

**Minutes of the Oakton Community College Board Meeting
April 21, 2020**

The 754th meeting of the Board of Trustees of Oakton Community College, District 535 was held virtually on Tuesday, April 21, 2020, with a few attendees at the Des Plaines campus, 1600 E. Golf Road.

Closed Session – Call to Order and Roll Call

At 3:05 p.m., Chair Benjamin Salzberg called the meeting to order. All members of the Board participated in the meeting virtually, except for Board Secretary Paul Kotowski, who was physically on campus called and 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; pending litigation; and purchase or lease of real property for the use of the public body. Trustee Bush made the motion, which was seconded by Trustee Yanow.

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

In attendance: Dr. Joianne Smith, President, and Mr. Edwin Chandrasekar, Vice President, Administrative Affairs were physically present. Dr. Colette Hands, Chief Human Resources Officer, Dr. Karl Brooks, Vice President for Student Affairs and Dr. Ileo Lott, Vice President for Academic Affairs were also present virtually.

Open Session and Roll Call

Chair Salzberg called the regular meeting of the Board of Trustees to order at 4:15 p.m.

Trustee Kotowski called the roll:

Mr. Salzberg	Chair	Present
Ms. Burns	Vice Chair	Present
Mr. Kotowski	Secretary	Present
Mr. Stafford		Present
Ms. Toussaint		Present
Dr. Bush		Present
Dr. Yanow		Present
Ms. Ozegovic		Present

Pledge of Allegiance – Trustee Paul Kotowski

Approval of Minutes

Chair Salzberg asked for a motion for the approval of the minutes of the April 7, 2020 Board meeting; Trustee Kotowski made the motion, which was seconded by Trustee Bush. A voice vote was called, and the minutes were unanimously approved.

Statement by the President

Dr. Smith thanked everyone for their grace and flexibility during the COVID-19 pandemic as we continue to navigate virtual meetings. There were more than fifty people on the call, union representatives, administrators, staff; Dr. Smith thanked them all for joining in.

Dr. Smith offered condolences to Mary Ringstad-Gagliano, Associate Professor of Speech and Theater, on the passing of her mother Elizabeth Ringstad; and to Carol Bustamante, Professor of English, on the passing of her father. Congratulations were offered to John Curtis, Media Services, and his wife on the birth of their second son Dean; and to Eileen Cukierski and her husband on the birth of their third grandchild, first grandson, Theodore Owen. Dr. Smith congratulated and welcomed all of the newly elected incoming Student Government Association officers: President Amina Mayzel, Vice President Christopher Nikols, Secretary Michael Sobin, Treasurer Mariem Abdelrahim, Student Trustee Karen Suarez, and Senator Akash Patel (RHC/Skokie Campus). Dr. Smith thanked the outgoing student leadership for their service to the College. The student OCCurrence staff won a number of awards from the Illinois Community College Journalism Association (ICCJA). They received awards in categories from photos, news stories, editorials, and design. Dr. Smith recognized the Health Information Technology program and the Associate Degree Nursing program who each received formal notification from their external accrediting bodies, following their accreditation visits this year, that they each have been granted a seven-year reaccreditation. Dr. Smith commented that we are very proud and have always been proud of the high quality of our health career programs. Given our current pandemic, we are even prouder knowing that so many of our alumni are out on the front lines battling this virus. We are grateful to them and to our faculty who have prepared them for these lives of service. This is Adisa Ozegovic's last official meeting as student trustee. Dr. Smith thanked Ms. Ozegovic for her role as the student trustee this past year. She was an incredibly engaged student leader who asked thoughtful questions and provided great student input; we will miss her at the Board table.

Dr. Smith once again recognized the entire College community for the many ways that everyone has come together to meet the needs of students as we pivot to a remote environment. These are challenging times and Dr. Smith is grateful for the collaboration and commitment, and that we continue to find ways to provide teaching and learning, and Board meetings during this time. Dr. Smith noted that one way that we are meeting the needs of the community is through our faculty and student employees in the manufacturing program. They are making protective face shields on our 3-D printers and donating them to local health care facilities. It is a meaningful way of taking what we do on campus to meet the needs of our health care workers. On April 16, there was a virtual Coffee and Conversation for employees, over 200 people joined in on the call where employees had an opportunity to submit questions in advance. Dr. Smith thanked those who participated in that session, as well as the feedback that was received about how to make such sessions more meaningful moving forward. On April 23, there will be a similar virtual Coffee and Conversation for students to ask questions of Dr. Smith and other senior leaders. There has been a determination that summer courses will be completely online, and there is still discussion about what the fall semester will look like. Dr. Smith noted that usually at this time of the year we are all busy attending events such as the study breakfast, the student leadership banquet, the PTK induction ceremony, and the six piano concert, just to name a few. This is not a year where we can participate in those celebrations in person. Some events have been moved to a virtual format such as the 1st Generation College Fair and the 5K 50 Fest, but most have been disrupted this year. Next year, when we are hopefully able to celebrate in person, we will savor those moments even more.

Education Foundation Liaison Report

Trustee Stafford reported that the Oakton Educational Foundation has raised \$689,503 to date this fiscal year. The fundraising campaign to grow the Student Success Fund, which serves as the emergency fund for Oakton students, has added \$27,300 to the fund over the last four weeks. The Foundation has extended the timeframe for matching gifts to the end of the spring semester on May 15. Donations can be made securely online at oakton.edu/giving. The Foundation released the preliminary funding allocation for 2020-2021 scholarship awards. Through donor support, \$623,440 will be available for awards to students attending this fall, a five percent increase over current year funding and an amount that is likely to grow before the semester begins. There are currently 329 Oakton Educational Foundation scholars enrolled at the College. The Foundation hosts sixteen voting Board Directors. The next Foundation Board meeting will take place on June 3, 2020.

Student Trustee Report

Student Trustee Adisa Ozegovic and incoming Student Trustee Karen Suarez collaborated on the report this month. They reported that in general, students have been learning to navigate online learning. There is some variability as some students find it easy and some have difficulty with time management. A great addition that has been implemented are remote tutoring services that are now available online. Classes are now halfway over and students have registered for summer courses. As Dr. Smith mentioned earlier, the OCCurrence has been recognized by the ICCJA. The OCCurrence was reopened by former Student Trustee Jack Timperly last year and they won four awards, this year they won eleven. In addition, they won the Mike Foster General Excellence Award in the Division I category, which is an overall excellence award. Alum Robin Suarez placed second overall in Illinois as reporter of the year. Ms. Ozegovic encouraged everyone to check out the OCCurrence website at oaktonoccurrence.com. PTK is planning to organize service projects for local food banks; there are also plans to create a virtual game night in the coming weeks. Student Government Association elections were completed April 15, 2020, where new officers were elected, some which were present virtually at this meeting, including Karen Suarez, who will be taking over the position of student trustee. Ms. Ozegovic said that she had a wonderful time serving on the Board, she enjoyed it and it was a definite learning experience. She thanked all of the Board members, the administration who were supportive, and Dr. Smith who was a wonderful mentor. Chair Salzberg thanked Ms. Ozegovic for her work on the Board.

4/20-1 Recommendation for Seating of Student Member of the Board of Trustees

Trustee Bush offered:

“SECTION 1: An election for the Student Member of the Board of Trustees was held April 7-15, 2020. The election was conducted in all respects as provided by law and according to Policy 1005. The election was conducted online, using the Simply Voting software purchased by the Student Government Association. Currently enrolled students were provided a ballot via email and Simply Voting provided a secure method to permit students to vote from their computer or mobile device; 632 students cast ballots in the election. The returns of the election have been duly canvassed by the Judges of Election. The student meets all qualifications for Trustees as specified in Policy 1004.

SECTION 2: The Board of Trustees declares that Karen Suarez, who ran unopposed, received 518 votes (93%) for the office of Student Member of the Board of Trustees, was selected to serve as the Student Trustee with a term commencing on April 21, 2020 and concluding at the Board of Trustees meeting in April 2021.

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

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

At this time, all of the trustees thanked Ms. Ozegovic for her service to the Board. Trustee Kotowski called the roll with the new student trustee now seated:

Ms. Burns	Present
Mr. Stafford	Present

Ms. Toussaint	Present
Dr. Bush	Present
Dr. Yanow	Present
Mr. Kotowski	Present
Mr. Salzberg	Present
Ms. Suarez	Present

4/20-2

Resolution Organizing the Board of Trustees for the Term Commencing April 21, 2020

Trustee Salzberg offered:

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

Trustee Burns seconded the motion.

Chair Salzberg called for nominations for the Office of Chair of the Board.

Trustee Burns, who for the past year has served in the role of vice chair of the Board, noted that Oakton trustees generally have voted to elect the serving vice chair to the position of chair. Trustee Burns thanked Chair Salzberg for the opportunity to work with him, to get to know him and although they might not have agreed on all issues, ultimately, they were able to work together, and she is glad they will continue to serve together. Trustee Burns continued that she thought a lot about whether she wanted to be chair this upcoming year, and when the COVID-19 situation happened, she felt strongly that the Board needed leadership that recognizes the financial implications of what is happening. She stated that she is honored to be able to say that she thinks that Trustee Bill Stafford is the one that the Board should lean on, count on, and depend on, to give us the guidance through this time. Trustee Burns commented that she has known Trustee Stafford for many years, and besides being a great father, he knows and understands finance. She hopes that the Board will join her in acknowledging that Bill Stafford should be chair at this time. Trustee Burns nominated Trustee Stafford for the position of Chair; Trustee Salzberg seconded the nomination. Hearing no further nominations, a voice vote was called which passed unanimously.

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

Chair Salzberg called for nominations for the Office of Secretary of the Board. Trustee Bush nominated Trustee Marie Lynn Toussaint for the position of Secretary; Trustee Salzberg seconded the nomination. Hearing no further nominations, a voice vote was called, which passed unanimously.

Trustee Salzberg continued reading the remainder of the resolution:

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

1. The Board is hereby organized for the term commencing April 21, 2020.
2. The time and place for the regular meetings of the Board for the calendar year 2021 shall be fixed as follows:

January 19, February 16, March 16, April 27, May 25, June 29, August 17, September 21, *October 19, November 16, and December 14. Beginning at 7:30 p.m. in the Board room, 1506, at Oakton Community College, 1600 E. Golf Road, Des Plaines, Illinois, which times and places, will be published in addition, proper notice and agenda to be posted as required by law.

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

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

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

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

The motion carried; Ms. Suarez favored the resolution.

Trustee Salzberg asked for a motion for a brief adjournment *sine die*. Trustee Burns made the motion, Trustee Toussaint seconded the motion; a voice vote was called and passed unanimously.

Newly seated Chair Stafford asked for a roll call with the newly organized members of the Board now seated. Because Trustee Kotowski was on campus, he continued to act as the Secretary for the meeting and called the roll:

Ms. Burns	Present
Dr. Yanow	Present
Ms. Toussaint	Present
Mr. Kotowski	Present
Dr. Bush	Present
Mr. Stafford	Present
Mr. Salzberg	Present
Ms. Suarez	Present

Comments by the Chair

Chair Stafford thanked Trustee Salzberg for his wonderful leadership during the College’s 50th anniversary year. There is no question that Trustee Salzberg was the right man for the right year. His father, Fred Salzberg, who was one of the first faculty members at Oakton, pioneered engineering and fire science. Trustee Salzberg has attested to the fact that he was the first Oakton baby born to a faculty member during the school’s inaugural year. Chair Stafford said that he attended events this past year that Trustee Salzberg officiated at relative to the 50th anniversary and there was no one who had the enthusiasm and the love for the College that he has expressed and that was evident in his leadership role through the 50th year. At a time when the Board can meet in person, Chair

Stafford asked that the administration provide a plaque that relates to Chair Salzberg's leadership as chair for the past year, as well as the 50th anniversary, that will be presented to him.

Chair Stafford commented on the COVID-19 situation. He said that there are three key roles for the Board in times like this. The first one is their role as stewards and their stewardship on behalf of the College that generally takes the form of the budget, which is a real financial articulation of our values. As a community college, Trustee Stafford noted that we are only as good as the people we have in front of the classroom or in front of the Zoom camera that are teaching, and that is what Oakton is about. One of our goals should be to try to maintain as many of our employees as we can in these tough times. He stated that he would like to have a Committee of the Whole meeting to talk specifically about the budget, go through the state funding, and talk about issues that are important to the Board in terms of personnel, and our views on marketing. Secondly, Chair Stafford said that during this time, we need to look at our strategic goal of equity. As we have seen in terms of the coronavirus, the effect the virus has shown how we lack an equitable society. In fact, it has hurt many of our minorities even more as we have seen the statistics on the deaths in Chicago. Chair Stafford said that he would like to help our students cope with the whole issue of equity and we need to look at what we can do for them. He thinks we need to talk about our relationship with our Foundation in terms of what they are able to bring to the table in these troubled times, which will be another conversation that we need to have about how we are going to provide resources to provide more equity. The third key has to do with our leadership as Board members in terms of student involvement. In times like this, we need to have more involvement with the students. He would like to see the Board participate in some of the student activities, in general be more interactive with the students. In conclusion, Chair Stafford commented that he knows that all of the trustees share a real passion for the Oakton community, our teachers and students. He noted that these are going to be hard times but it is one of our goals to do as much as we can to assist both our students and faculty, and continue the great mission that we have of education.

Trustee Comments

Trustee Bush thanked the outgoing leadership for their service this past year and thanked the new leadership on the Board for stepping up and taking on a very challenging opportunity. She thanked outgoing Student Trustee Ozegovic for all of her time and effort this past year. She brought us a flavor of the student body in a very generous and articulate way and we are so appreciative. Trustee Bush also welcomed Ms. Suarez as the new student trustee and looks forward to getting to know her. Trustee Bush relayed an Illinois Community College Trustees Association (ICCTA) update that the ICCTA executive committee has made the difficult decision to cancel their 2020 annual convention, which was their 50th anniversary, which was scheduled for June 4-6, 2020 at the Chicago Marriott Hotel. Trustee Burns commented that Ms. Ozegovic was very student focused and thanked her for all that she brought to her role as student trustee this past year and encouraged her to become involved in student representation as she represented Oakton's students well. To the new student trustee Karen Suarez, Trustee Burns noted that she looks forward to getting to know her and welcomed her to the Board. Trustee Burns commented that the pandemic is a frightening situation, but she is happy to be a part of Oakton in order to have something meaningful to connect to at this particular time.

Trustee Salzberg thanked the Board for electing him as chair last year; he really appreciated the honor of serving in that capacity. He commented that we will get through this crisis with a positive outcome. He congratulated Karen Suarez on her election and her future contributions to the Board. He also thanked outgoing Student Trustee Ozegovic saying that her path will be very fruitful in the future. In closing, Trustee Salzberg said that he is appreciative that Bill Stafford will lead us during this time, and he thanked him for his kind words. Trustee Toussaint said that she was grateful for her election as Secretary of the Board and looks forward to working with Chair Stafford and Vice Chair Kotowski. She said that she has learned a lot from sitting on the Board this past year, and looks forward to continuing to learn all that she can from those who came before her. Trustee Toussaint told Ms. Ozegovic that she is a classy young woman and said that she should continue to represent students as she goes forward; she also congratulated and welcomed Karen Suarez, the new student trustee. As a first year Board member, Trustee Yanow said that this has been an extraordinary opportunity to learn and she appreciates the leadership that Trustee Salzberg has provided, and is appreciative to the new leadership. She feels confident that we will be able to work together to do the difficult tasks ahead with the extraordinary moment that we are living in. She also thanked Ms. Ozegovic for an extraordinary year of working and learning

with all members of the Board. Trustee Yanow also welcomed new Student Trustee Karen Suarez and looks forward to working and learning with her. At this time, Chair Stafford asked if there would be any objections by members of the Board to include on the May 12, 2020 Board agenda a discussion of potential Evanston locations for a satellite campus for the College. There were no objections noted consequently, that topic will be added as a discussion item under New Business on the May 12 agenda.

Report: Success Matters: 2018-2022 – Oakton Community College Strategic Plan

Dr. Smith introduced Dr. Kelly Iwanaga Becker, Assistant Vice President of Institutional Effectiveness & Strategic Planning, who provided an update of where we are in the halfway point of the College's strategic plan and what we are looking forward to in the coming year. Dr. Becker thanked the Board for the opportunity to talk about the strategic plan and some of the key achievements to date. Dr. Becker spoke about the planning process for the development of the Success Matters plan, which began in July 2015, with official implementation at the start of the 2018 fiscal year. Dr. Becker reviewed the four strategic commitments, Equity Matters, Teaching & Learning Matter, Community Matters, and Planning Matters. The College's commitment to equity focuses on improving outcomes for all students, from recruitment to goal attainment, creating the right policies and supports to reduce opportunity gaps, and improve student wellbeing. Some of the work being done in this area includes All College Learning Day, which was held in October 2019; completion of the ILEA equity plan which focused on reducing racial equity gaps in degree attainment; implementation of the data warehouse; increased services to help students who are food and housing insecure through the Oakton Educational Foundation; Open Educational Resources; the Caring Closet, and a Student Care Coordinator position. In addition, we are working to deal with the COVID-19 crisis in a way that promotes equity. Being named an Achieving the Dream Leader College in February 2020, is a reflection of some of the progress the College has made particularly in closing racial gaps in persistence and degree completion in particular for our LatinX students. Part of that award was based on our improved rates of persistence in completion, which was an exciting recognition and certainly promising for the work that we are doing.

In terms of Teaching & Learning Matter, this focuses on academic excellence. It includes having program offerings that are responsive to societal and labor market trends, strengthening curricular pathways, and developing opportunities for students to learn outside of the classroom including apprenticeships, study abroad, and internships. Key to this process is the implementation of the Oakton Experience, which is a whole College redesign. Other areas include adding twelve new certificates, an associate degree in general studies, and general education core curriculum. There are more than 100 pathways and pre-majors that are designed to promote timely and focused progress towards a certificate or degree completion. Oakton's commitment to the community focuses on cultivating students learning about global and domestic issues and sustainability. In addition, the College has built stronger relationships with district high schools. Through the work of the College Transitions team, we have data sharing agreements with two high school districts allowing us to better understand student pathways into and through the College. We have seen a fifteen percent increase in dual credit students, students who are taking Oakton classes in their high schools, and that was just in the last year. We have ten new transfer agreements with four-year institutions that were created in 2019. Strengthening our relationships with institutions both locally and nationally and creating clearer pathways for students who aspire to earn bachelor's degrees. It expands partnerships with district high schools and transfer institutions and aims at developing stronger connections with community leaders, organizations, and business and industry partners. In addition, we have responded to COVID-19 by donating to local hospitals, personal protective equipment (PPE) and using our 3-D printers to make masks. Obviously, not something that we had planned for, but collaborative work that is evidence of the strong relationships we have built with local hospitals in our community.

The strategic plan includes more planning. This commitment pushes us to engage in greater planning to ensure the effectiveness of the College. There is a particular focus in this commitment on communication and marketing, technological investments, sustainability and employee engagement. There has been quite a bit of planning going on at the College. Examples are the Strategic Enrollment Management Plan; Facilities Master Plan; Communications and Marketing Planning; and the IT Master Plan, which is currently in development. Dr. Becker acknowledged the work of SPARC (Strategic Planning, Accountability, and Resource Team), stating that the original SPARC committee was the one that developed the plan, and the current committee has been meeting

to develop measurable outcomes for the four strategic commitments, to document where the College has made progress, and to identify areas where there needs to be more focused attention in order to fulfill our commitments. In conclusion, Dr. Becker said that the next steps include SPARC finalizing metrics, continuing to identify areas of achievement, and those that need increased focus. We are also looking to include a broader communication plan in terms of the progress of the plan, and identify priorities, what do we need to pivot or re-prioritize, and what is realistic and/or feasible given our current situation.

Trustee Burns commented that it was nice to be able to make the connection between all of the presentations that the administration has presented to the Board, to see where they plug in and connect. Trustee Salzberg said it was an impressive report. Trustee Yanow asked if the increase in dual credit was across schools or in one particular institution. Dr. Becker did not have that specific data on hand, but she will collect that information and share it with the Board. Trustee Yanow said that as we move forward, it would be helpful to know where those increases took place. Dr. Smith said that the increases have been across all districts, some more than others, but there has been increase from all of the districts.

Public Participation – None

4/20-3a Approval of Consent Agenda

Trustee Salzberg offered:

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

Trustee Bush seconded the motion.

Trustee Burns had a question related to agenda item 4/20-6, ‘Acceptance of Quarterly Report on Investments’, specifically the listing of PMA Bank of China. Mr. Andy Williams, Comptroller of the College responded that Bank of China is one of the investments that we utilize with our partners PMA, being the broker dealer who places our investments. PMA goes out into the marketplace and looks competitively for the best rates, and very often, that ends up being a very good rate for us. Trustee Burns asked whether there would be any consideration to continue with the Bank of China because of the pandemic. Trustee Toussaint commented that she does not understand what the process is. Mr. Williams said that PMA provides services to local governments to assist with investments and what that does for us is help lower our administrative costs, and they are all safe investments. They make sure that we comply with the investment statutes for community colleges. Mr. Williams will find out from our representative more about the Bank of China. Trustee Toussaint said that she would like more details to have a better understanding. Chair Stafford noted that we should find out what are the terms of our commitment and PMA’s commitment in terms of a contract. This is one of the things that the state has done to help governmental bodies. They do this for both school districts, community colleges and cities, it bids out this contract. PMA won the bid multiple years ago and what they do is they pool everybody’s money. Chair Stafford commented that all the community colleges in our conference are sure to have money in the PMA state pool. What it does is it gets us all a better rate; PMA is not a fly by night outfit, they are very established. Chair Stafford requested administration provide the Board information on the terms of the agreement and how PMA makes their selections. Dr. Smith suggested, and it was agreed, that this could be part of a discussion at the Committee of the Whole meeting.

A voice vote was called and the motion passed unanimously.

4/20-3b Approval of Consent Agenda Items 4/20-4 through 4/20-8

Trustee Bush offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 4/20-4 through 4/20-8 as listed in the Consent Agenda.”

- 4/20-4 Ratification of Payment of Bills for March 2020 (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 \$6,369,353.64 for all check amounts and for all purposes as appearing on a report dated March 2020."
- 4/20-5 Acceptance of Treasurer's Report for March 2020**
 "Be it resolved that the Board of Trustees of Community College District 535 receives for filing as part of the College's official records, the report of the Treasurer for the month of March 2020."
- 4/20-6 Acceptance of Quarterly Report on Investments**
 "Be it resolved that the Board of Trustees of Community College District 535 authorize the acceptance of the Quarterly Report on Investments for filing."
- 4/20-7 Ratification of Actions of the Alliance for Lifelong Learning Executive Board**
 "Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a to f, and hereby approves the expenditures in the amount not to exceed \$36,476.00 for all funds listed in items a and e."
 a. Authorization to pay part-time faculty in the amount of \$1,476.00 for the spring 2020 term.
 b. Authorization to rescind payment for part-time faculty in the amount of \$5,101.55 for the spring 2020 term.
 c. Recommend NO FY'21 tuition increase for general Alliance classes. The tuition for some specialized classes including: workforce related including CEHP, on-line, computer, Emeritus, Youth, reimbursable Alliance classes and fitness classes will vary from the approved rates due to increased vendor costs or based on competitive rates.
 d. Recommend the continuation of the professional services of the Adult Education educational specialists for the GED Program, Literacy Program, ESL Program and the Evening High School Program pending the receipt of adequate FY'21 ICCB Adult Education and Family Literacy grant funds.
 e. Recommend the continuation of professional services, effective July 1, 2020 through June 30, 2021 of the professionals who plan, develop and implement the Continuing Education for Health Professionals (CEHP) courses, seminars and activities. The amount to be paid will not exceed the following: Pam Mauro, LSW - \$35,000.
 f. Recommend the FY'21 classroom and office rental rates remain at the same level as the FY'20 rates unless otherwise reduced by individual districts.
- 4/20-8 Supplemental Authorization to Pay Professional Personnel – Spring 2020**
 1. "Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$170,644.66 to the total amount of part-time teaching salaries paid during the 2020 spring semester; the revised total payment amount is \$3,943,834.09."
 2. "Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$13,364.00 to the total amount of faculty overload salaries paid during the 2020 spring semester; the revised total payment amount is \$565,650.80."

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

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

The motion carried; Student Trustee Suarez favored the resolution.

4/20-9 Authorization to Schedule a Budget Hearing and Publish a Notice Placing Fiscal Year 2021 Budget on Public Display

Trustee Yanow offered:

“Be it resolved that the Board of Trustees of Community College District 535, authorizes the Budget hearing and approval to publish the notice placing the Fiscal Year 2021 budget on public display.”

Chair Stafford explained that the hearing is officially going to take place at the June 30, 2020 Board meeting, but the Board can have a committee meeting on the budget before that date.

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

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

The motion carried; Student Trustee Suarez favored the resolution.

4/20-10 Authorization to Approve April Purchases

Trustee Salzberg offered:

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

Agenda

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
4/20-10a	1 - 2	Ratification for Emergency Purchases Related to the COVID-19 Disaster Proclamation by the State of Illinois	SHI International Corporation T-Mobil USA, Inc.	\$ 51,932.93 \$ 66,124.80
4/20-10b	1 – 2	Signage and Wayfinding Consulting Services	Selbert Perkins Design Collaborative	\$ 115,000.00
Grand Total:				\$ 233,057.73.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.

4/20-11 Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Service Agreement and Software Maintenance – Three Year-Contract for the

Building Automation System; b) Grant Funded Truck Driver Training Courses – Two-Year Contract Extension; and c) Transportation Services for Athletic Teams.

4/20-12 Approval of Academic Calendar for 2022

Trustee Toussaint offered:

“Be it resolved that the Board of Trustees of Community College District 535, approves and adopts the 2022 Academic Calendar, as part of the office records of the College.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.

4/20-13 Authorization to Hire a Dean of Enrollment Management

Trustee Bush offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Mr. Matthew Huber as Dean of Enrollment Management effective July 6, 2020 at an annual salary of \$120,000. That salary will be prorated for the period of July 6, 2020 through June 30, 2021.”

Trustee Toussaint seconded the motion.

Dr. Karl Brooks, Vice President of Student Affairs, commented that the College is excited about Mr. Huber joining the College with his depth and breadth of experience. He was well vetted while he was on campus and came out as the top candidate and someone whom we feel will be able to add to the leadership of the College, but also support the direction we are already moving in, and leverage us towards the goals that we have identified through the Strategic Enrollment Management plan. Mr. Huber checked all the boxes and we are excited about him coming on board at Oakton.

Trustee Kotowski called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

4/20-14 Authorization of a Faculty Retirement

Trustee Burns offered:

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

Trustee Salzberg seconded the motion.

Dr. Ileo Lott, Vice President of Academic Affairs, commented on the retirement of Professor Carney, thanking her for her dedication to the institution for the past forty-nine years. She served in both the STEM and Liberal Arts divisions.

Trustee Kotowski called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

4/20-15

Acceptance of a Grant

Trustee Bush offered:

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$97,402.35 from the State of Illinois Department of Commerce and Economic Opportunity to support the Cannabis Regulation and Tax Act Social Equity program at Oakton Community College.”

The motion was seconded by Trustee Yanow; a voice vote was called and the motion passed unanimously.

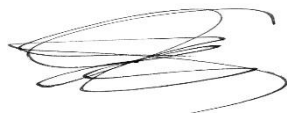
Adjournment

Chair Stafford announced that there will be a Committee of the Whole meeting related to the budget prior to the next regularly scheduled Board meeting. He also told the trustees that he would contact them before May 12 to work out committee assignments. The next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held on Tuesday, May 12, 2020, time to be determined.

Trustee Salzberg made a motion to adjourn the meeting, which was seconded by Trustee Bush; a voice vote was called and the meeting was adjourned at 5:30 p.m.



William Stafford, Chair



Paul Kotowski, Acting Board Secretary

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4/2020

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