Minutes of the Oakton Community College Board Meeting  
October 23, 2007

The 611th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, October 23, 2007, at the Oakton Community College Des Plaines Campus.

Call to Order and Roll Call

Dr. Rosen called the meeting to order at 6:25 p.m. in room 1502 and Dr. DiLeonardi called the roll.

Dr. Rosen Chair Present  
Mr. Williams Vice Chair Present  
Dr. DiLeonardi Secretary Present  
Dr. Alexopoulos Present  
Ms. Tennes Present  
Mr. Wadhwa Present  
Mr. Spera Student Trustee Present

Closed Session

Ms. Tennes offered a motion to go into closed session for the purpose of considering the appointment, employment, compensation, discipline, performance or dismissal of employees and potential litigation. Dr. Alexopoulos seconded the motion; a voice vote was called and Dr. Alexopoulos, Dr. DiLeonardi, Dr. Rosen, Mr. Spera, Ms. Tennes, Mr. Wadhwa, Mr. Williams, Dr. Lee, Mr. Chirempes, Dr. Hamel, Ms. Lucas, Mr. Oudenhoven, Ms. Rizzo, and Dr. Smith went into closed session at 6:25 p.m. in room 1502.

Ms. Tennes offered a motion to adjourn the closed session. Mr. Wadhwa seconded the motion; a voice vote was called and the meeting was adjourned at 7:30 p.m.

Call to Order and Roll Call

Dr. Rosen reconvened the 611th meeting of the Board of Trustees at 7:37 p.m. in the Board Room 1506. Secretary DiLeonardi called the roll:

Dr. Rosen Chair Present  
Mr. Williams Vice Chair Present  
Dr. DiLeonardi Secretary Present  
Dr. Alexopoulos Present  
Ms. Tennes Present  
Mr. Wadhwa Present  
Mr. Spera Student Trustee Present
Also in attendance were Dr. Margaret Lee, Mr. George Chirempes, Dr. Thomas Hamel, Ms. Bonnie Lucas, Ms. Barbara Rizzo, Dr. Joianne Smith, Mr. Maurice Archer, Dr. Kalyani Banerjee, Ms. Ann Marie Barry, Mr. Paul Boisvert, Mr. Carl Costanza, Mr. Clyde Davis, Dr. Carlee Drummer, Mr. Gary Flori, Mr. Will Frank, Mr. David Galvan, Ms. Patty Interrante, Ms. Linda Korb, Mr. Robert Matthews, Mr. D. Arnie Oudenhoven, Mr. James Petersen, Ms. Jamie Petersen, Mrs. Marlene Petersen, Dr. Nancy Prendergast, Mr. Timothy Raetzman, Ms. Doreen Schwartz, Mr. Mark Sprecher, Mr. Wayne Szatkowski, Ms. Cheryl Warmann, Ms. Arlene Wilt, and Mr. Robert Whitman.

Dr. Laura Saret represented the Full-time Faculty Association; Ms. Jillian Verstrate represented the Classified Staff Association; and Ms. Olivia Cronk represented the Adjunct Faculty Association in Ms. Dayton’s absence.

Mr. Jason Page and Mr. Devin Morris represented the OCCurrence newspaper. Ms. Joanna Broder represented the Pioneer Press newspaper.

Ms. Patricia Dalzell was present as recording secretary to the Board.

Pledge of Allegiance

Dr. Alexopoulos led the Pledge of Allegiance.

Approval of the Minutes of the September 18, 2007, Meeting

Dr. Alexopoulos offered a motion for approval of the minutes of the September 18, 2007, Board Meeting. Mr. Williams seconded the motion. A voice vote was called and the minutes of the September 18, 2007, Board meeting were approved.

Statement by the President

Dr. Lee stated that Olivia Cronk was substituting for Barbara Dayton as the Adjunct Faculty Association representative since Ms. Dayton was home recovering from surgery and unable to attend. The President asked the respective union representatives to introduce their colleagues.

Ms. Verstrate, President of the Classified Staff Association, introduced classified staff members Jamie Petersen, Financial Aid; Wayne Szatkowski, Business Services; Pat Dalzell, President’s Office; Mark Sprecher, Instructional Media Services; Will Frank, Television Services, operating camera one; and Tim Raetzman, Television Services, operating the direct cable feed from the Television Studio.

Dr. Saret, President of the Full-time Faculty Association, introduced faculty members Arlene Wilt, Professor of Nursing; Patty Interrante, Professor, Speech and Theater; Paul Boisvert, Professor of Mathematics; and Bob Matthews, Professor of Business.
Mr. Spera introduced students Jason Page and Devin Morris of the OCCurrence; and David Galvan, operating camera two.

Ms. Cronk, representing the Adjunct Faculty Association introduced instructors Kalyani Banerjee, Chemistry; and Clyde Davis, Biology.

The administrators present included Maurice Archer, Director, Accounting Services; Ann Marie Barry, Director, Student Affairs; Carl Costanza, Executive Director, Campus Operations and Facilities; Carlee Drummer, Executive Director, College Advancement; Linda Korbel, Dean, Languages, Humanities and the Arts; D. Arnie Oudenhoven, Associate Vice President, Human Resources; Nancy Prendergast, Assistant Vice President for Academic Affairs, and Dean of the Skokie Campus; Doreen Schwartz, Director, Business Services; and Cheryl Warmann, Director, Student Financial Assistance.

Dr. Lee introduced guests Robert Whitman, Joanna Broder, Gary Flori, and Jim and Marlene Petersen.

Dr. congratulated everyone for the work done in preparation for and during the visit of the Higher Learning Commission (HLC) evaluation team. She stated that the HLC recommended another ten-year accreditation and expressed gratitude to everyone who helped make this possible. Dr. Lee explained that the College would receive a preliminary draft of the report within approximately six weeks and that the report would be distributed when it is accepted by and acted on through Commission processes.

Dr. Rosen stated that this accomplishment should be recognized with a round of applause, to which all present enthusiastically responded.

Dr. Lee offered congratulations to Gary Mines and his wife Gosia on the birth of a son, Jakub. She thanked Carlee Drummer and the College Advancement Team for their 2007 Medallion Award winning entries. She stated that they earned six awards from the National Council on Marketing and Public Relations. Dr. Rosen presented Dr. Drummer with two gold awards for the OUTLOOK magazine and ORIENTATION brochure; two silver awards for the SCULPTURE INVASION media coverage and STUDIO 3 poster; and two bronze awards for the FOUNDATION ANNUAL REPORT and the STARDUST BALL invitation.

Dr. Lee stated that the Midwest Association of Student Financial Aid Administrator’s (MASFAA) Outstanding New Professional Award is presented yearly to a financial aid professional who has been working in the field for less than five years. She commented that the 2007 award was presented to Jamie Peterson for her outstanding contributions at the institutional, state, regional, and national levels. Dr. Lee noted that Ms. Petersen began as in intern as a Master’s degree student in Higher Education Administration at Loyola University Chicago. The President commented that Oakton hired Ms. Petersen as the full time Financial Aid Advisor and that she is currently enrolled in an EdD higher education program focused on community college leadership. She noted Ms. Petersen’s extensive activities within the
MASFAA organization and thanked Cheryl Warmann for being Jamie’s mentor. Dr. Rosen presented Ms. Petersen with the plaque.

In her closing statement, the President offered her sympathy to all who have families and friends in the San Diego area as they battle with severe and extensive fires throughout the regions. She then offered condolences to the family of retired faculty member Don Harris; Bob Burton on the passing of his mother; Laurie Gunning on the passing of her mother-in-law; and Linda Neisler on the passing of her brother.

**Comprehensive Annual Financial Report**

Mr. Chirempes introduced Mr. Gary Flori, Partner, Sikich LLP, for the presentation of the audited Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2007.

Mr. Flori thanked the Board for the opportunity to serve as an engagement partner on the College’s audit together with his colleague Fred Lantz. He explained the audit timeline with the beginning of a pre-audit meeting of the Board’s Finance Committee in early spring; preliminary field work in June; completion of field work in mid-August, which was later than usual due to the College’s implementation of a new accounting and financial system; and then commented on the October 11 meeting with members of the Board Finance Committee (Joan DiLeonardi and Ann Tennes, with Jeff Rosen, ex-officio) to review the CAFR and compliance reports which are issued under A-133. Mr. Flori remarked that the final reports were filed in a timely manner with the Illinois Community College Board on October 15.

Mr. Flori focused on the management discussion and analysis detailed in pages 16-26 of the CAFR. He stated that these pages included a comprehensive overview of the College during the past year, comparing current year to past results, as well as noting key highlights during the year. Mr. Flori explained that all of the accounting principals were the same as last year as we did not need to implement any new accounting pronouncements. He noted that as independent auditors, a clean and unqualified opinion was presented on the financial statements of the College as of the year ended June 30, 2007.\(^1\) In closing, Mr. Flori congratulated Oakton for once again receiving the *Certificate of Achievement for Excellence in Financial Reporting* from the Government Finance Officers Association, an accolade given to very few institutions.

Dr. DiLeonardi commented on the October 11 meeting of the Finance Committee and stated that the College is in an excellent financial position. She thanked Mr. Flori and Mr. Lantz for their informative and in-depth presentation. Dr. DiLeonardi stated that she was very satisfied with the state of the College in relation to the shrinking state funds.

\(^1\) In accounting standard terms, a clean opinion can also be expressed as an unqualified opinion, which means the financial statements present a true and fair view of the organization’s financial position in accordance with established financial reporting standards and the information presented complies with statutory requirements.
Ms. Tennes reiterated Dr. DiLeonardi’s remarks. As a new Board member, she commented on the very informative Finance Committee meeting and stated that she appreciated the very thorough and detailed review of the College’s financial position.

Dr. Rosen thanked Mr. Flori for the continuity provided by Sikich, LLP. He also acknowledged the work done by Mr. Chirempes, Mr. Archer, and the Business and Finance team in following strict accounting procedures that ensured a clean and unqualified opinion of their work. He noted that the audit took place during the same preparation time as the Self Study and Higher Learning Commission site visit as well as the implementation of the new Banner Financial System.

Mr. Flori thanked the Business and Finance office for their high level of diligence in the financial oversight process. He stated that the Sikich auditors worked well with the College and noted that the implementation of a new financial accounting system, which caused a late start, was a huge undertaking; however, they received excellent cooperation in spite of the heavy workload.

Mr. Chirempes applauded Mr. Archer for his excellent work in preparing for the audit which occurred at the same time as the Banner financial system implementation project. He stated that it was a tremendous effort for Mr. Archer and the accounting staff.

Dr. DiLeonardi asked if copies of the audit would be made available to the public. Dr. Lee responded that following tonight’s Board approval of the resolution, the CAFR would be posted to the College’s website under Business and Finance.

In summation, Dr. Rosen stated that the CAFR reflects the financial roots of the institution. He noted the importance of the data in regard to the Board’s responsibility of financial stewardship. Chair Rosen then proceeded to the Strategic Conversation on the Higher Learning Commission Site Evaluation.

Dr. Lee commented on the work of Self Study co-chairs Kathleen Carot and Tom Bowen; the great support from Trudy Bers; the editorial work of Marian Staats; and Sherrill Weaver’s handling of the resource materials. She thanked Nancy Nash for her artistic input on the SELF STUDY document and the CHANGE MATTERS -- STRATEGIC PLAN. President Lee commented on remarks made by the HLC evaluation team in regard to the warm and courteous hospitality of Oakton’s staff. She stated that tonight’s strategic conversation regarding “what did we learn” is centered on the Board’s dinner meeting with the HLC team as part of the evaluation process.

Mr. Williams opened the discussion and commented on the friendliness of the HLC team. He stated that the team were very impressed with their first day at the College and that he felt proud to be a part of Oakton. He also commented that although the trustees asked pointed questions that could have resulted in negative feedback, there was nothing negative from the HLC team.

Dr. DiLeonardi stated that the HLC team asked a great deal of both formal and informal questions regarding the Board’s knowledge of the institution and role in policy setting. She
explained that the team separated the trustees into two per table and performed their evaluation duties within a social atmosphere which made it a comfortable evening. Dr. DiLeonardi commented that her table partner was Ann Tennes and as a new trustee, Ms. Tennes was very well versed in the matters of the College. She stated that she was proud to call Ms. Tennes her colleague.

Ms. Tennes commented on the serious questions asked by the evaluation team. She stated that she came away from the meeting with a better sense of what the College needs to focus attention on and the path we need to follow. She reflected on the cohesiveness of the Board and stated that she was very proud to be part of such an important meeting. Ms. Tennes commented on a conversation with Skokie Mayor George Van Dusen in which he attended a community leaders’ breakfast meeting with the HLC team that was hosted by the College the day after the trustees met with the team. She stated that Dr. Van Dusen noted that the conversation among his colleagues validated how important Oakton was to their respective institutions, organizations, and businesses. Ms. Tennes spoke highly of the College as the feedback from meetings she attended at the Skokie Campus with employees and the HLC team verified that Oakton is the community’s college.

Dr. Alexopoulos commented on the spirit of mutual understanding and cooperation at the dinner meeting with the HLC team members. He stated that the conversation was open and without reservation. Dr. Alexopoulos stated that he was very impressed when an HLC team member asked if Oakton’s trustees would relocate to Michigan. He stated that he felt the evaluation team appreciated their input.

Mr. Wadhwa echoed the comments of his colleagues on the Board. He stated that feedback from the HLC team included their appreciation that the College is committed to being fiscally responsible in keeping tuition as low as possible and monitoring expenses. He commented on how the team was impressed with the Board’s knowledge of and involvement in all matters of the College. Mr. Wadhwa stated that his perception of the HLC evaluation was actually an audit of the College, internally within the scope of our operations, and externally within our community.

Mr. Spera commented that the overall evaluation process was a very positive one from the students’ perspective. He stated that Oakton is a premier institution that serves the students well.

Ms. Verstrate stated that the classified staff members were very positive regarding their involvement in the HLC evaluation process. She explained that the HLC team met with the Classified Staff Association Executive Staff and then followed up with an open meeting of all staff members. She noted that over 60 staff members attended the meeting and that their comments mirrored comments made at the meeting with the executive staff. Ms. Verstrate stated that being proud of working at the College came across very well.

Dr. Saret stated that she met with members of the evaluation team seven times during the two and one-half day visit. She stated that the team was very complimentary of the Board and stated that it was clear that the Board cared deeply about the institution and the faculty.
Dr. Rosen stated that the entire College participated in the strategic planning process so that all voices were heard. He explained that an accrediting board holds an institution to their strategic plan and that the institution is obliged to meet the goals and objectives outlined in the strategic plan to the best of their ability.

Dr. Lee affirmed the value of the process in assessing our performance in relation to our mission as an institution dedicated to providing higher education opportunities to those who we serve. She commented on the extraordinary attributes of the accreditation team including their experience, knowledge and professionalism. The President stated that accreditation provides assurance that the College adheres to the eligibility requirements and accreditation standards and policies of the Higher Learning Commission of the North Central Association and that we have an agenda for the future with our recommendation for ten-year re-accreditation. She graciously thanked all those involved in the process for their contributions in making this a successful visit.

Comments by the Board Chair

There being no comments from Dr. Rosen, he moved to Public Participation.

Public Participation

There being no one present for public participation, Dr. Rosen moved to the business matters of the College.

New Business

10/07-1a Approval of Adoption of Consent Agenda

Mr. Wadhwa offered:

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

Ms. Tennes seconded the resolution.

A voice vote was called and the resolution to adopt the use of the Consent Agenda was approved.

10/07-1b Approval of Consent Agenda Items 10/07-2 through 10/07-8

Ms. Tennes offered:

“Be it resolved that the Board of Trustees of Community College District 535 approve resolutions 10/07-2 through 10/07-8.”
10/07-2  **Ratification of Payment of Bills for September 2007**

“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 $5,103,360.41 for all funds as listed and for all purposes as appearing on a report dated September 2007.”

10/07-3  **Acceptance of Treasurer’s Report for September 2007**

“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 September 2007.”

10/07-4  **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.”

10/07-5  **Authorization to Transfer Working Cash Funds**

“Be it resolved that the Board of Trustees of Community College District 535 directs the Treasurer of Oakton Community College to transfer $7,500,000 from the Working Cash Funds to the Education Fund to be repaid from the December 2007 levies collected in 2008 as approved.”

10/07-6  **Ratification of Actions of the Alliance for Lifelong Learning (ALL) 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 c and hereby approves the expenditures in the amount not to exceed $128,229.99 for all funds listed in items a and c.”

10/07-7  **Supplementary Authorization to Pay Professional Personnel, Fall 2007**

“Be it resolved that the Board of Trustees of Community College District 535 approve the attached adjustments of part-time faculty 2007 fall semester salaries in the amounts of $180,982.92, resulting in a revised total of $3,074,773.79.”

“Be it further resolved that the Board of Trustees of Community College District 535 approve the attached adjustments of overload faculty 2007 fall semester salaries in the amount of $45,189.45, resulting in a revised total of $306,900.55.”
“Be it further resolved that the Board of Trustees of Community College District 535 approve the payment of stipends to the persons listed, in the amounts, and for the activities specified; not to exceed $12,389.53.”

10/07-8 Approval of Clinical Practices Agreement

"Be it resolved that the Board of Trustees of Community College District 535 approve the following cooperative agreement:

For the Early Childhood Education Program
   Tiny Tot Preschool and Kindergarten – Skokie."

Mr. Williams seconded the resolution.

Dr. Rosen commented on the College’s investment strategy. He stated that although the College [along with everyone else in the market] had a bad quarter, the audit reflected an overall good investment program.

Dr. DiLeonardi called the roll.

Dr. Alexopoulos  Aye
Ms. Tennes  Aye
Dr. Rosen  Aye
Mr. Williams  Aye
Dr. DiLeonardi  Aye
Mr. Wadhwa  Aye

The resolution was approved. Mr. Spera, student trustee, concurred.

10/07-9 Acceptance of Comprehensive Annual Financial Report (with Auditor’s Opinion)

Dr. Alexopoulos offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept for filing the audited financial report for the fiscal year ended June 30, 2007.”

Mr. Wadhwa seconded the motion.

A voice vote was called and the resolution was approved.

10/07-10 Authorization of Tentative Levy for 2007 and Announcement Thereof

Ms. Tennes offered:
“Be it resolved that the Board of Trustees of Community College District 535, authorizes a preliminary tax levy for 2007 to be collected in calendar year 2008 as follows:

- the sum of $27,856,000 to be levied as a tax for educational purposes; and
- the sum of $7,156,000 to be levied as a tax for operations and maintenance purposes; and
- the sum of $704,000 to be levied as a special tax for tort liability insurance purposes, for property insurance purposes, for workers compensation and occupational diseases insurance purposes, and for unemployment insurance purposes; and
- the sum of $664,000 to be levied as a special tax for Social Security and Medicare insurance purposes; and
- the sum of $115,000 to be levied as a special tax for financial audit purposes, on the taxable property of our community college district for the year 2007.”

“Be it further resolved that the Board of Trustees of Community College District 535 as part of its regularly scheduled December 11, 2007, Board of Trustees meeting, will have on its agenda, the adoption of a resolution setting forth the amounts above as its tax levy for 2007.”

Mr. Wadhwa seconded the motion.

Mr. Chirempes stated that the proposed levy is a four percent increase over last year in accordance with the Property Tax Extension Limitation Act. He explained the two components of the PTEL: (1) increase to the prior year Consumer Price Index which is 2-1/2 percent, and (2) include a 1-1/2 percent for growth. He stated that these two components make up the four percent increase; therefore we are in compliance with the law. Mr. Chirempes noted that the resolution would be presented to the Board for their final approval at the December 11, 2007, Board meeting.

Dr. Rosen asked if there was a Board that oversees the accuracy of the levy, to which Mr. Chirempes responded that it was the Cook County Commissioner.

Dr. DiLeonardi commented that Oakton District 535 had the lowest property tax rate among all the community colleges in the state last year. She stated that the four percent increase in the tax levy is the maximum allowed.

Prior to asking for a roll call vote, Dr. Rosen stated that the information on the levy is explained in the Comprehensive Annual Financial Report.

Dr. DiLeonardi called the roll.

Dr. Rosen Aye
Mr. Williams Aye
Dr. DiLeonardi Aye
The resolution passed. Student trustee, Mr. Spera, favored the resolution.

10/07-11 Authorization to Approve October Purchases

Mr. Wadhwa offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of the attached resolutions 10/07-11a through 10/07-11g:

<table>
<thead>
<tr>
<th>Description</th>
<th>Vendor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Computer Tables</td>
<td>Computer Comforts, Inc.</td>
<td>$33,551.00</td>
</tr>
<tr>
<td>b. Performing Arts Center Equipment</td>
<td>Performance Lighting, Inc.</td>
<td>$23,712.00</td>
</tr>
<tr>
<td>c. Photography Equipment</td>
<td>The Dodd Company</td>
<td>$13,156.74</td>
</tr>
<tr>
<td>d. Periodicals Subscription Renewal</td>
<td>EBSCO</td>
<td>$30,000.00</td>
</tr>
<tr>
<td>e. Grant Funded Greenhouse Refurbishing</td>
<td>Campbell Glasshouses, Inc.</td>
<td>$33,000.00</td>
</tr>
<tr>
<td>f. Ratification of Purchased Pharmacy</td>
<td>MRxI Corporation</td>
<td>$25,300.00</td>
</tr>
<tr>
<td>Technician Training Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>g. Ratification of Purchased Massage Therapy</td>
<td>Kushan, LLC</td>
<td>$11,145.00</td>
</tr>
<tr>
<td>Training Services</td>
<td></td>
<td></td>
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<tr>
<td>Grand Total:</td>
<td></td>
<td>$169,864.74</td>
</tr>
</tbody>
</table>

Dr. Alexopoulos seconded the motion.

Dr. Alexopoulos asked for an explanation of the training services noted in resolution 10/07-11f and 10/07-11g and asked if it was in conjunction with courses offered here.

Dr. Hamel responded that the MRxI and Kushan, LLC companies were founded and are controlled by the same CEO. He stated that these companies are specialized providers of Allied Health curricula such as pharmacy technician training and massage therapy instruction. He noted that the College received approval from the Illinois Community College Board to teach these for-credit courses.

Dr. Rosen asked if there was a penalty included in the contractual agreement for the training services if the College did not reach the intended enrollment.

Dr. Hamel stated that if enrollment quotas were not met in the two new courses, our contract with MRxI and Kushan allows us to cancel the curriculum. He noted that this is the first semester for both courses and although only six students are currently enrolled in the Massage Therapy course, Kushan has agreed to continue training since the potential for growth is significant.
Dr. DiLeonardi called the roll.

Ms. Tennes  Aye
Dr. Rosen    Aye
Mr. Williams Aye
Dr. DiLeonardi  Aye
Mr. Wadhwa   Aye
Dr. Alexopoulos  Aye

The resolution was approved.  The student trustee, Mr. Spera, concurred.

10/07-12  Acceptance of Illinois Community College Board Fiscal Year 2008 Adult Education and Family Literacy Grant

Mr. Williams offered:

“Be it resolved that the Board of Trustees of Community College District 535 accept $1,335,410 from the Illinois Community College Board to support FY08 Adult Education and Family Literacy programs.”

Ms. Tennes seconded the motion.

Dr. Rosen congratulated the grant writers and asked for an explanation of what the funds would be used for.

Ms. Rizzo explained that the $1.3 million grant represents dollars used to support volunteer tutors and approximately 5,000 students enrolled in ESL classes, reading programs, and high school completion classes including GED equivalency and diploma courses at the Maine and Niles Township high schools. She stated that Alliance now serves the residents of Evanston and although the grant only represents an increase of $40,000 over last year, extending services to students in the Evanston area who enroll in Adult Education and Family Literacy programs will not diminish in any way.

Dr. Rosen commented that the Alliance Adult Education and Family Literacy programs are one of the College’s greatest source of good will within the community. He stated that these programs are a vital and important part of who we are in serving those who desire to speak and read the English language and complete their high school education.

Dr. Lee stated that the College could not serve its students without the help of these grants and urged everyone to contact their legislators to reinstate funding for programs such as the Student Success Grant that was recently cut as “pork.” She explained that operating programs without sufficient funding from our legislators is our biggest challenge.
A voice vote was called and the resolution was approved.

10/07-13 Approval of Intellectual Property Agreements

Mr. Spera offered:

"Be it resolved that the Board of Trustees of Community College District 535 approve the Intellectual Property Agreements between the Board and Wendy Maier."

"Be it further resolved that the Board of Trustees of Community College District 535 approve the Intellectual Property Agreement between the Board and Ann Gadzikowski."

Mr. Williams seconded the motion.

Dr. Rosen commented that the Intellectual Property Agreements are in support of the College’s Internet based courses and is an area that the HLC evaluation team was highly interested in. He asked that a report on Intellectual Property Agreements be included with the upcoming report on Online Learning.

Dr. Hamel explained that Ms. Maier’s internet course on the HISTORY OF THE HOLOCAUST was of specific interest to teachers within the Chicago Teacher’s Union since legislation in 2005 mandated the teaching of the Holocaust in the schools. Dr. Hamel stated that online courses are very attractive to teaching professionals because of the flexibility of time management in taking the course. He noted that the other two Intellectual Property Agreements are for the development of online courses for Early Childhood Education requirements, another area where employees find that it is more convenient to take an online course. Dr. Hamel reflected on recent meetings with the HLC evaluation team regarding support of online learning and alternative delivery courses. He stated that their recommendation will include information on distance delivery methods and how to approach the possibility of offering online certificates and degrees. In response to Dr. Rosen’s previous request for a report on developmental learning, Dr. Hamel stated that he and Dr. Bers completed a brief written report that was submitted to the Board. He noted that he and Dr. Bers would be available to respond to questions regarding developmental learning once the Board completed their review of the information.

Using the example of the HISTORY OF THE HOLOCAUST online course, Dr. Rosen asked if such a course is available through consortia either within or outside of Illinois that would share syllabi or online learning structures.

Dr. Hamel responded that there is an online course consortium specific to Illinois; however, Oakton is not a member for a variety of reasons as there are both positives and negatives to being a member of the network. He noted the positive factor that it
increases the number of online courses that students may select from and stated that the negative aspect was that a large number of faculty felt that by participating they would have to relinquish control of the curriculum to another college. Dr. Hamel explained that if Oakton was a member of the online consortium and the course was offered at a four-year institution, a student could register for the course and it would be included on the Oakton transcript as an Oakton course and not a course from the other institution. He also noted several other detracting issues regarding reimbursement and stated that some institutions use the online consortium as a means to collect substantial dollars by working the system in their favor.

Dr. Rosen followed up on Dr. Hamel’s response and asked if Oakton accepts the transfer of online courses taken at other institutions and if there was a limit.

Dr. Hamel responded that Oakton does accept the transfer of online courses taken at other institutions. He explained that a student taking an online course at another institution could present the course as an elective at Oakton and receive credit as a transfer course that would not be calculated into the Oakton GPA, but the credit would be used toward an Oakton degree.

Ms. Verstrate (Senior Credentials Analyst) responded that the residency requirement of transferred courses, including online courses, would be a maximum of 15 hours in-house, and 45 hours transferred in.

Dr. Rosen reflected on the competition for online courses among Oakton’s peer institutions and four-year institutions in relation to increasing market shares. He noted that in our effort to remain competitive, Oakton is moving forward with promoting Intellectual Property Agreements for the creation of online courses; however, there are other serious issues affecting the larger picture that we must continue to monitor.

Dr. DiLeonardi called the roll.

Dr. DiLeonardi Aye
Mr. Wadhwa Aye
Dr. Alexopoulos Aye
Ms. Tennes Aye
Dr. Rosen Aye
Mr. Williams Aye

The resolution was approved. Student trustee, Mr. Spera, concurred.

10/07-14 First Read of Policy

Dr. DiLeonardi offered:
“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for review the proposed Policy 5101, attached hereto, with action to take place at the next regularly scheduled Board meeting, November 13, 2007.”

Ms. Tennes seconded the motion.

Dr. Smith explained that the previous revision to the SOAP Policy did not take into account students who accumulated a GPA above 2.0 but whose term had fallen below 2.0 for two consecutive terms. She stated that the suggested revision reflects the inclusion of language that addresses this group of students.

A voice vote was called and the resolution was approved.

10/07-15 Approval of Policy Revisions

Ms. Tennes offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts the attached revisions to Policy 4001 and Policy 8006.”

Dr. Alexopoulos seconded the motion.

Dr. Rosen stated that the Board held several discussions on the proposed revisions to Policy 4001 and were satisfied with the changes.

Dr. DiLeonardi called the roll.

Dr. Rosen Aye
Mr. Williams Aye
Dr. DiLeonardi Aye
Mr. Wadhwa Aye
Dr. Alexopoulos Aye
Ms. Tennes Aye

The resolution passed. Mr. Spera, student trustee, favored the resolution.

Adjournment

Dr. Rosen stated the next regular meeting of the Board of Trustees of Community College District 535, would be held at 7:30 p.m. in the Board Room (1506) on Tuesday, November 13, 2007, at Oakton Community College, 1600 East Golf Road, Des Plaines, IL. He stated that in his absence, Emory Williams, Vice Chair, would preside over the November meeting.
There being no further business before the Board, Chair Rosen asked for a motion to adjourn the meeting. Mr. Williams offered a motion for adjournment and Dr. Alexopoulos seconded the motion. A voice vote was called and Dr. Rosen adjourned the meeting at 8:42 p.m.

/s/ Emory W. Williams  
Emory W. Williams, Acting Board Chair

/s/ Joan W. DiLeonardi  
Joan W. DiLeonardi, Board Secretary

/pd  
11/07

A video tape recording of the October 23, 2007, meeting was made and may be viewed by calling the Library and Instructional Media Services office at 847-635-1640.