our advising operations in order to really demonstrate the power of advising. In 2014 and 2015, we began to change things up, redefining who we are, and those changes set us up for 2016.

Ms. Harris said that in 2016 we were primed for a change, as we realized that based upon the feedback from the NACADA consultant, we realized that if we were going to take a proactive approach with advising, which

research tells us can have a positive impact on student success, we needed to make a big change. We took an opportunity in January 2016 of retirements and some shifting of institutional priorities, which allowed us to merge two departments: advising services and the office of orientation and retention. We merged our departments and that enabled us to do a number of things. It minimized the competition that we had for resources which was important at that time because there was a decline in state funding. With the increased resources, it allowed us to respond more thoughtfully to the NACADA consultant's recommendations. We were able to start thinking about ways we could shift away from that DMV style advising, to a more proactive, intentional and thoughtful educational planning academic advising approach. We know that through ATD and other resources that are out there, students at community colleges are more likely wander through the curriculum out of confusion, uncertainty out of what to do, how to transfer to a four-year institution, and how to make sure that courses are transferring correctly. The way we can do that is by monitoring students' progress by checking in on them more thoughtfully and frequently but we cannot do that if we do not have enough resources. Students who have a clear path to their completion, who know what they want to do, know their goal and know how to get there, are more likely to persist semester by semester and are more likely to complete. It is important because merging those two departments allowed us to imbed academic advising into our orientation program even more thoroughly. Academic advising is the culmination of the program. Students on day one meet an academic advisor, they are hearing why advising is so important, and why they need to work with an advisor throughout their time at Oakton. It is setting them up for success in a number of ways. It is also helping our strategic enrollment because we are making sure that students do not leave orientation without registering for their classes. The mission of the Office of Advising, Transitions and Student Success (OATSS) is designing and delivering comprehensive and developmental plans for students. This is the foundation of what we want to do with students. We are creating these educational plans in partnerships with students, we are hearing about what their career goals are, what their academic goals are and we are thinking long term and short term with them. In the last few years, OATSS has really been working on the Wildly Import Goal (WIG). This institutional goal was set in 2015 to help increase our persistence rates fall-to-fall from 45% to 54%. Over the last few years, we have thought about what we can do to work on this WIG. What we have done, is we have made a goal to create educational plans for a subset of the population. In 2017, which is the first year that we set this goal, we wanted to create educational plans for 50% of incoming degree seeking students. Last year we were 91% towards that goal. For 2018-19, we set a goal of 52% for incoming degree seeking students and already we are at 85% towards the goal, and we are confident that we are going to meet that goal. We are focusing this year in particular on our black and Latinx students because we know that historically, they are performing at rates that are less than their peers are, and we want to make sure that we are outreaching to them more. We are getting them into the offices more to create educational plans. What 85% looks like right now is 760 educational plans as of January 2019. Ms. Harris said that right now we could not say that it is a direct correlation as there is a lot involved in persistence. It is not just the fact that a student has an educational plan, but we do know that there is an impact. We know that students, who are completing an educational plan, are persisting at a rate of 67% versus students who are not, with a 48% persistence rate, fall-to-fall; those numbers coming from 2017-2018 data for our adult degree seeking population. For our traditional age students, new students who are under 21 years old, the impact is even greater; 79% of students who have an educational plan are persisting at a rate of 79% versus 57% for students who do not have an educational plan.

Dean Contreras said that they have done a lot in the past eight years, specifically the past three to improve and gain momentum around our academic advising operation. As we look to the future, we are obviously guided by our four commitments, our strategic plan, as well as our four institutional priorities, as well as maintaining this focus and ensuring that we are supporting all of the institutional initiatives set forth by the college. Future directions and considerations include deeper collaboration and innovation with our academic units; deeper collaboration to create a 'bridge' with adult and continuing education; and online/virtual advising. Academic Advising and our FYE (First Year Experience) are thinking about the ways in which we are onboarding our new students throughout their first year, not just during new student orientation and during the summer months, but

also once they arrive on campus. Academic Advising, Curricular Pathways, and Strategic Enrollment Management all go hand in hand. We have spent a lot of time in creating curricular pathways, we also know that

in order to do that well, we also have to change how we do academic advising and integrating academic advising into the curricular pathway experience is a must. As we get better with advising our students and helping them through their curricular pathways, we would be able to increase educational plans and proactive advising. Dean Contreras commented that if we were able to add three additional advisors, they could complete 456 additional educational plans and bring that 794:1 ratio down to 610:1; and with six additional advisors, which would give us sixteen full-time advisors, we would be able to create 912 additional education plans and get that advisor to student ratio down to 496:1, which would positively impact enrollment and persistence.

Trustee Tennes thanked Dean Contreras and Ms. Harris for their presentation. She felt that they certainly made a very strong case for increasing academic advising to the Board. Trustee Tennes noted that reflecting on her almost twelve years of service on this Board, what she would hear from people in the community whose children were going to be attending Oakton, who should they talk to first. Academic advising is crucial and Trustee Tennes is very appreciative for the work that Dean Contreras and his team are doing, and for this presentation, which she supports this as a priority. Trustee Frank asked about the dual credit students in the high schools and how are they being advised. Dean Contreras replied that they are doing some advising to create dual credit opportunities for them. Although they are still high school students, we do not do much advising with them until they get here. Once they move from the dual credit program and become an Oakton student that is then when they will meet with their assigned academic advisor and begin creating those educational plans for their particular transfer or career goals. Trustee Stafford asked if there is a systematic way to let a two-year student who has successfully completed their first year that they are halfway through to their degree. Dean Contreras commented that is a great idea that institutions who have implemented curricular pathways in their advising program allows them to focus on celebrating those milestones that a student reaches as their making greater progress towards their degree. It is a lot of individual caseload management to understand where your 441 students are on their curricular pathway. It is something that as we get more academic advisors we will certainly be focusing on. Trustee Salzberg asked about virtual advising and how much effort we are putting into researching that type of advising. Dean Contreras said that currently, we are not aggressively pursuing virtual advising, but it is something that we want to look at in the future. Five years ago, they did launch Skype and we had a little momentum in the first year or two, but over the course of the past year, we have had zero students do Skype advising. We do phone and in person advising. Ms. Harris added that there are plenty of resources relating to virtual advising that we could look into. NACADA has lots of virtual advising resources and tools for us to utilize. We need to diversify our advising to better meet student needs and coming in person is not always convenient for some of our students, but honestly right now, we do not have the time or manpower to explore that. We are down a leadership team member and we do not have the capacity or the technology to make it happen, but it is definitely a goal.

Being there were no more questions, Chair DiLeonardi thanked Dean Contreras and Ms. Harris for their presentation.

Public Participation – Joshua Rodriguez highlighted reasons why the Board should pass a budget that includes an increase in student employee wages; and Michael Kolar spoke on the subject of registration and class sizes for the Alliance for Lifelong Learning auto repair classes.

New Business

2/19-1a Approval of Adoption of Consent Agenda

Trustee Kotowski offered:

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

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

2/19-1b Approval of Consent Agenda Items 2/19-2 through 2/19-5

Trustee Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 2/19-2 through 2/19-5 as listed in the Consent Agenda.”

2/19-2 Ratification of Payment of Bills for January 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 \$4,269,891.47 for all check amounts and for all purposes as appearing on a report dated January 2019.”

2/19-3 Acceptance of Treasurer’s Report for January 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 January 2019.”

2/19-4 Ratification of Actions of the Alliance for Lifelong Learning Executive Board

“Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a and b, and hereby approves the expenditures in the amount not to exceed \$286,682.63 for all funds listed in item a”

- a. Salary payments in the amount of \$286,682.63 for part-time teaching services for the Alliance for Lifelong Learning Spring 2019.
- b. Salary rescinds in the amount of \$755.44 for part-time teaching services for the Alliance for Lifelong Learning Spring 2019.

2/19-5 Ratification of Payment of Professional Personnel – Spring 2019

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 spring semester 2019; the total payment amount is \$3,476,102.93.”

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 spring semester 2019; the total payment amounting to \$365,656.50.”

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

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

The motion carried: Student Trustee Timperley favored the resolution.

2/19-6 Authorization to Approve February Purchases

Trustee Tennes offered:

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

<u>Agenda Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
2/19-7a	1 - 2	Travel Services for Summer 2019 Study Abroad Program in India	English & Foreign Languages University	\$ 22,100.00
			JP Morgan Chase/ Designated Airline/ 4 Seasons Travel/ Golden Eagle Travel	\$ 19,500.00
2/19-7b	1	Ratification of Additional Network Cabling and Installation	Gibson Electric and Technology Solutions	\$ 25,350.00
Grand Total				\$ 66,950.00.”

Trustee Salzberg seconded the motion.

Trustee Burns asked Dr. Lott questions about foreign travel, one of which was whether students can use their SEOG (Supplemental Educational Opportunity Grant) and PELL grants to go on these trips. Dr. Lott responded that if it is in the summer, they cannot. Trustee Burns said that she has many questions on the subject of travel for students and would appreciate more information on that subject. Dr. Lott and President Smith said that they would work to bring a Board report on the college’s global studies program in the near future. Trustee Burns thanked them and said she would look forward to that report.

Trustee Burns called the roll:

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

Motion carried; Student Trustee Timperley favored the resolution.

2/19-7 Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) West End Renovation-Phase Two; b) Carpet Flooring Replacement for Des Plaines Campus; and c) Web Content Management Software Cloud Services-5 Year Contract.

Trustee Tennes did comment on item b) Carpet Flooring Replacement for the Des Plaines campus. She asked that if it is within budget, to see if possible that materials could be sourced that have some measure of recycled content, preferably post consumer recycle content.

2/19-8

Authorization to Proceed with Request for Qualifications for the Athletic Infrastructure Opportunity

Trustee Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the College to proceed with the public issuance of the Request for Qualifications (RFQ) for the Athletic Infrastructure Opportunity.”

Chair DiLeonardi seconded the motion and asked if there was any discussion.

Trustee Tennes noted that she remains opposed to this. She noted that there are two things that would possibly move her to cast an affirmative vote relative to issuing the RFQ, the first being that a minimum of three qualified RFQ responses must be received in order for any bids to be considered. The reason for this request is that this came up about ten months ago at the request of a private entity in the region that wanted the college to give them land so that they could build a facility. Trustee Tennes’s concern is that the information that has been drafted is so specific to what that sole vendor was interested in that without comparisons it really is just serving what that particular vendor wanted. The second request Trustee Tennes had is that in reviewing the timeline, it looks if there were proposals that were received, that the decision to approve the selected proposal was going to be made at the April Board meeting. Considering that a brand new Board will be seated that night, there will be at least two, possibly three new trustees, asking a brand new Board to vote on a proposal of this magnitude is not warranted that evening, and she feels the vote should be extended to at least May 2019. If those two items can be added as a specific addendum to the motion, that would cause her to consider casting an affirmative vote, but without both of those things, she will be voting no. Trustee Salzberg echoed Trustee Tennes’ concerns about the private entity, the timeline and the three qualified bids, if that does not happen he would vote no as well.

Trustee Frank asked to make a motion to table this agenda item until April, until the new board is seated. Chair DiLeonardi asked if Trustee Frank wants to take action in April or May. Trustee Tennes asked if his idea is that the new Board would discuss issuing the RFQ at that time. Trustee Frank made the motion for when the new board is seated in May, seconded by Trustee Stafford. President Smith reminded the Board that the motion is not to do anything other than to issue an RFQ; it does not commit the Board or the college to anything, just to see if there is other interest. Student Trustee Timperly commented that the students are in support of this opportunity and look forward to moving forward with this process. Students want to see this athletic dome built, however we make it happen. Trustee Kotowski commented that when the Board would take this up again, be it in April or in May, he would vote against the RFQ because he has objections to the language. Trustee Kotowski said that he does have an open mind and might support another version, but has issues regarding how it is drafted now. Trustee Stafford commented that if we delay it to May there is no reason that we cannot look at it and revise it between now and then if there are concerns. Trustee Stafford said that the intent of the last couple of Committee of the Whole meetings was to make all information available. He also noted that he welcomed Trustee Kotowski’s comments as he does bring his legal expertise to the process. Trustee Stafford said that he is fine with waiting for action until after the election and if that helps, let us do that.

Trustee Salzberg wanted it noted that he is very concerned about any private entity having anything to do with public land. Chair DiLeonardi noted that there is a majority of the Board that does not want to go ahead with the original motion. Trustee Stafford noted that since he made the

original motion, he would like to withdraw the motion. Regarding Trustee Frank’s motion to table consideration until May, since the original motion is withdrawn, there is no reason to vote on the motion to table the item. Chair DiLeonardi noted that it would be left to the administration to bring it back at a later date, no Board action is needed this evening. President Smith noted that after obtaining additional feedback and having additional discussions, we would bring it back to the Board in May, with the Board’s feedback incorporated.

2/19-9

Approval of New Unit of Instruction

Trustee Timperley offered:

“Be it resolved by the Board of Trustees of Community College District 535 approves the Cancer Registry Management Certificate as a New Unit of Instruction.”

Trustee Frank asked if the college would give out-of-district students in-district rates for this course. Dr. Lott responded that yes, if no other school offers this type of course. As of now, we would be the first community college in the state to offer this course. Trustee Frank asked how much it would cost our college if the majority of the students were out-of-district. Dr. Lott responded that we would still be earning revenue from the tuition, it would not cost more to offer instruction to out-of-district students. President Smith commented that it would be good for us in some ways if we were the only institution that is offering it, as students will want to come to us from other districts because the other districts do not offer that program, as there would not be other options for them. We do have an agreement, as Dr. Lott noted, with other districts if we offer a program or they offer a program that the student’s home institution does not offer, that they can pay in-district rates if they cannot take it at their home community college as there is a state agreement that provides for that. Dr. Lott said that the spirit of that agreement is to increase access for all students.

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

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

Motion carried; Student Trustee Timperley favored the resolution.

2/19-10

Preview of New Units of Instruction

Illinois Community College Board rules require the College to submit extensive documentation, including Board of Trustees approval, when a “new unit of instruction” is proposed. The college would like to propose the following new units of instruction: Perioperative Nursing Certificate; Cannabis Dispensary and Patient Care Specialist Certificate; Private Security Certificate; Operational software Specialist Certificate; Software Specialist Certificate; and Reporting System Software Specialist Certificate.

Chair DiLeonardi complimented the faculty and staff on having so many interesting possibilities for employment, education and training. Trustee Tennes said that it is very exciting to see new cutting edge units of instruction, more than she has ever seen on her tenure on the Board. Dr. DiLeonardi expressed the same sentiments and noted that several of the certificates are relatively short term.

2/19-11

Approval of Award of Tenure

Trustee Tennes offered:

“Be it resolved that the Board of Trustees of Community College District 535, by the authority vested in it by the State of Illinois, hereby grants tenure, effective after the completion of the spring 2019 semester, to the following faculty:

Stephanie Levi-Blumer, Assistant Professor of Biology; Anika Jones, Assistant Professor of Anthropology and Sociology; Antoinette Maglione, Professor of Nursing; Pamela Pedersen, Professor of Nursing; and Clarence Sistrunk, Associate Professor of CNS/CIS.”

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

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

Motion carried; Student Trustee Timperley favored the resolution.

2/19-12

Acceptance of a Full-time Faculty Resignation

Trustee Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the Resignation Agreement between the College and Ms. Xenia Conquy, Assistant Professor, Physical Sciences, effective January 9, 2019.”

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

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

Motion carried; Student Trustee Timperley favored the resolution.

2/19-13

Acceptance of a Faculty Retirement

Trustee Salzberg offered:

“Be it resolved that the Board of Trustees of Community College District 535 accepts the retirement of Professor Robert Frank.”

Trustee Tennes seconded the motion.

Dr. Lott congratulated Professor Frank and thanked him for his years of service as a faculty member and interim administrator for the College.

Trustee Burns called the roll:

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

Motion carried; Student Trustee Timperley favored the resolution.

2/19-14

Approval of Sabbatical Leave – Administrative Personnel

Trustee Frank offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves a sabbatical leave for Leana Cuellar, Director of Student Learning and Engagement, from March 1, 2019 to August 1, 2019.”

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

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

Motion carried; Student Trustee Timperley favored the resolution.

2/19-15

First Read of Policy

Trustee Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for review, the proposed revisions to Policy 3001, with action to take place at the next regularly scheduled meeting of the Board of Trustees on March 19, 2019.”

Trustee Frank commented that he thought that the Board could not take action on any item related to the budget, the last Board meeting prior to an election. Dr. Smith noted that the Board could not take action on a contract of a president in that timeframe.

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

Adjournment

The next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held on Tuesday, March 19, 2019, beginning at 7:30 p.m., at the Des Plaines campus, 1600 E. Golf Road in room 1506.

Trustee Tennes made the motion to adjourn the meeting, and at that time expressed her thanks to everyone who makes it possible to have Board meetings at the Skokie campus and to those who attend. It is not the normal course of operations in setting up Board meetings, but meeting at the Skokie campus is supremely important. Trustee Frank also thanked all of those who make it possible to hold the meetings at the Skokie campus; and he then seconded the motion to adjourn; a voice vote was called and the meeting adjourned at 9:00 p.m.

Joan W. DiLeonardi
Joan W. DiLeonardi, Chair

Martha Burns
Martha Burns, Board Secretary

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2/2019

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