

**The 778th Meeting
of
The Board of Trustees
June 28, 2022**



Mission, Vision, and Values Statements

Mission

Oakton is the community's college. By providing access to quality education throughout a lifetime, we empower and transform our students in the diverse communities we serve.

Vision

Dedicated to teaching and learning, Oakton is a student-centered college known for academic rigor and high standards. Through exemplary teaching that relies on innovation and collaboration with our community partners, our students learn to think critically, solve problems, and to be ethical global citizens who shape the world. We are committed to diversity, cultural competence, and achieving the equity in student outcomes.

Values

A focus on Oakton students is at the core of each of these values.

- We exercise **responsibility** through accountability to each other, our community, and the environment.
- We embrace the **diversity** of the Oakton community and honor it as one of our college's primary strengths.
- We advance **equity** by acknowledging the effects of systemic social injustices and intentionally designing the Oakton experience to foster success for all students.
- We uphold **integrity** through a commitment to trust, transparency, and honesty by all members of the Oakton community.
- We cultivate **compassion** within a caring community that appreciates that personal fulfillment and well-being are central to our mission.
- We foster **collaboration** within the college and the larger community and recognize our interdependence and ability to achieve more together.

Approved by the Board of Trustees, March 21, 2017



1600 East Golf Road
Des Plaines, Illinois 60016

Closed Session
5 p.m.
Room 1275

AGENDA

1. Call to Order and Roll Call
2. Consideration of a motion to close the meeting to the public for the purpose of the following:
 - Review closed session minutes of May 24, 2022
 - Consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; and litigation
3. Consideration of a motion for adjournment
4. Adjournment

Open Session
6 p.m.
Room 1506

Individuals who wish to address the Board of Trustees during the Public Participation portion of the meeting should send an email to bsparks@oakton.edu including their name, town/affiliation, and the item they wish to address to the Board, no later than 6 p.m. on June 28, 2022.

Citizens and employees may attend the meeting remotely via Zoom conferencing (all meeting content and public comments will be recorded):

To join via tablet or computer: <https://oakton.zoom.us/j/91686583131>

To join via telephone: 312-626-6799

Meeting ID: 916 8658 3131

AGENDA

- R Call to Order and Roll Call
- Pledge of Allegiance

- V Approval of minutes of the May 24, 2022 meeting of the Board of Trustees
- Statement by the President
- Educational Foundation Liaison Report
- ICCTA Liaison Report
- College Brand Refresh Team Report
- Student Trustee Report
- Student Spotlight
- Comments by the Chair
- Trustee Comments
- Report: Success Matters: 2018-2022
- Public Participation

NEW BUSINESS

CONSENT AGENDA

- 6/22-1
 - V a. Approval of Adoption of Consent Agenda
 - R b. Approval of Consent Agenda Items 6/22-2 through 6/22-6
- 6/22-2 Ratification of Payment of Bills for May 2022
- 6/22-3 Acceptance of Treasurer’s Report for May 2022
- 6/22-4 Ratification of Actions of the Alliance for Lifelong Learning Executive Board
- 6/22-5 Ratification and Supplemental Payment of Professional Pay – Spring 2022 and Summer 2022
- 6/22-6 Acceptance of Clinical Practice Agreements

OTHER ITEMS

- R 6/22-7 Public Hearing and Adoption of Annual Budget for Fiscal Year 2022-2023
 - a. Public Hearing
 - b. Adoption of Annual Budget for Fiscal Year 2022-2023
- R 6/22-8 Authorization to Approve Proposed Five-Year Master Plan
- R 6/22-9 Authorization to Approve June Purchases:
 - a. Renewal of Annual Services, Contracts and Dues for FY2023
 - b. Renewal of PowerFAIDS Software – 1-Year Contract

- c. Renewal of Risk Management Insurance Plans
- d. Continuation of Employee Fringe Benefits: Life and Disability Insurance
- e. Transportation Services for Student Athletes – 1-Year Contract
- f. Grounds Building Roof Replacement
- g. Parking Lot Crack Seal and Patching Improvements
- h. Adobe Creative Cloud Software Lease and Support
- i. Chatbots – 3-Year Contract
- j. Evisions Software – 5-Year Renewal
- k. Ellucian Experience – 3-Year Contract
- l. DarkTrace Cybersecurity Software – 5-Year Contract
- m. CrowdStrike Cybersecurity Software – 1-Year Contract
- n. Extreme Networks Wi-Fi Access Points
- o. Renewal of Extreme Networks Wi-Fi License Updates, Support and Subscription
- p. Central Dispatch Renewal – 5-Year Contract
- q. Twelve-Passenger Ford Transit Van Replacement

6/22-10 Preview and Initial Discussion of Upcoming Purchases

R 6/22-11 Approval of Vision 2030: Building Just and Thriving Communities, the College's Strategic Plan for FY23 through FY25

R 6/22-12 Approval of Annual Promotions in Rank

R 6/22-13 Authorization to Hire Full-Time, Tenure-Track Faculty Members

R 6/22-14 Approval of Salaries for Administrators

R 6/22-15 Approval of Contract Extension and Annual Salary Increase for the President

R 6/22-16 Authorization to Fund Proposed Trustee Travel

R 6/22-17 Approval of New Unit of Instruction

V 6/22-18 Acceptance of Grants

ADJOURNMENT



Minutes of the May 24, 2022 Regular Meeting of the Board of Trustees of Community College District 535

The 777th meeting of the Board of Trustees of Community College District 535 was conducted on May 24, 2022 at Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

At 5:17 p.m. in room 1275, Chair Paul Kotowski called the meeting to order.

Trustee Bush called the roll:

Mr. Paul Kotowski	Chair	Present
Dr. Wendy Yanow	Vice Chair	Present
Dr. Gail Bush	Secretary	Present
Ms. Martha Burns		Present
Mr. Benjamin Salzberg		Present
Mr. William Stafford		Present
Ms. Marie Lynn Toussaint		Present
Mr. Akash Patel	Student Trustee	Present

Chair Kotowski asked for a motion to go into closed session under the exceptions to the Illinois Open Meetings Act, with the purpose of considering the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; collective negotiating matters; and litigation.

Trustee Kotowski made the motion, seconded by Trustee Salzberg.

Trustee Bush called the roll:

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

Also present in room 1275 were Dr. Joianne Smith, President; Dr. Colette Hands, CHRO; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; Dr. Karl Brooks, Vice President for Student Affairs; Mr. Edwin Chandrasekar, Vice President for Administrative Affairs, and Mr. Frank Garrett, Legal Counsel.

At 5:37 p.m., the closed session went into recess, and reconvened at 5:53 p.m.

At 7:23 p.m., Chair Kotowski asked for a motion to adjourn the closed session meeting. Student Trustee Patel made the motion, which was seconded by Trustee Salzberg. A voice vote was called and the closed session was adjourned.

Open Session – Call to Order and Roll Call

Chair Kotowski called the regular meeting of the Board of Trustees to order at 7:33 p.m. in room 1506.

Trustee Bush called the roll:

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

Ms. Toussaint
Mr. Patel

Student Trustee

Absent during Roll Call
Present

Also present in room 1506:

Leadership: Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President for Student Affairs; Mr. Edwin Chandrasekar, Vice President for Administrative Affairs; Dr. Colette Hands, CHRO; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; Katherine Sawyer, Chief Advancement Officer.

Administrators: Prashant Shinde, CIO; Joseph Scifo, Facilities; Matthew Huber, Enrollment Management; Jacob Jeremiah, Library;

Union Leaders: Cheryl Thayer, Adjunct Faculty Association.

Adjunct Faculty: Ruth Whitney, Library.

Staff: Philip Cronin, Media Services; Vinita Shah, Media Services; Ella Whitehead, Career and Transfer Center; Krissie Harris, Student Life and Campus Inclusion; and Ms. Beatriz Sparks, Special Assistant to the Board of Trustees.

Pledge of Allegiance – Chair Kotowski asked Trustee Salzberg to lead the pledge.

Approval of Minutes

Chair Kotowski asked for a motion for the approval of the minutes of the April 26, 2022 meeting of the Board of Trustees. Student Trustee Patel made the motion which was seconded by Trustee Kotowski. A voice vote was called and the minutes were unanimously approved.

Statement by the President

President Smith asked for a moment of silence for the victims of the mass shooting at an elementary school in Texas today. She then proceeded to ask people in the room to introduce themselves, and shared that the Spring 2022 semester ended on May 13.

Congratulations:

- To the Class of 2022! It was wonderful to celebrate our graduates in person at the Rosemont Theater last week. Special thanks to the Commencement Committee under the leadership of Dean Juletta Patrick for making it a wonderful celebration.
- Assistant Vice President for Academic Affairs/Dean of Curriculum and Instruction, Dr. Ruth Williams who was recognized by Ferris State University Doctorate in Community College Leadership with the Distinguished Scholar-Practitioner award.
- B.L.A.C.K. Student Success members, Emma Khayi and Michelle Williams received a UNCF (United Negro College Fund) Healthcare Workforce Diversity Scholarships. Danielle Terry was instrumental in helping these students obtain this scholarship.
- The Oakton Owls men's baseball team won the Region IV Division III Championship, and punched their ticket to the 2022 NJCAA Baseball Division III World Series by defeating Owens Community College in 2 consecutive games last Friday. Andrew Smart was named tournament MVP, and head coach Bill Fratto received the NJCAA Region IV Division III Coach of the Year honors. They head to the Division 3 World Series this Friday in Greenville, Tennessee.

Happenings:

- On May 17, we celebrated our first 2 cohorts of faculty who completed the ACUE credential on Effective On-line Teaching Practices. We had 62 faculty (50% part-time faculty and 50% full time) complete this intensive 25 week evidenced based credential. We have 33 faculty registered for the 3rd cohort that will begin in August. Special thanks to Mary Johannesen-Schmidt and Ruth Williams for providing the leadership for this intensive faculty professional development initiative that will benefit our students and their learning experiences at Oakton.
- BNAT Graduation for 41 Early College Students who have completed their BNAT credential will take place tomorrow at 4 p.m. We look forward to celebrating these students and this important accomplishment.

- The Koehnline Museum's current exhibit is "Played Out" by Patrick Miceli. He uses shoes as images in his work, to highlight the cultural impact of the shoe industry that promotes athletic shoes as an emblem of status, not only within the culture at large but also in a variety of subcultures. The exhibit runs May 12 through June 30.

President Smith closed her remarks acknowledging the work of the SPARC Team, led by Dr. Kelly Becker, for their work obtaining input from employees, students and external stakeholders related to strategic priorities moving forward. In an earlier Committee of the Whole, Dr. Becker shared a preview of the goals and objectives of the new Strategic Plan that will be brought to the Board for Approval during the next meeting. One of the goals is advancing racial equity.

Educational Foundation Liaison Report

The Educational Foundation has raised over \$1.2 million in private support since July 1, which exceeds their fundraising goal for the fiscal year by 8% with another month remaining. Recent gifts of note include:

- A \$200,000 gift from **Rivers Casino and the Rivers Foundation** to renew their support of the *Rivers Casino Scholarship Fund* and to also clear barriers to student persistence through the *Oakton Caring Closet* and *Student Success Fund*.
- A \$10,000 gift from **Jeff and Liz Coney** to grow the endowed scholarship in their family's name.
- An \$8,000 gift from the **Anne and Mead Montgomery Family Foundation** to renew their support for the scholarship in their names.

The Foundation extended \$993,391 in approved donor resources across 161 active scholarship funds to the Financial Aid office to award to students who will be attending the college this fall. Combined with the resources approved for programmatic and other grant expenditures, the Foundation expects to distribute more than \$1.2 million to Oakton and its students in fiscal year 2023.

The Foundation Board will hold their annual Board Social on Sunday, August 7 and invites members of the Board of Trustees to attend. Please save the date and check the mail for your invitation. The Foundation Board's annual meeting will take place on June 1.

ICCTA Liaison Report

An ICCTA Board of Representatives meeting was held in Springfield, IL on April 29, 2022. ICCTA President Jon Looney presided; there were 22 member colleges represented.

Matt Berry, ICCB Chief of Staff, highlighted the Governor's budget:

- Higher education budget of \$2.24 billion is the largest increase in 20 years with \$248.5 million increase from last year.
- \$122 million in the need-based student grants Monetary Award Program (MAP). This includes expanding MAP eligibility to cover short-term credit-bearing certificate programs not previously eligible for financial aid.
- \$13.4 million (5%) increase in funding for community colleges through a supplemental appropriation starting in fiscal year 2022 and continuing in fiscal year 2023. (Same percentage increase as public universities).
- \$2.6 million (5%) increase in adult education and career and technical education.
- \$25 million for the Pipeline for Advancement of the Healthcare (PATH) Workforce a new program to expand the health-care workforce through the state's community college system with an additional \$2.8 million to encourage and support recruitment and retention of nurse professionals.
- \$1.98 million to increase the Diversifying Faculty in Illinois program, expanding the number of fellowships to increase the number of minority faculty.

ICCTA Executive Director, Jim Reed's update:

- Enhancing ICCTA organizational infrastructure.
- Six community colleges are providing local workforce data to ICCTA to help build a persuasive case for CCBA degrees in Illinois – part of the Joyce Foundation grant.

Government Relations and Public Policy Committee:

- Reported that ACCT joined a coalition calling on congress to support student mental health.
- SB 3032, sponsored by (our) Senator Laura Fine from the 9th District, is the Student Debt Assistance Act. Prohibits an institution of higher learning that provides academic transcripts from withholding transcripts from a current or former student because the student owes a debt to the institution.

Committee reports including the Dues Ad Hoc Committee who are exploring a new dues structure with a 4-year transition period starting with FY 2024.

The annual meeting will be held at the Chicago Marriott Downtown Magnificent Mile on June 10 and 11. The June 10 "Best Practices Seminar" will focus on minority and women-owned business procurement; the award presentations are Friday night June 10.

Trustee Bush said it has been an honor to represent Oakton at ICCTA for the past three years, and Chair Paul Kotowski will take over the role. The first meeting for Oakton's new liaison will be held on Saturday, June 11.

College Brand Refresh Team Report

Since the last Board report on the Brand Refresh Committee:

- Our rebranding consultants have finalized the Oakton College "brand foundation" which serves as the unifying story and overarching guide that connects all Oakton College constituents and stakeholder groups to a single compelling message platform.
- Utilizing the brand foundation, our consultants created 3 logo concepts for Oakton College and will be surveying students, alumni, donors, employees, and other stakeholders for their input. Trustees will receive a link to the survey in an email from the President's Office. The survey will take 2-3 minutes to complete and responses are confidential.
- The consultants will meet with the Brand Refresh Leadership Team again in mid-June to share the summary of survey results and updated seal concepts.

Student Trustee Report

Student Trustee Patel acknowledged and congratulated the Office of Student Life and Campus Inclusion staff and Dean Juletta Patrick for their work and effort to hold this year's Commencement ceremony at the Rosemont Theatre. Although he was not able to attend, Mr. Patel indicated that he has heard very positive input from several students.

On June 4, the Pride Club will be sponsoring an educational event at Maine West High School. Mr. Patel encouraged trustees to attend. On June 16, there will be an educational brunch at the CCID space in the Skokie campus.

Last official SGA meeting of the academic year was held on May 13. SGA approved the 2022-2023 nominations of Chloe Richmond for secretary, Lawrence Squares for treasurer, and Hamsa Khan for senator. They hope to fill the remaining positions that are vacant. At this meeting, SGA approved a \$17,250 Student Life initiative budget for transportation. This includes PACE/CTA passes. Training days for the new SGA members will be held on August 1-2 at the Des Plaines campus.

Student Spotlight

This is a modified excerpt of the student's address to the Board of Trustees.

Alejandro's decision to attend Oakton began with the mentality: to start close and go far. Although certain of the career he wanted to pursue, he was uncertain of where to begin. As he entered Oakton's holistic and welcoming environment, there was someone to assist me every step of the way. He first met with Kristine Panopio, his TRIO advisor who helped him review transfer credits from about a decade ago, to ensure he continued where he left off. Ms. Panopio also introduced Alejandro to other programs like ANDALE. Alejandro described Oakton's representatives as integral in providing the assistance he needed. As an example, Alejandro shared he was directed to Oakton's Care Closet program where he met with Student Care Coordinator, Tania Boisson, who continued to follow up with him and ensure his well-being throughout the semester.

In the midst of financial difficulties, and in the middle of economic adversity, Alejandro sought assistance from Oakton's Career and Transfer Center. He met with Student Employment Specialist, Javier Padilla, who helped him revise his outdated resume. Mr. Padilla's advice opened the door to student employment at the Performing Arts Center, where Alejandro now works with Dan Cunningham to promote the fine arts. Mr. Padilla also invited Alejandro to practice with mock interviews for better opportunities. Thomas Hicks, Manager of Academic Success & Support suggested Alejandro job-shadow Controller Andy Williams to better visualize what the future may hold while he pursues a degree in Accountancy. Seeing concepts firsthand that his accounting professor, Dr. Van Wolvelaar, fashionably presented, Alejandro says he has been blessed with the chance to grow academically through challenging coursework, and personally through constant appointments, and workshops. He also thanked Shannon McKennie, Workforce Compliance and Career Initiatives Manager, for helping him obtain a local internship.

Oakton Community College has also helped Alejandro in obtaining funds to pay for tuition through the CARES Act. Alejandro shared that he is encouraged to routinely follow up with each individual who has supported him. He describes them as extremely supportive, kind, and nonjudgmental.

Alejandro's goal is to pursue a master's in taxation at DePaul University. He earned a 3.77 GPA, and he is planning Phi Theta Kappa. Alejandro actively participates on campus and attends clubs and organizations like Oakton Helping Others, TRIO, ANDALE, Campus Activities Board, Latinx and UNICEF.

Alejandro said: *"Whether raising awareness for an event or raising money for the less fortunate, I can confirm that teamwork does make the dream work."* He views the Oakton Community College team as the cornerstone to his success. He said the College has collectively changed his life.

Comments by the Chair

Chair Kotowski shared that he truly enjoyed Commencement. He thanked Juletta Patrick and the Commencement committee for all their work. He acknowledged it is not easy putting on an event like this with so many moving parts at another venue. He found the staff to be very helpful, and appreciated the fact that minor glitches were handled with efficiency. Chair Kotowski thanked Commencement speakers Joseph Beltran and Lea Brexel Limon, and indicated they did a fantastic job with their speeches. He expressed that he hopes future Commencement ceremonies will be held at the Rosemont Theatre.

Trustee Comments

Trustee Yanow thanked the graduation team for all their work during Commencement. She said that it was a challenge after three years of not holding the ceremony in person, in a new venue, after a pandemic learning to be together. Trustee Yanow offered a shout-out to Beatriz Sparks and Barbara Vazquez in the President's Office for their support to trustees during the ceremony. She appreciated the Commencement speakers sharing their journey through education. She indicated she hopes to hear adult student Joseph Beltran, who obtained his high school equivalence, at his next Commencement. She also added that Lea Brexel Limon taught us about the courage it takes to find and follow our own path. Powerful graduates sharing powerful learning. Trustee Yanow also congratulated the men's baseball team on their journey to the World Series.

Trustee Yanow shared that in order to achieve equity and justice requires deep understanding of inclusion in what we offer directly to students and to ourselves through professional development. She believes that true inclusivity is at the heart of eliminating hierarchies continue to exist within our society, and which offer a constant challenge to all of our efforts towards equity and justice. Two of those efforts include what President Smith highlighted:

The first is the collaboration with Northwestern University for prison education program at the Stateville Correctional Center, a maximum-security state prison for men. Northwestern is the first top-10 university to offer a BA. 20 students graduated from Oakton; some students in this program are already thinking ahead to graduate in professional programs. In her experience as an adult educator, Trustee Yanow knows the potential to transform the development of lifelong learners. The prison education program is a step toward eliminating injustice. Data shows that the more education incarcerated people are able to obtain, the lower the recidivism rate drops; the power of education is dramatic no matter the context of where it's received.

Finally, Trustee Yanow wanted to uplift the efforts of Oakton's faculty in their collective effort towards equity. 62 faculty members recently completed the 25-week ACUE program, shifting to a completely online learning environment, and learned technology skills that were insufficient. Trustee Yanow understands and appreciates the work that went into doing this learning on how to become an effective online instructor.

Student Trustee Patel thanked Trustee Bush for her mission and work as the ICCTA liaison, and congratulated Trustee Kotowski on being selected as the new liaison.

Trustee Burns expressed her appreciation for the Commencement team's work during the ceremony. She thanked Juleta Patrick and Krissie Harris. Trustee Burns also indicated she appreciates Oakton's work with the prison education program, and shared that the Board has concluded their visits with ETHS, Niles, Maine and New Trier high schools. Trustee Burns and Trustee Salzberg met with Terri Collins, a board of directors' member from Maine Township District 207, who shared areas of improvement and connection, and explained the dynamics and needs of different high schools in the district. Trustee Burns talked about Ms. Collins's concerns regarding alternatives for English and Math placement. President Smith referred to the Multiple Measures initiative, and indicated that math placement has been significantly modified. Vice President for Academic Affairs, Dr. Ileo Lott shared that these concerns have been addressed. Trustee Burns shared that Ms. Collins provided some suggestions to offer supplemental courses for students who need assistance. High school districts are excited about dual credit programs, and the possibility of offering a combined diploma. Ms. Collins said that Oakton should take advantage of high school events to offer its services.

Trustee Salzberg shared that he believes Oakton should work with high school board members to strategize and discuss ways to increase enrollment, and get more involved with the community to build relationships. High school districts want more dual credit hours, and more available courses. Trustee Salzberg also congratulated Oakton for its work to put together the Commencement ceremony.

Report: FY2023 Budget

Vice President for Administrative Affairs, Mr. Edwin Chandrasekar presented the FY2023 budget. He started his presentation by discussing current trends in the national economy including the effect of the Covid-19 pandemic, the uneven recovery, the higher costs of doing business, and the uptick in cyberattacks. He also discussed chronic challenges like rising healthcare costs, unfunded retiree healthcare, pension regulatory uncertainty and the enrollment cliff.

Mr. Chandrasekar indicated that Oakton's budget was developed through an equity lens, and that it is important to care about the success of all students by providing what they need in an equitable way. The reality is that bias and systemic racism continue to persist. Oakton looks at the barriers to doing racial justice work, and the benefits and burdens to the student experience by defining who is accountable, and what the decision-making structure looks like. There is a great need to fix barriers and intentionally provide support.

Through a series of slides, Mr. Chandrasekar guided the Board through the new fiscal year budget. Director of Facilities, Mr. Joe Scifo, and CIO Prashant Shinde provided examples of how the budget planning at Oakton is closely connected to the Oakton Experience.

- Enter: Demand Responsive to Interests of Next Generation of Learners
- Navigate: Identify and meet the holistic needs of our students, and connect them to resources
- Grow: Build positive relationships which influence and support retention towards degree attainment
- Transition: Assure strategies and programs are positioned for success in further education and careers

Mr. Chandrasekar also talked about Higher Education as a pathway to opportunity, and the dramatic differences for upward mobility within Oakton's district. Children able to climb the economic ladder has dropped from 90% for those born in the 1940s to 50% for those born in the 1980s.

FY2022 Year End Forecast

	Approved Budget	Current Forecast	Variance
Revenues	\$84.5M	\$91.0M	\$6.5M
Expenses	\$84.5M	\$87.0M	(\$2.5M)
Surplus (Deficit)	\$-	\$4.0M	\$4.0M

HEERF Funding	\$4.2M
Corp Personal Property Tax	\$1.6M
State Funding	\$2.6M
Vacancies	\$4.9M
Retiree Health/OPEB	(\$6.0M)
Tuition & Fees	(\$2.3M)
Other	(\$1.0M)

Federal Stimulus Funding

SOURCE	CARES I	HEERF II	ARP III	TOTAL	SPENT THRU 3/31/2022
Student	\$1,381,420	\$1,381,420	\$6,274,488	\$9,037,328	\$6,958,573
Institutional	\$1,381,419	\$5,542,510	\$6,124,990	\$13,048,919	\$8,291,026
Asian American Minority Serving Institution	\$11,467	\$26,241	\$46,374	\$84,082	\$84,082
TOTAL	\$2,774,306	\$6,950,171	\$12,445,852	\$22,170,329	\$15,333,681

CARES:
HEERF:
ARP:

Coronavirus Aid, Relief, and Economic Security Act
Higher Education Emergency Relief Fund
American Rescue Plan Act

FY2023 Budget

• Total Budget and Individual Funds are Structurally Balanced.

• Total Revenues for All Funds \$120.4M

• Total Expenses for All Funds \$120.4M

• Operating Revenues \$85.5M

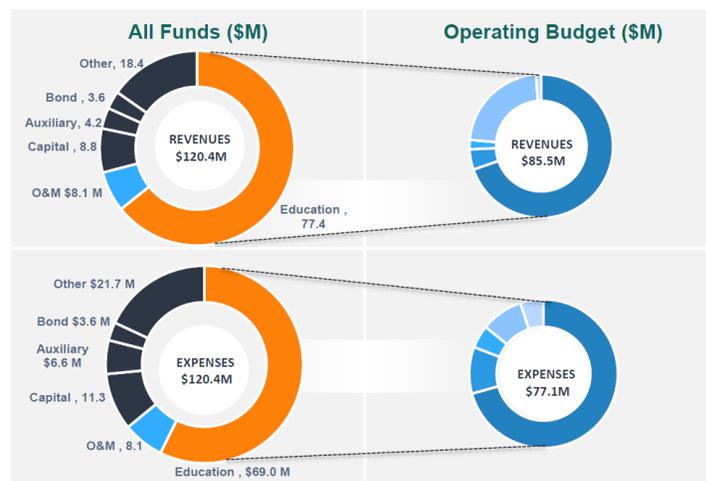
Education Fund \$77.4M
O&M Fund \$8.1M

• Operating Expenses \$77.1M

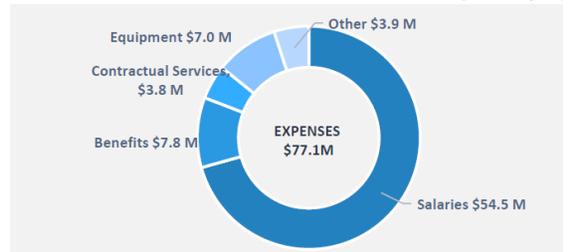
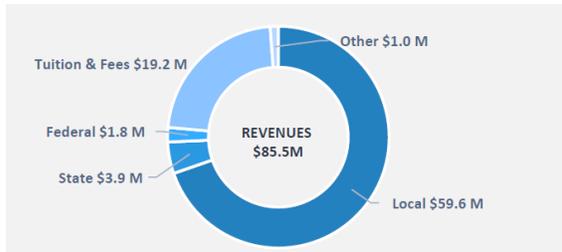
Education Fund \$69.0M
O&M Fund \$8.1M

• Net Transfers \$8.4M

Retiree Health \$2.0M
Capital Projects \$2.5M
Auxiliary \$2.5M
Legal/Medicare \$1.4M



FY2023 Budget Assumptions



Revenue Driver	Assumption
Enrollment	3% decline in credit hours
Student Tuition & Fees	No increases since 2018
State Appropriations	75% of base operating grant
Federal Funding	\$1.8M HEERF ARP III (Institutional)
Local (Property Tax)	Glenview TIP expiration \$1.0M CPI (capped by PTELL) \$1.4M
CPPRT	\$1.4M

Expense Driver	Assumption
Health Insurance	4.0% increase
Salaries	Contractual Agreements
Equipment & Contracted Services	\$1.0M increase from Prior Year
Mission Critical & Equity Investments	\$1.0M funded strategies
Retiree Health Obligations	\$2.0M OPEB
Corporate Insurance	6% increase

Comments:

Trustee Kotowsk indicated he appreciates the emphasis put on cybersecurity, and asked a few questions regarding the multi-factor authentication system for students. Mr. Chandrasekar explained that the College has cybersecurity insurance, but it's buying individual insurance in lieu of through the consortium. Oakton would be able to negotiate discounts, but the insurance wouldn't necessarily be better.

Trustee Stafford thanked the presentation team, and indicated the work in planning the budget for the next fiscal year, based on the strategic plan, was really well done. He appreciated the clear examples related to the Oakton Experience, and said that listening to the student spotlight, he could really connect the dots on how Oakton's budget is developed with the intention of providing the support that students need to be successful. He added that Oakton is an institution that champions its students. Trustee Stafford also said that the funds for equity initiatives not only change programs, but also culture. He also thanked Mr. Chandrasekar for his forward thinking related to the pre-funding of retiree health insurance in order for the College to maintain its AAA rating. Finally, he had a few words of caution about inflation connected to the College's reserve, and suggested to carefully look at the tax levy in fall, and tuition.

Trustee Burns expressed her appreciation for the work done by Mr. Chandrasekar and his team. She indicated that she thinks there is a disconnect based on demographics even if the provided examples included black people. President Smith said that Mr. Chandrasekar's intention was to elevate the experience of black students to reflect that equity work that Oakton is currently doing to support strategies for black students to have more equitable outcomes. Trustee Burns then indicated that she has learned about district high schools' different needs, and believes that there is an important recruitment piece that needs to be developed, and reiterated she thinks the Oakton Experience is not efficiently benefitting black students. Mr. Chandrasekar explained that Oakton has been actively working to improve the way it serves certain populations, including the marketing targeted to specific communities. Trustee Stafford indicated that the marketing plan can be modified to appeal to high school district parents, and the current ads clearly include more people of color. Trustee Salzberg also thanked Mr. Chandrasekar for the presentation that provided a clear picture of Oakton's budget work that is aligned with its mission.

Public Participation – None

NEW BUSINESS

5/22-1a 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 Kotowski seconded the motion. A voice vote was called and the motion passed unanimously.

5/22-1b Approval of Consent Agenda Items 5/22-2 through 5/22-9

Trustee Stafford offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the following items 5/22-2 through 5/22-9 as listed in the Consent Agenda."

5/22-2 Ratification of Payment of Bills for April 2022

"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 \$8,108,049.28 for all check amounts as listed and for all purposes as appearing on a report dated April 2022."

5/22-3 Acceptance of Treasurer's Report for April 2022

"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 April 2022."

5/22-4 Compliance with Open Meetings Act, Closed Session Minutes

"Be it resolved that the Board of Trustees of Community College District 535 hereby determines that the minutes of the Board closed session meetings on October 19, 2021, and November 16, 2021 no longer require confidential treatment and are released for public inspection."

5/22-5 Action on Recordings of Closed Session Minutes

"Be it resolved that the Board of Trustees of Community College District 535 recommends the destruction of the verbatim audio recordings of meetings held on January 21, 2020, February 18, 2020, March 11, 2020, April 21, 2020, May 12, 2020, June 2, 2020, and June 30, 2020."

5/22-6 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 b as stipulated above, and hereby approves the expenditures in the amount not to exceed \$2,039.00 for all funds listed in item a."

5/22-7 Ratification of Actions of the Alliance for Lifelong Learning Governing 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 one and two as stipulated above."

5/22-8 Supplemental Authorization to Pay Professional Personnel – Spring 2022

"Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$67,752.52 to the total amount of part-time teaching salaries paid during the spring semester 2022; the revised, total payment amount is \$3,459,825.21."

"Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$9,199.60 to the total amount of faculty overload salaries paid during the spring semester 2022; the revised, total payment amount is \$608,392.14."

5/22-9 Acceptance of Clinical Practice Agreements

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

Basic Nursing Assistant Training and Nursing
Medical Assistant, Basic Nursing Assistant, and Nursing.”

Trustee Salzberg seconded the motion. Trustee Bush called the roll:

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

The motion carried. Student Trustee Patel favored the resolution.

5/22-10 Authorization to Schedule a Budget Hearing and Publish a Notice Placing Fiscal Year 2023 Budget on Public Display

Trustee Toussaint 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 2023 budget on public display.”

Student Trustee Patel seconded the motion. Trustee Bush called the roll:

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

The motion carried. Student Trustee Patel favored the resolution.

5/22-11 Authorization to Approve May Purchases

Trustee Kotowski 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>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor/Location</u>	<u>Amount</u>
5/22-11a	1	VMWare Software Maintenance Support and Upgrade - One-Year Renewal	CDW-G, LLC Vernon Hills, IL	\$61,065.40
5/22-11b	1-3	Advertising Agency Services - One-Year Contract	Carnegie Higher Ed Westford, MA Marketing Partnership International Chicago, IL	\$195,000.00 \$175,000.00
GRAND TOTAL:				\$431,065.40.”

Trustee Salzberg seconded the motion. Trustee Bush called the roll:

Ms. Burns Aye
Dr. Bush Aye

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

The motion carried. Student Trustee Patel favored the resolution.

5/22-12 Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting:

- a. Renewal of Annual Agreements, Services, and Contracts for FY2023
 - 1) Library Services (CARLI and NILRC)
 - 2) Power FAIDS Annual Software Maintenance – One-Year Contract
 - 3) Renewal of Illinois Community College Trustee Associations (ICCTA) Dues
 - 4) Renewal of Risk Management Insurance Plans
 - 5) Renewal of Employee Fringe Benefits: Life and Disability Insurance
- b. Grounds Building Roof Replacement
- c. Des Plaines and Skokie Parking Lot Improvements
- d. Consulting Services for a Door, Hardware and Security Survey and Replacement Project
- e. Adobe Creative Cloud Software Lease and Support
- f. Transportation Services for Student Athletes – One-Year Contract
- g. Elevator Maintenance Contract
- h. Evisions Subscription Renewal – Three-Year Contract
- i. Ellucian Experience (myOakton portal)
- j. Dark Trace Cybersecurity Software
- k. CrowdStrike Cybersecurity Software
- l. Chatbots
- m. Extreme Networks Wi-Fi 6 Access Points
- n. Renewal of Extreme Networks Wi-Fi Updates/Support/Subscriptions
- o. Interpreter/CART Services
- p. Central Dispatch Renewal – Multi-Year Contract

5/22-13 Authorization to Approve the Tentative Collective Bargaining Agreement between the Oakton Community College Board of Trustees and the Oakton Community College Adjunct Faculty Association (OCC-AFA)

Trustee Bush offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the tentative agreement with the Oakton Community College Adjunct Faculty Association (OCC-AFA), effective for the period from August 16, 2021 until the day before the start of the Fall 2025 academic term.”

Student Trustee Patel seconded the motion. Trustee Bush called the roll:

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

The motion carried. Student Trustee Patel favored the resolution.

Adjunct Faculty President, Dr. Cheryl Thayer introduced the AFA negotiating team that spent a year working on the contract: John Bishop, Mary Hope Griffin, Ruth Whitney, and Nelson Wainwright. Dr. Thayer shared that the contract clarifies processes, and addresses specific troubled areas. Oakton supports more professional development, and

opportunities and funding to encourage adjunct faculty to actively participate in the administration of education. Dr. Thayer also referred to insufficient pay raises related to the increased cost of living, and mentioned that Adjunct faculty are still unable to participate in benefit programs or step programs to bridge them to other groups. She called the Board to act as leaders to provide a pathway for just compensation for adjunct faculty as they are dedicated to educate students, and help them accomplish their goals.

5/22-14 Authorization to Appoint Interim Director of Admission and Enrollment

Trustee Kotowski offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Mr. Roberto Valadez as Interim Director of Admission and Enrollment effective June 27, 2022 at an annual salary of \$107,500."

Student Trustee Patel seconded the motion. Trustee Bush called the roll.

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

The motion carried. Student Trustee Patel favored the resolution.

5/22-15 Authorization to Hire Assistant Director of Enrollment and Equity Outreach

Trustee Yanow offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Ms. Ella Whitehead as Assistant Director of Enrollment for Equity Outreach effective June 6, 2022 at an annual salary of \$92,000. That salary will be prorated for the period of June 6, 2022 through June 30, 2022."

Student Trustee Patel seconded the motion. Trustee Bush called the roll.

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

The motion carried. Student Trustee Patel favored the resolution.

5/22-16 Authorization to Hire Full-Time, Tenure-Track Faculty Members

Trustee Stafford offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the attached resolutions for Ms. Jayne Blacker and Dr. Wayne Marko for the full-time, tenure-track faculty hires for the 2022-2023 academic year, beginning in August 2022. They will receive the salary associated with the lane and step described as follows:

<u>Name</u>	<u>Academic Rank / Assignment</u>	<u>Lane-Step, Base Salary</u>
Ms. Jayne Blacker	Associate Professor, Mathematics	B-3, \$58,798
Dr. Wayne Marko	Associate Professor, Earth Science	E-3, \$67,998."

Student Trustee Patel seconded the motion. Trustee Bush called the roll.

Dr. Bush	Aye
Mr. Kotowski	Aye
Mr. Salzberg	Aye
Mr. Stafford	Aye

Ms. Toussaint Aye
Dr. Yanow Aye

The motion carried. Student Trustee Patel favored the resolution.

5/22-17 Acceptance of Administrator Retirements

Trustee Kotowski offered: “Be it resolved that the Board of Trustees of Community College District 535 accepts the following administrator retirements:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Ms. Michele Miller-Brown	Director, Admission and Enrollment	June 30, 2022
Dr. Cheryl Warmann	Registrar, Director of Student Financial Support	April 30, 2023.”

Student Trustee Patel seconded the motion. A voice vote was called and the motion passed unanimously.

5/22-18 Acceptance of a Faculty Retirement

Trustee Bush offered: “Be it resolved that the Board of Trustees of Community College District 535 accepts the retirement of John Stryker.”

Student Trustee Patel seconded the motion. A voice vote was called and the motion passed unanimously.

5/22-19 Approval of New Unit of Instruction

Trustee Salzberg offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the following new unit of instruction: Patient Care Technician Certificate.”

Trustee Kotowski seconded the motion. Trustee Bush called the roll.

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

The motion carried. Student Trustee Patel favored the resolution.

5/22-20 Preview of New Unit of Instruction

The **Robotics and Vision Technician Certificate** program is intended for individuals who are either seeking entry level employment in industrial automation and robotics, mechatronics, or manufacturing or for individuals already working in the industry but are looking to upskill to include programming and troubleshooting robotic systems. Completers of the Certificate will be eligible for entry level positions in automation, manufacturing, machining, and welding.

5/22-21 Acceptance of the Illinois Community College Board, Employment Connection Project (ECP) Grant

Trustee Yanow offered: “Be it resolved that the Board of Trustees of Community College District 535 accepts the amount of \$35,000 for the Employment Connection Project (ECP) from the Illinois Community College Board.”

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

Adjournment

Chair Kotowski announced that the next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held on Tuesday, June 28 at the Des Plaines Campus.

Student Trustee Patel made a motion to adjourn the meeting, which was seconded by Trustee Salzberg. A voice vote was called and the meeting was adjourned at 10:14 p.m.

Paul Kotowski, Board Chair

Gail Bush, Board Secretary

Minutes recorded by:
Beatriz Sparks
5/2022

Approval of Adoption of Consent Agenda

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

Approval of Consent Agenda Items 6/22-2 through 6/22-6

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 6/22-2 through 6/22-6 as listed in the Consent Agenda:

- 6/22-2 Ratification of Payment of Bills for April 2022
- 6/22-3 Acceptance of Treasurer’s Report for April 2022
- 6/22-4 Ratification of Actions of the Alliance for Lifelong Learning Executive Board
- 6/22-5 Ratification and Supplemental Authorization of Professional Pay – Spring 2022 and Summer 2022
- 6/22-6 Acceptance of Clinical Practice Agreements.”

Ratification of Payment of Bills for May 2022

The check register detailing the regular monthly bills for May 2022 was sent out June 23, 2022. The totals by fund are on page 2. This includes approval of travel reimbursements for May 2022.

Board Chair

Board Secretary

EC:mw
6/2022

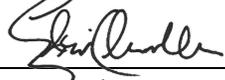
President's Recommendation:

That the Board adopts the following resolution:

"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 \$6,056,617.66 for all check amounts as listed and for all purposes as appearing on a report dated May 2022."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535

I hereby certify that materials and/or services for the Education Fund, Operations, Building and Maintenance Fund, Operations, Building and Maintenance Fund (Restricted), Auxiliary Enterprise Fund, and Restricted Purposes, Working Cash, Trust/Agency, Audit, Liability, Protection & Settlement, and Social Security Medicare Fund, and also includes approval of travel reimbursements for May 2022, represented by checks on pages 1-57 numbered !001444 - !001460, !001462 - !001483, !001485 - !001487, !001489 - !001514, !001516 - !001529, !001531, A0156672 - A0156676, A0156678 - A0156774, A0156776 - A0156812, A0156814 - A0157879 and A0156881 - A0157057 on the check register, have been received, supporting invoices audited and that these checks were in order for issuance and are hereby listed for ratification by the Board of Trustees.



Treasurer, Oakton Community College District 535

RECAPITULATION

Gross Checks Issued

<u>Fund</u>	<u>Gross Payroll</u>	<u>Accounts Payable</u>	<u>Sub-Total</u>	<u>Voided Checks</u>	<u>Total</u>
Education	\$ 3,834,118.25	\$ 810,550.91	\$ 4,644,669.16	\$ -	\$ 4,644,669.16
Operations, Building and Maintenance Fund	\$ 330,703.38	\$ 93,097.06	\$ 423,800.44	\$ -	\$ 423,800.44
Maintenance Fund (Restricted)	\$ -	\$ 339,183.30	\$ 339,183.30	\$ -	\$ 339,183.30
Bond & Interest	-	-	\$ -	\$ -	\$ -
Auxiliary Enterprise	\$ 227,222.14	\$ 74,639.95	\$ 301,862.09	\$ -	\$ 301,862.09
Restricted purposes	\$ 220,267.05	\$ 114,808.51	\$ 335,075.56	\$ -	\$ 335,075.56
Trust/Agency	\$ -	\$ 714.24	\$ 714.24	\$ -	\$ 714.24
Audit	\$ -	\$ -	\$ -	\$ -	\$ -
Liability, Protection & Settlement	\$ -	\$ -	\$ -	\$ -	\$ -
Social Security/Medicare	\$ -	\$ -	\$ -	\$ -	\$ -
Loan					
TOTALS	\$ 4,612,310.82	\$ 1,432,993.97	\$ 6,045,304.79	\$ -	\$ 6,045,304.79
Student Government	\$ 357.10	\$ 10,955.77	\$ 11,312.87	\$ -	\$ 11,312.87
TOTAL PER REPORT	\$ 4,612,667.92	\$ 1,443,949.74	\$ 6,056,617.66	\$ -	\$ 6,056,617.66

STUDENT GOVERNMENT AFFIDAVIT
OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535

Certification of Treasurer

I hereby certify that materials and/or services represented by checks on pages 1-57 numbered !0001471, !0001475, !0001478, !0001479, !0001492, !0001520, !0001520, A0156692, A0156692, A0156828, A0156839, A0156848, A0156933, A0156963, A0156963 and A0157028 have been received, supporting invoices audited and that these checks were in order for issuance and are hereby listed for ratification by the Student Government.



Treasurer, Community College District 535

Approval of Expenditures

The Student Government of Community College District 535 hereby ratifies expenditures in the amount of \$11,312.87 for student activities as listed, and ratifies release of these checks as listed above by the Treasurer of Community College District 535 for all purposes as appearing on a report dated May 2022.

Student Government Association

Acceptance of Treasurer's Report for May 2022

The Treasurer's comments that highlight the significant areas for this report are on page 3. The President asks that questions on the general significance of this month's report be directed to her with the understanding that she will refer questions of detail to the Treasurer for amplification.

EC:mw
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"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 May 2022."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

May 2022

Edwin Chandrasekar
Vice President for Administrative Affairs
W. Andy Williams
Controller, Budget and Accounting Services

Treasurer's Comments on May 2022 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$4.1 million in tuition and fees, \$753,000 in replacement taxes, \$549,000 in adult education grants, \$280,000 in base operating grants, \$241,000 in property taxes, \$82,000 in interest earnings, and \$75,000 in National Science Foundation STEM grant payments.

Net cash and investments remained unchanged from the previous month.

Page 5. Summary of Education and Operations and Maintenance Funds Revenues and Expenditures

Revenues

At the end of May, revenues were \$84.8 million or 107% of the prorated budget, compared to \$77.9 million, or 103% for the previous year. Actual revenues are higher than the prorated budget because the College received more Coronavirus institutional funds than budgeted. Additionally, state revenue and replacement tax collections were higher than the prorated budget. In April, the State approved and Oakton received \$268,000 in supplemental base operating grants provided above the original appropriation amount. Replacement tax revenue is significantly higher than budget due to an improved state economy. Tuition and fees totaled \$19.1 million year to date, or 93% of the prorated budget. Tuition and fees are less than the prorated budget because the actual decrease in credit hours was more than the projected decrease (e.g., -10% compared to -6% budgeted for Spring Term, census day). Additionally, credit hour incentives reduced tuition revenue by \$1.3 million as of the end of May. Last year, tuition and fees totaled \$21.9 million or 100% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures were \$62.3 million. The operating expenditures are \$0.2 million (0.3%) below prior year's actual expenditures of \$62.5 million for the same period. Net transfers total \$7.2 million as budgeted.

OAKTON COMMUNITY COLLEGE
FINANCIAL POSITION OF FUNDS AS OF
May 31, 2022
(IN THOUSANDS)

	Education	Operations & Maintenance	Operations & Maintenance (Restricted)	Bond And Interest	General Long term Debt	Working Cash Auxiliary Agency Restricted	Investment In Plant	Social Security Medicare Audit Tort	Retiree Health Ins.	Total All Funds
ASSETS										
Cash	\$ (80)	\$ 666	\$ 1,705	\$ 817	\$ -	\$ 2,712	\$ -	\$ 1,821	\$ 3,108	\$ 10,749
Taxes Receivable	24,236	3,423	-	1,644	-	-	-	(12)	-	29,291
Student Tuition Receivable	6,815	-	-	-	-	958	-	-	-	7,773
Government Funds Receivable	394	-	-	-	-	674	-	-	-	1,068
Accrued Interest	70	10	11	-	-	2	-	-	18	111
Other Receivables	108	-	-	-	-	86	-	-	-	194
Investments										
Short-term	81,510	10,522	11,088	2,000	-	943	-	(70)	20,033	126,026
Long-term	22,906	3,149	4,053	-	-	376	-	128	7,567	38,179
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepaids	346	-	-	-	49	349	-	-	-	744
Total Current Assets	121,805	17,770	16,857	4,461	49	20,600	-	1,867	30,726	214,135
Net Investment in Plant	-	-	-	-	-	-	109,211	-	-	109,211
Total Assets	\$ 121,805	\$ 17,770	\$ 16,857	\$ 4,461	\$ 49	\$ 20,600	\$ 109,211	\$ 1,867	\$ 30,726	\$ 323,346
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	2,062	2,062
Total Assets and Deferred Outflows of Resources	\$ 121,805	\$ 17,770	\$ 16,857	\$ 4,461	\$ 49	\$ 20,600	\$ 109,211	\$ 1,867	\$ 32,788	\$ 325,408
LIABILITIES AND NET POSITION										
Payables	\$ 265	\$ 26	\$ 2	\$ -	\$ -	\$ 146	\$ -	\$ -	\$ -	\$ 439
Accrued Interest Payable	-	-	-	-	121	-	-	-	-	121
Deferred Tuition Revenue	7,647	-	82	-	-	269	-	-	-	7,998
Accruals	4,197	296	-	-	-	316	-	-	-	4,809
Bonds Payable	-	-	-	-	47,380	-	-	-	-	47,380
OPEB Liability	-	-	-	-	-	-	-	-	42,906	42,906
Total Liabilities	12,109	322	84	-	47,501	731	-	-	42,906	103,653
Deferred Inflows of Resources - Property Taxes	27,938	4,573	-	2,164	-	-	-	57	-	34,732
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	9,216	9,216
Total Liabilities and Deferred Inflows of Resources	40,047	4,895	84	2,164	47,501	731	-	57	52,122	147,601
Net Position										
Unrestricted	81,758	12,874	16,772	-	-	3,581	-	-	(19,335)	95,650
Restricted	-	-	-	-	-	16,288	-	1,809	-	18,097
Debt Service	-	-	-	2,297	(47,452)	-	-	-	-	(45,155)
Plant	-	-	-	-	-	-	109,211	-	-	109,211
Total Net Position	81,758	12,874	16,772	2,297	(47,452)	19,869	109,211	1,809	(19,335)	177,803
TOTAL LIABILITIES & NET POSITION	\$ 121,805	\$ 17,769	\$ 16,856	\$ 4,461	\$ 49	\$ 20,600	\$ 109,211	\$ 1,866	\$ 32,787	\$ 325,404

**OAKTON COMMUNITY COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
ELEVEN MONTHS ENDED MAY 31, 2022**

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
REVENUES (cash and accrual basis)					
Property Taxes (accrual basis)	\$ 53,817	\$ 49,332	\$ 50,190	102%	101%
Replacement Tax	950	871	3,055	351%	161%
State Revenue	2,679	2,456	5,089	207%	201%
Federal Revenue	5,543	5,081	7,241	143%	82%
Tuition and Fees	20,387	20,529	19,075	93%	100%
Other	1,172	1,074	167	16%	39%
TOTAL REVENUES	\$ 84,548	\$ 79,344	\$ 84,817	107%	103%
EXPENDITURES (accrual basis)					
Instructional	\$ 30,891	\$ 28,317	\$ 28,285	100%	98%
Academic Support	18,490	16,949	14,935	88%	92%
Student Services	7,903	7,244	5,761	80%	83%
Public Services	1,070	981	814	83%	86%
Operations and Maintenance	8,482	7,775	6,206	80%	80%
General Administration	6,851	6,280	5,498	88%	83%
General Institutional	631	578	850	147%	211%
Contingency	2,324	2,130	-	0%	0%
TOTAL EXPENDITURES	\$ 76,642	\$ 70,255	\$ 62,349	89%	92%
Revenues over (under) expenditures	7,906	9,089	22,468		
Net Fund transfers					
To Retiree Health Insurance Fund	(4,000)	(3,667)	(3,667)		
To Auxiliary Fund and Alliance	(2,390)	(2,191)	(2,191)		
To Restricted Purpose Fund	(100)	(92)	(92)		
To Liability, Protection & Settlement Fund	(812)	(744)	(744)		
To Social Security/Medicare Fund	(894)	(820)	(820)		
From Working Cash Fund: Interest	290	266	266		
Total Transfers	\$ (7,906)	\$ (7,247)	\$ (7,247)		
Net Revenue over (under) expenditures	\$ -	\$ 1,841	\$ 15,221		

OAKTON COMMUNITY COLLEGE
REVENUES AND EXPENDITURES
ELEVEN MONTHS ENDED MAY 31, 2022

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as	
			a % of Budget	
REVENUES				
Construction Fee	335	278	83%	
OCC Foundation Grant	550	550	100%	
Litigation Recoveries	-	1,685	0%	
Interest and Investments Gain/Loss	80	(44)	(55%)	
Total revenues	965	2,469	256%	
EXPENDITURES				
West End Remodeling - A/E Fees	150	60	40%	
Natural Area Restoration	170	93	55%	
Water Supply Upgrade	48	46	96%	
Landscape Improvements	1,573	-	0%	
Capital Equipment	600	361	60%	
Cabling Upgrades	150	-	0%	
Check Valve	22	-	0%	
Elevator Upgrades	500	-	0%	
Interior Remodeling	615	-	0%	
Fire Alarm Panel Replacement	-	28	0%	
Flooring - Carpet Replacement	-	-	0%	
Wifi and Cellular Upgrades	400	-	0%	
Lee Center Vestibule Curtain	12	-	0%	
Hardware Replacement/Master Keying	900	-	0%	
Baseball Field Fence Replacement	61	33	54%	
Exterior Envelope/Window Replacement	922	-	0%	
Skokie Remodeling Projects	1,470	23	2%	
Field Irrigation	100	-	0%	
Cafeteria Remodeling - DP	1,553	1,552	100%	
Camera Replacement	947	-	0%	
Main Entrances and Monument Signs	150	-	0%	
Air Handler Replacement	797	1,081	136%	
Signage/Wayfinding	870	13	1%	
Pedestrian Path	39	39	100%	
Boardroom Renovations & Athletic Wing Flooring	1,457	1,440	99%	
Sanitary Force Main	300	-	0%	
Skokie Community Apiary	38	19	50%	
Skokie Metal Wall Panel Project	1,500	-	0%	
College Relations Furniture	35	-	0%	
PharmaCann Cannabis Lab	-	1,181	0%	
Project Management Services	225	152	68%	
Master Plan Refresh 2022	95	85	89%	
Contingency	473	-	0%	
Total expenditures	16,172	6,206	38%	
Transfer in	-	-	0%	
Net	\$ (15,207)	\$ (3,737)	25%	

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,536	\$ 1,157	75%	55%
Workforce Development	130	50	38%	15%
Copy Center	143	24	17%	13%
Athletics	4	18	450%	180%
Child Care	408	319	78%	15%
PAC Operations	5	4	80%	0%
Campus Scheduling and Events	200	-	0%	3%
Other	105	123	117%	63%
Interest and Investments Gain/Loss	27	4	15%	0%
Total revenues	2,558	1,699	66%	41%
EXPENDITURES				
Bookstore Operating Expenses	\$ 1,604	\$ 1,113	69%	29%
Workforce Development	297	250	84%	71%
Copy Center	286	205	72%	74%
Athletics	954	988	104%	93%
Child Care	507	442	87%	63%
PAC Operations	93	66	71%	76%
Campus Scheduling and Events	32	-	0%	3%
Auxiliary Services Administration	327	245	75%	66%
Other	514	137	27%	22%
Total expenditures	4,614	3,446	75%	64%
Transfers in (out)	2,058	1,887		
Net	\$ 2	\$ 140		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
ELEVEN MONTHS ENDED MAY 31, 2022**

	Operating Budget (000)	Prorata Budget (000)	Actual (000)	Actual As a % Budget	Last Year
<u>REVENUES</u>					
State Revenue	\$ 364	\$ 334	\$ 741	204%	193%
Tuition and Fees	1,119	1,026	755	67%	26%
Sale of Materials	8	7	-	0%	0%
Institutional Support					
Evening High School	50	46	58	116%	25%
Other Revenues	85	78	48	56%	77%
Total revenues	<u>1,626</u>	<u>1,491</u>	<u>1,602</u>	<u>99%</u>	<u>63%</u>
<u>EXPENDITURES</u>					
Administrative Support	\$ 1,194	1,095	\$ 940	79%	64%
Instructional Programs					
Allied Health	157	144	88	56%	57%
Job-related	336	308	267	79%	41%
Personal	22	20	11	50%	35%
Emeritus Programs	60	55	26	43%	58%
High School Programs	99	91	60	61%	56%
ESL Programs	89	82	47	53%	42%
Total Programs	<u>763</u>	<u>699</u>	<u>499</u>	<u>65%</u>	<u>47%</u>
Total expenditures	<u>1,957</u>	<u>1,794</u>	<u>1,439</u>	<u>74%</u>	<u>58%</u>
Revenue over (under) expenditures	<u>\$ (331)</u>	<u>\$ (303)</u>	<u>\$ 163</u>		
Transfer in	332	304	304		
Net	1	1	467		

OAKTON COMMUNITY COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
ELEVEN MONTHS ENDED MAY 31, 2022

	Program Generated Revenue	Revenue Allocated to Programs	Total Revenue and Allocation	Expenditures	Program Net Fav (Unfav)
Activity fees	\$ 408,488				
Interest income	(149)				
Sub total revenues	<u>408,338</u>				
369901 Student Government Association	-	-	-	(7,242)	(7,242)
369910 Occurrence	190	-	190	(3,171)	(2,981)
369919 Skokie Events Team	-	-	-	(25,780)	(25,780)
369923 SGHS-Global Health & Sustain	1,763	-	1,763	(159)	1,604
369932 Ceramics Club	100	-	100	-	100
369933 UNICEF	-	-	-	(275)	(275)
369937 Oakton Future Educators	-	-	-	(380)	(380)
369945 Physical Therapy Assist.	2,418	-	2,418	(765)	1,653
369946 Phi Theta Kappa (PTK)	6,780	-	6,780	(5,403)	1,377
369950 Latinx Club	100	-	100	(45)	55
369959 Black Student Union	300	-	300	-	300
369960 Muslim Student Association	-	-	-	(170)	(170)
369964 Oakton Helping Others	-	-	-	(20)	(20)
369972 PAYO	100	-	100	(48)	52
Sub Totals	<u>11,751</u>	<u>-</u>	<u>190</u>	<u>(36,193)</u>	<u>(36,003)</u>

Fund Summary

Total Revenues	\$ 420,089
Total Expenditures	(36,193)
Total Transfers to other funds	-
Excess revenues over expenditures	<u>383,896</u>
Net Position 6/30/21	<u>1,132,264</u>
Net Position, end of period	<u>\$ 1,516,160</u>

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
MAY, 2022**

GENERAL FUND TRANSFERS/PAYMENTS

<u>DATE</u>	<u>AMOUNT</u>	<u>REFUNDS/ STUDENT- DISBURSEMENTS</u>	<u>ILLINOIS SALES TAX</u>	<u>EMPLOYEE HEALTH INSURANCE CCHC</u>	<u>CHASE CREDIT CARD</u>	<u>BOND HOLDER & MISC</u>
5/6/2022	\$ 706,972.63			\$ 706,972.63		
5/19/2022	\$ 199,988.78	199,988.78				
5/18/2022	\$ 1,288.00		1,288.00			
5/31/2022	\$ 1,744,303.17	-			1,744,303.17	
TOTAL	\$ 2,652,552.58	\$ 199,988.78	\$ 1,288.00	\$ 706,972.63	\$ 1,744,303.17	\$ -

PAYROLL TAXES - TRANSFERS/PAYMENTS

<u>DATE</u>	<u>AMOUNT</u>	<u>FEDERAL PAYROLL TAXES</u>	<u>STATE PAYROLL TAXES</u>	<u>SURS</u>	<u>CREDIT UNION AND TAX SHELTERS</u>
5/2/2022	\$ 243,950.37	\$ 243,950.37			
5/2/2022	\$ 348,613.95		\$ 86,926.55	\$ 185,398.03	\$ 76,289.37
	\$ -				
5/16/2022	\$ 277,110.02	\$ 277,110.02			
5/16/2022	\$ 373,883.69		\$ 95,685.92	\$ 203,094.04	\$ 75,103.73
	\$ -				
5/30/2022	\$ 276,031.45	\$ 276,031.45			
5/30/2022	\$ 370,980.39		\$ 93,724.38	\$ 200,007.17	\$ 77,248.84
	\$ -				
TOTAL	\$ 1,890,569.87	\$ 797,091.84	\$ 276,336.85	\$ 588,499.24	\$ 228,641.94

Ratification of Actions of the Alliance for Lifelong Learning (ALL) Executive Board

The salary payments and rescinds include the following:

- a. Authorization to pay part-time faculty in the amount of \$105.00 for the spring 2022 term.
- b. Authorization to pay part-time faculty in the amount of \$3,208.50 for the summer 2022 term.
- c. Authorization to rescind payment for part-time faculty in the amount of \$90.00 for the spring 2022 term.

MB:bd
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"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 as stipulated above, and hereby approves the expenditures in the amount not to exceed \$3,313.50 for all funds listed in items a and b."

Ratification and Supplemental Authorization to Pay Professional Personnel – Spring 2022 and Summer 2022

Comparative figures:

Summer 2022 Part-Time \$1,332,133.83	Summer 2021 Part-Time \$1,475,320.03
Summer 2022 Overload \$1,868,680.70	Summer 2021 Overload \$1,803,466.37
Spring 2022 Part-Time \$3,532,085.41	Spring 2021 Part-Time \$3,979,893.95
Spring 2022 Overload \$643,602.91	Spring 2021 Overload \$689,288.88

IL:yg
6/2022

President's Recommendation:

That the Board adopts the following resolutions:

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 Summer semester 2022; the total payment amounting to \$1,332,133.83."
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 Summer semester 2022; the total payment amounting to \$1,868,680.70."
3. "Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$72,262.20 to the total amount of part-time teaching salaries paid during the spring semester 2022; the revised, total payment amount is \$3,532,085.41."
4. "Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$35,210.77 to the total amount of faculty overload salaries paid during the spring semester 2022; the revised, total payment amount is \$643,602.91."

Approval of Clinical Practice Agreements

The College would like to execute clinical practice agreement as follows:

Health Information Technology

Renewal: This is a renewed agreement for the Health Information Technology program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences June 28, 2022 and terminates June 28, 2027.

Nursing

Renewal: This is a renewed agreement for the Nursing program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences June 28, 2022 and terminates June 28, 2027.

Renewal: This is a renewed agreement for the Nursing program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences June 28, 2022 and terminates June 28, 2027.

Physical Therapist Assistant

Renewal: This is a renewed agreement for the Physical Therapist Assistant program. It has been reviewed and approved by the College faculty and administration. This agreement will commence on June 28, 2022 and will be automatically renewed annually unless otherwise indicated by terms in the agreement.

IL:ma
6/2022

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following cooperative agreements: Health Information Technology, Nursing, and Physical Therapist Assistant.”

PUBLIC HEARING

WHEREAS the College has published a Notice of Public Hearing in the following newspaper on May 23, 2022,

The Daily Herald

and made available for public inspection from the 25th day of May, 2022, a tentative budget, that Public Hearing is now declared open.

Are there any comments from the public?

Adoption of Annual Budget for Fiscal Year 2022-2023

The College published a Notice of Public Hearing in district newspapers on May 23, 2022, to inform the public of its intent to adopt an Annual Budget for Fiscal Year 2023. The Annual Budget was available for public inspection beginning May 25, 2022 and was reviewed by the Board of Trustees during a detailed presentation on May 24, 2022. The Annual Budget for Fiscal Year 2022-2023 is submitted for consideration.

AW:jg
6/2022

President's Recommendation:

That the Board adopts the attached resolution:

“Resolution of the Board of Trustees of Community College District 535, County of Cook and State of Illinois, Adopting the Budget for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023”

**RESOLUTION OF THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT 535, COUNTY OF COOK
AND STATE OF ILLINOIS, ADOPTING THE BUDGET FOR THE
FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023**

WHEREAS, on May 25, 2022, the College administration and the Treasurer of the BOARD made such tentative budget as prepared by them conveniently available to the public for inspection for at least thirty days prior to final action thereon; and

WHEREAS, on June 28, 2022, a public hearing was held by the BOARD as to such tentative budget, notice of said hearing having been given at least thirty days prior thereto by publication in a newspaper published in the District, and all other legal requirements having been complied with;

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

That the final budget in the form attached hereto which contains an estimate of the amounts available in each fund, separately, and of expenditures from each, and which the BOARD deems necessary to defray all necessary expenses and liabilities of such District for the fiscal year, be and the same hereby is adopted as the budget of this District for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

ADOPTED this 28th day of June 2022

AYES _____

NAYS _____

ABSENT _____

Paul Kotowski, Chair
Board of Trustees
Community College District 535

ATTEST:

Gail Bush, Secretary
Board of Trustees
Community College District 535

SUMMARY OF FISCAL YEAR 2023 BUDGET BY FUND

	<u>General</u>		<u>Special Revenue</u>				
	<u>Education Fund</u>	<u>Operations & Maintenance Fund</u>	<u>Restricted Purposes Fund</u>	<u>Audit Fund</u>	<u>Liability, Protection, and Settlement Fund</u>	<u>Social Security and Medicare Fund</u>	<u>Retiree Health Insurance Fund</u>
Beginning Balance	67,998,027	11,409,003	11,281	98,985	1,370,641	249,838	(22,928,407)
Budgeted Revenues	77,351,668	8,092,518	17,978,000	100,300	500	600	0
Budgeted Expenditures	(69,023,030)	(8,101,186)	(18,078,000)	(100,300)	(712,500)	(825,000)	(2,000,000)
Budgeted Transfers from (to) Other Funds	(8,328,638)	8,668	100,000	0	712,000	824,400	2,000,000
Budgeted Ending Balance	<u>67,998,027</u>	<u>11,409,003</u>	<u>11,281</u>	<u>98,985</u>	<u>1,370,641</u>	<u>249,838</u>	<u>(22,928,407)</u>
	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Working Cash</u>	<u>Proprietary Fund</u>	<u>Total</u>		
	<u>Bond and Interest Fund</u>	<u>Operations, Building and Maintenance Fund (Restricted)</u>	<u>Working Cash Fund</u>	<u>Auxiliary Enterprises Fund</u>	<u>All Funds</u>		
Beginning Balance	1,689,895	20,334,353	14,500,000	2,992,006	97,725,622		
Budgeted Revenues	3,598,825	8,799,077	290,000	4,174,248	120,385,736		
Budgeted Expenditures	(3,598,825)	(11,299,077)	0	(6,647,818)	(120,385,736)		
Budgeted Transfers from (to) Other Funds	0	2,500,000	(290,000)	2,473,570	0		
Budgeted Ending Balance	<u>1,689,895</u>	<u>20,334,353</u>	<u>14,500,000</u>	<u>2,992,006</u>	<u>97,725,622</u>		

Authorization to Approve Proposed Five-Year Master Plan

The Master Plan represents an important component in the College's overall integrated planning efforts. It provides a comprehensive framework for addressing the facilities' needs of the College for the benefit of its students, dedicated faculty and staff, and the people in the diverse communities served by the College. This plan will assist in building and maintaining a sustainable infrastructure that provides an optimal learning environment for students, an inspiring place in which to teach and learn, and a valuable resource for the community at large.

Modifications to the Master Plan are periodically needed every five years in response to changing conditions with teaching, learning and supportive services. Perkins + Will (P+W) is one of the College's designated architectural firms based on the Quality Based Selection (QBS) process, and previously worked on the FY2018-FY2022 Master Plan. At the April 2021 Board Meeting, P+W was approved by the Board for the current engagement to serve as architects for the FY2023-FY2027 Master Plan "refresh", as there are efficiencies in the proposed scope of work based on their institutional knowledge and past work experience completing multiple projects at both campuses.

The process used to create this master plan has involved a wide range of perspectives, a high amount of faculty, staff, and student involvement, and multiple engagement touch-points throughout the nearly year-long planning process beginning in the Summer of 2021. A 21-member Master Plan Steering Committee was assembled comprised of Board members, administration, faculty, staff, and a student representing both College campuses. The process engagement with College stakeholders included

- 7 Steering Committee Meetings
- 9 one-on-one leadership meetings
- 2 employee virtual town halls
- 1 student virtual town hall
- Survey engagement with 735 responses (368 students, 367 employees)

In addition, the P+W team conducted walking tours of 500,000 sq. ft on both campuses. Through this work, a number of areas have been identified as priorities for improvement in the FY2023-FY2027 Consensus Master Plan:

- Continued focus on timely capital renewals for major assets infrastructure that provide life/safety enhancements (upgrades to physical plant, code compliance, energy conservation, etc.) through a state-of-good-repair program that aims to undertake work necessary to keep buildings open and infrastructure operating in support of the educational mission.
- Address the capital backlog through systematic replacements that will reduce facilities operating costs, energy use, and risk while at the same time supporting institutional recruitment and retention efforts.
- Update and modernize student-centered spaces including Learning Commons (Library).
- Create more connections between students and faculty (critical adjacencies for administrative office suites, faculty support hubs and lounge areas).
- Incorporate site and landscape improvements identified from the 2018 Landscape Master Plan in line with Oakton's commitment to sustainability and conservation of natural areas.

Anticipated Funding Sources

It is anticipated that funding for the projects identified in the Master Plan will come from a combination of the following sources:

- Student Fees
- Fund Balance
- Debt Issuance
- Private philanthropy through Educational Foundation capital campaign(s)

EC
6/2022

President's Recommendation:

“WHEREAS, the Illinois Community College Board requires community colleges to update their Master Plan every five years; and;

WHEREAS, a Master Plan Steering Committee comprised of numerous college and community representatives reviewed data, options and recommendations for the facilities across both campuses; and;

WHEREAS, the Board of Trustees has been provided with sufficient time to review, discuss, consider and provide critical input and feedback on the Master Plan, and finds the plan constitutes a suitable, rational, data-informed, affordable and timely plan which will positively impact student success.”

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Oakton Community College District 535 approves and adopts the proposed College’s Five-Year Consensus Master Plan, and authorizes spending for Fiscal Year (FY) 2023.”

“Be it further resolved that the Board of Trustees directs the College Administration to develop an implementation plan for projects recommended in the Master Plan to secure approvals for the Master Plan projects from appropriate county and state agencies, and to select and recommend for Board approval at future meetings debt counsel, debt financial advisors, debt underwriters, project architects, engineers and construction management firms associated with the Master Plan funding, projects and requirements.”

Authorization to Approve June Purchases

Any purchase exceeding \$25,000 requires Board approval. The following purchases meet that criteria. If the Board so desires, this resolution will enable the Board to approve all of the following purchases in a single resolution.

Items “a - p” were previewed at the May 2022 Board of Trustees meeting. Item “q” was not previewed and is a consortium purchase as vehicle inventory was made available in June.

EC:aw
06/2022

President’s Recommendation:

That the Board adopts the following resolution:

“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>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor/Location</u>	<u>Amount</u>
6/22-9a	1	Renewal of Annual Services, Contracts, and Dues for FY23	NILRC Buffalo Grove, IL	\$100,000.00
			CARLI Champaign, IL	\$100,000.00
			Illinois Community College Trustee Association Springfield, IL	\$29,100.00
6/22-9b	1	Renewal of PowerFAIDS Software – 1-Year Maintenance Contract	College Board Reston, VA	\$53,014.00
6/22-9c	1	Renewal of Risk Management Insurance Plans	Illinois Community College Risk Management Consortium Northbrook, IL	\$800,678.00
6/22-9d	1	Continuation of Employee Fringe Benefits: Life and Disability Insurance	Reliance Standard Life Insurance Co. Southeastern, PA	\$281,000.00
6/22-9e	1-2	Transportation Services for Student Athletes 1-Year Contract	Bestway Charter Transport Bensenville, IL	\$52,738.00

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor/Location</u>	<u>Amount</u>
6/22-9f	1-2	Grounds Building Roof Replacement	L Marshall Inc. Glenview, IL	\$99,000.00
6/22-9g	1-2	Parking Lot Crack Seal and Patching Improvements	Patriot Pavement Maintenance Des Plaines, IL	\$155,155.00
6/22-9h	1	Adobe Creative Cloud Software Lease and Support	Saitech, Inc. Freemong, CA	\$48,800.00
6/22-9i	1-2	Chatbots 3-Year Contract	Ivy.ai Boulder, CO	\$84,649.00
6/22-9j	1-2	Evisions Software 5-Year Renewal	Evisions, Inc. Irvine, CA	\$146,060.00
6/22-9k	1	Ellucian Experience 3-Year Contract	Ellucian, Inc. Reston, VA	\$163,253.00
6/22-9l	1	DarkTrace Cyber Security Software – 5-Year Contract	DarkTrace Holdings United Kingdom	\$500,815.00
6/22-9m	1	Crowdstrike Cyber Security Software – 1-Year Contract	Crowdstrike Sunnyvale, CA	\$114,544.00
6/22-9n	1	Extreme Networks Wi-Fi Access Points	Sentinel Technologies Downers Grove, IL	\$28,366.00
6/22-9o	1	Renewal of Extreme Networks Wi-Fi License Updates Support/Subscriptions	Sentinel Technologies Downers Grove, IL	\$71,540.19
6/22-9p	1	Central Dispatch Renewal 5-Year Contract	National Association of Campus Safety Administrators (NACSA) Angola, IN	\$228,000.00
6/22-9q	1	Twelve-Passenger Ford Transit Van Replacement	National Auto Fleet Group Watsonville, CA	\$52,538.98
GRAND TOTAL:				\$3,099,251.17.”

IN DISTRICT (INCLUDING BIDS)	\$254,155.00
CONSORTIUM	\$1,134,216.98
BID (OUT OF DISTRICT)	\$52,738.00
BID EXEMPT	\$1,658,141.19
QBS	\$0.00

Authorization to Purchase Renewal Services, Contracts and Dues for FY23

The Administration is requesting approval of the following annual purchases:

1) Library Services (CARLI and NILRC) - In keeping with past practice, the Oakton Library adds and cancels online databases and reference resources to support the College's curriculum. All databases are accessible to Oakton students and employees from computers anywhere via Internet access through a proxy service maintained by the Library and Oakton's IT department. Last year, the library budgeted to license more than 65 databases and 430 online reference works. This year, as done every year, the library is currently reviewing the licenses and subscriptions. To obtain the lowest prices available, most of these online resources are licensed through two statewide consortia groups: NILRC (the Network of Illinois Learning Resources in Community Colleges) and CARLI (the Council of Academic and Research Libraries in Illinois). The cost of licenses brokered by NILRC and CARLI is estimated at \$100,000 each for FY23. The library administration will keep the level of these purchases well within budget. The ratio of purchases from NILRC and CARLI will undoubtedly change as we review and they refine their pricing options. These purchases are exempt from the bidding process according to Illinois Community College Act 110 ILCS.

2) Illinois Community College Trustee Associations (ICCTA) Dues - Oakton has been a longstanding member of the Illinois Community College Trustees Association (ICCTA). ICCTA provides community college advocacy and supports trustee development through continuing education seminars and trained retreat facilitators. Membership in the ICCTA is a valuable resource for the College, and the Administration recommends a membership renewal for FY23. The estimated annual membership renewal and dues are \$29,100.

JJ:ec
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase renewal of the following Annual Services, Contracts, and Dues for FY23:

1) Library Services from NILRC, PO Box 5365, Buffalo Grove, IL 60089 for a total not to exceed \$100,000.00 and CARLI, 100 Trade Centre Drive, Suite 303, Champaign, IL 61820 for a total not to exceed \$100,000.00,

2) Illinois Community College Trustee Associates (ICCTA) dues from the Illinois Community College Trustees Association, 401 E. Capital Ave., Suite 200, Springfield, IL 62701, for a total not to exceed \$29,100.00,

for a grand total of \$229,100.00."

Authorization to Purchase Software Maintenance for PowerFAIDS – 1-Year Renewal

Oakton currently uses College Board’s PowerFAIDS software to support the financial aid process. PowerFAIDS manages federal and state aid requirements as well as specific Oakton institutional aid programs. PowerFAIDS helps automate the entire financial aid cycle, from needs analysis and student eligibility, through Pell Grant management, award packaging, loan origination, and reporting.

The latest federal rules are programmed into the software so Oakton stays compliant with federal regulations. Interest in student financial assistance continues to increase. The College owns thirty PowerFAIDS licenses. The maintenance charges for these licenses for FY23 is expected to be \$53,014.

This is anticipated to be the final year for PowerFAIDS, as the College is migrating to the Banner Financial Aid system for Fall 2022, and will become integrated with the Banner student and finance modules (this implementation was previously approved by the Board in March 2021). Banner Financial Aid will improve the student experience and assist staff in the management of the overall financial aid process. Students will be able to review their financial aid information through the myOakton portal. Information includes: application status, awards (grants, scholarships, and loans), disbursements, and academic progress--information that is critical when making decisions to enroll and persist.

PS:ks
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District No. 535 authorizes the purchase of PowerFAIDS Annual Software Maintenance Contract from College Board, 11911 Freedom Drive, Suite 300, Reston, VA 20190, for a total payment of \$53,014.00.”

Authorization to Purchase Renewal of Insurance Plans (ICCRMC)

The Illinois Community College Risk Management Consortium (ICCRMC) is comprised of 13 community colleges, of which Oakton is a member and participates in various insurance policies listed in the table below. The estimated premiums and insurance coverage contracted for FY2023 are for the period July 1, 2022 to June 30, 2023. Also included are the rates for FY2022 for comparison purposes.

Type of Insurance	FY 2022	FY 2023	Increase (Decrease)
General Liability	\$146,253.00	\$210,246.00	\$63,993
Property	151,072.00	162,235.00	\$11,163
Workers Compensation, Net	390,662.00	314,829.00	(\$75,833)
Educators Legal Liability & Student Medical Malpractice	114,259.00	140,091.00	\$25,832
Foundation	1,500.00	1,500	\$0
Student Athletic Injury	41,506.00	43,194.00	\$1,688
Cyber Cost	24,388.00	44,828.00	\$44,828
TOTAL CONTRIBUTIONS	\$869,640.00	\$916,923.00	\$47,283
Less Dividends (Estimate):	(\$87,158.00)	(\$116,245.00)	\$29,087
TOTAL	\$782,482.00	\$800,687.00	\$18,196

Oakton’s overall gross premiums will increase by 5.4% from FY2022 to FY2023, from \$869,640 to \$916,923. This is primarily due to higher rates in the property and casualty market, as well as increased premiums for cybersecurity insurance. Beginning with FY2023, ICCRMC will no longer have a group program for cybersecurity insurance, and each institution will receive its own individual policy with pricing and coverage terms specific to the individual institution’s risk profile.

Oakton’s share of dividends is expected to increase from \$87,158 in FY2022 to \$116,245 in FY2023. A dividend is the amount of premium which exceeds the losses and consortium’s overhead expenses, and is returned to participants in proportion to their premiums paid to the consortium. For each insurance coverage line, the dividend calculation is calculated based on different pool years and different surpluses. ICCRMC is retaining the overall dividend payout as \$650,000 in FY2023. Net of dividends, the insurance payment for FY2023 will be \$800,678.

EC:mw
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District No. 535 authorizes the purchase Renewal of Insurance including Liability, Property, Worker’s Compensation, Public Officials Educators Legal Liability, Foundation, Student Malpractice, and Student Athlete coverage from the Illinois Community College Risk Management Consortium, c/o Nugent Consulting Group, 2409 Peachtree Lane, Northbrook, IL 60062 for a total payment of \$800,678.00.”

Authorization to Purchase Continuation of Employee Fringe Benefits: Life and Disability Insurance

The College is a member of the Illinois Community College Consortium (ICCC) which manages the life and disability premiums for eighteen community colleges through ICCC's broker, Gallagher Benefits Services. Under current collective bargaining agreements, the College is contractually obligated to provide life insurance and disability to certain employee groups.

ICCC procured a three-year agreement on behalf of its members with Reliance Standard Life Insurance Company (RSLI) for life and disability insurance from July 1, 2019 through June 30, 2022. A new 2-year RFP was issued by ICCC and the consortium has selected to renew with Reliance from July 1, 2022 to June 30, 2024. It is estimated the College will pay \$281,000 in life insurance and disability premiums in FY2023. Employee direct payments for optional (voluntary) life and disability insurance coverage represent about 62% of the premium. The annual premium paid by the College covers 519 members and represents over \$65 million in life/AD&D insurance coverage. The estimated breakout of premiums is as follows:

Basic Term Life/ AD&D	\$106,000
Voluntary Life/AD&D	\$ 82,000
Voluntary Dependent Life/ AD&D	\$ 33,000
<u>Voluntary Long Term Disability Benefit</u>	<u>\$ 60,000</u>
Total Annual Premiums	\$281,000

EC:mw
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the Continuation of Employee Fringe Benefits (life insurance and disability insurance) with Reliance Standard Life Insurance Company, PO Box 3124, Southeastern, PA 19398 for a total of \$281,000.00 of which \$175,000 is projected to be contributed by employees for the period July 1, 2022 through June 30, 2023."

Authorization to Purchase Transportation Services for Student Athletes – One-Year Contract

The College's vehicle fleet includes 12-passenger vans and 7-passenger vans for use by College and student groups. The primary user is the Athletic department. However, these vehicles do not accommodate the transportation needs of the larger athletic teams such as soccer or baseball with rosters of between 15 and 40 students. Contracting with a transportation service company provides safe, single, appropriately sized vehicles with professional drivers for each team, in lieu of using multiple College vehicles, driven by team coaches.

The College's current transportation contract expires on June 30, 2021. The Athletic department and Procurement office worked collaboratively to issue a public bid for a one-year contract. The bid covers transportation for Men's and Women's Soccer, Men's and Women's Basketball, Women's Volleyball, Men's Baseball, and Women's Softball. Travel is primarily to Illinois Skyway Conference and NJCAA Region IV partner schools. To support student success, the bid specified that the contracted company would be required to provide wireless routers and electrical outlets at seats to allow student-athletes to work on their coursework while in route.

The College received 4 (1 in district) responses, and the lowest responsible bidder is Bestway Charter Transportation at \$47,944.00. It should be noted that last year, the lowest bidder was also Bestway and the cost was \$31,570. The increase is primarily attributable to higher fuel costs, which are built into the bidders' pricing.

The College has developed a 2022-2023 travel schedule based upon the anticipated sports schedules so that companies could prepare their proposals; actual travel may vary depending on in season schedule changes, unforeseen additional waiting times, and post-season travel activities. For this reason, the Administration is requesting approval for 10% contingency above the bid amount of \$47,944 for the full budgeted amount not to exceed \$52,738.00.

EC:sa
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Transportation Services for Athletic Teams from Bestway Charter Transportation, 710 Larsen Lane, Bensenville, IL 60106 for \$47,944.00 and a contingency of \$4,794.00 to be held by the College and used in the best interest of the College, for a total expenditure not to exceed \$52,738.00 in accordance with their response to Invitation to Bid #0510-22-04."

Bid #510-22-04 Transportation Services for Athletic Teams	
Vendor	Total
Bestway Charter Bensenville, IL	\$47,944.00
Ideal Charter Chicago Ridge, IL	\$61,471.00
Infinity Transportation Des Plaines, IL	\$88,714.00
Aries Transportation Naperville, IL	\$105,016.78

Authorization to Purchase Contractor Services for Des Plaines Campus Grounds Building Roof Replacement

The comprehensive Facilities Condition Study conducted in 2021 identified that the grounds building needs roof replacement. The overall roof system consists of two different roof system types. A portion of the building roof is a sloped Standing Metal Seam Panel system and the remainder of the building roof is a Flat Roof roofing system. Most of the Standing Metal Seam Roof system is currently in good condition and only needs minor maintenance. However, a small portion of the Standing Metal Seam system needs repair to eliminate leakage. The Flat Roof roofing system has exceeded its useful life expectancy and is need of full removal and replacement.

The College worked with its roofing consultant, Structural Technologies Inc, to prepare a public bid for contractors. Structural Technologies previously worked with the College on the Des Plaines and Skokie building roof replacements in 2016. The bid was posted publicly and sent to 20 roofing contractors. Seven (7) contractors attended the mandatory pre-bid meeting/site visit, none in-district. A total of 5 bid submissions was received.

The College is recommending to move forward with L Marshall Roofing and Sheet Metal Inc, following due diligence by the College to review scope of work with the contractor. Work is expected to commence during the summer and will be completed by October 2022.

EC:sa
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Ground Building Roof Replacement from L Marshall Roofing and Sheet Metal Inc., 2100 Lehigh Ave, Glenview 60026, for a contract sum \$90,000.00, plus a 10% project contingency of 9,000.00 to be held by the College and used in the best interest of the College, for a total expenditure not to exceed \$99,000.00 in accordance with their low bid in response to Bid #0525-22-05."

Bid #0525-22-05 Grounds Roof Replacement			
Contractor	Base Bid Total (All Roof Sections)	Alternate – Metal Roof Acrylic Coating	Total Award
L Marshall Inc. Glenview, IL	\$68,000.00	\$22,000.00	\$90,000.00
DCG Roofing Melrose Park, IL	\$102,250.00	\$34,800.00	\$137,050.00
Knickerbocker Roofing Harvey, IL	\$103,100.00	No Bid	N/A
A-1 Roofing Elk Grove Village, IL	\$120,600.00	\$143,520.00	\$263,520.00
F&G Roofing Justice, IL	\$109,900.00	\$138,000.00	\$247,900.00

Authorization to Purchase Parking Lot Crack Sealing and Patching Improvements

The upcoming Master Plan 2022-2027 has identified landscape improvements including crack sealing and pavement patching at both the Des Plaines and Skokie Campus. A public bid was issued in May for contractors and the College expecting to bring this purchase for approval in June. The scope of works involves

- Multiple asphalt pavement areas will receive removal/replacement patching repairs at both Skokie and Des Plaines campus lots.
- Striping (paint pavement markings) Replacement of any striping worn from age or removed from the asphalt pavement removal.
- Crack sealing (routing, cleaning and sealing transverse and longitudinal reflected cracks in existing pavement)
- 2 Asphalt traffic control speed bumps will be installed near the stop sign in the Lincoln Lot, at the Skokie campus.
- Replacement of the top riser section of the PVC yard drains (storm sewers) in parking lot "C", Des Plaines campus.
- 2" mill and overlay replacement of existing asphalt within the entrance #5, west end pedestrian drop off roadway, Des Plaines campus.

The College worked with its engineering consultant (Manhard) to prepare a public bid specifications for contractors. The bid was posted publicly and sent to 20 roofing contractors (1 in-district). No pre-bid meeting was required for participation to submit a bid. The College received 1 bid submission and is recommending Patriot Pavement as the lowest responsible and responsive bidder. The College awarded a competitive bid to Patriot Pavement for crack filling, seal coating and striping of the Des Plaines and Skokie parking lots in 2019. The Administration is confident they will be able to meet the requirements for this project. Work is expected to commence in July 2022 and will be completed by August 2022.

RS:ec
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Parking Lot Crack Sealing and Patching Improvements from Patriot Pavement Maintenance, 825 Seegers Rd. Suite F, Des Plaines, IL 60016 for a contract sum \$141,050.00 plus a 10% project contingency of \$14,105.00 to be held by the College and used in the best interest of the College, for a total expenditure not to exceed \$155,155.00 in accordance with their low bid in response to Bid #0518-22-06."

Bid 0518-22-06 Parking Lot Crack Sealing and Patching Improvements	Base Bids
Contractor	Total
Patriot Pavement	\$141.050.00

Authorization to Purchase Adobe Creative Cloud Software Lease and Support

The College uses Adobe Software to teach in the Art, Photography, Graphic Design, and Computer Applications for Business, and Computer Information Systems departments. This software is also used by other programs in support of web page development. All of the Adobe products are currently available in a single annual lease bundle called the Adobe Creative Cloud for Education. This bundle includes Photoshop, Illustrator, Premier, Acrobat Professional, and essentially all other Adobe desktop products. Adobe has removed the concurrent license model for this product and now requires one license per workstation where it is installed. As a result, the College will need to purchase 238 shared device licenses to cover the open and classroom computer labs and faculty and staff offices where the products are needed. The College has also provided remote access to the Adobe Creative Cloud suite on College computers for students who do not have the resources to install the software at home.

The IT and the Procurement office has obtained a quote for the Adobe authorized reseller for \$48,875.

This purchase is bid-exempt in accordance with ILCS-805/3-27.1 item f, "purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process"

PS:ks
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District No. 535 authorizes the purchase of Adobe Creative Cloud Software Lease and Support from Saitech, Inc., 42640 Christy Street, Fremont, CA 94538 for a total of \$47,875.00".

Authorization to Purchase Chatbots – Three-Year Contract

Chatbots are becoming common place in higher education. The implementation of Chatbots is providing higher education institutions an opportunity to extend their services beyond the normal business hours by allowing students (prospective or current) to ask questions and obtain relevant answers immediately. Some of these Chatbots have artificial intelligence capabilities, whereby they actively scan through the knowledge bases along with the institutional website to update the quality of their responses.

The IT and Enrollment Management departments have reviewed several chatbot technologies provided by various vendors. Criteria included ability to integrate with Oakton’s website to provide accurate and immediate answers to commonly asked questions, Banner ERP system to provide accurate information regarding student records through proper authentication, and finally security criteria to meet the security framework requirements of Oakton.

The College is requesting Board approval for a three-year contract with Ivy.ai for \$79,649. An additional \$5,000 is being requested for additional implementation expenses related to training and consultation bringing the total to \$84,649. The fee breakdown is as follows:

• Annual Subscription Fee \$23,500.00 * 3 years	\$70,500.00	(a)
• One-Time Implementation Fee	\$4,500.00	(b)
• Integration Fee	\$4,649.00	(c)
• <u>SMS Package Fee</u>	<u>\$0.00</u>	(d)
Sub-Total:	\$79,649.00	
• <u>Consulting Fees</u>	<u>\$5,000.00</u>	
Total	\$84,649.00	

- (a) Subscription fee includes 4 content area modules (Recruitment/Admission, Financial Aid, Advising, Records/Registration)
- (b) Implementation Fee includes the build of bot brains and project management
- (c) Integration Fee includes integration of Ivy.ai with the variables of Banner that are available
- (d) SMS fee is a multilingual fee included in subscription. Ivy.ai is Google partner and will integrate with Google Translate. High resourced languages have a BLEU score of 50+

This purchase is bid-exempt in accordance with ILCS-805/3-27.1 item f, “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process”

PS:ks
6/2022

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Chatbots – Three-Year Contract from Ivy.ai, P.O. Box 1127, Boulder, CO 80306 for \$79,649.00, and a consulting fee contingency of \$5,000.00 to be held by the College and used in the best interest of the College, for a total expenditure not to exceed \$84,649.00.”

Authorization to Purchase Evisions Subscription Renewal – Five-Year Contract

The College began using Evisions software in 2005 to design and deliver documents to students, employees, banks, and vendors. Evisions software integrates to Ellucian Banner and uses Banner data to produce documents and digital files which enhance security and services. The Evisions system is essential to managing year end, payment, and purchasing information flow at the College. The College is currently in the process of implementing direct deposit for employee and vendors via email with Encryption which enables us to securely email payment statements to students, employees, or vendors.

The subscriptions include:

- FormFusion Annual Subscription - Includes: FormFusion Enterprise, Email, Imaging, PL SQL Script Director and DocuSign Integration
- Intellicheck Payroll Annual Subscription - Includes: Intellicheck Payroll Enterprise, Email, Direct
- Intellicheck Accounts Payable Annual Subscription - Includes: Intellicheck Accounts Payable Enterprise, Email, Direct Deposit and Positive Pay

Evisions Intellicheck adds efficiency to the payment process by streamlining output for Accounts Payable, Payroll, and direct deposit advices. Oakton has also implemented Positive Pay Intellicheck which is directly integrated with Banner Finance and the Human Resource module and replaces the standard payment processes. The Intellicheck solution streamlines and enhances the look of printed checks as well as provides a better level of service to vendors, students, and employees.

The Accounts Payable and the Intellicheck Payroll module includes Direct Deposit and Positive Pay capabilities. Positive Pay is an automated fraud detection tool which sends a Positive Pay file to the bank in which the account number, check number, and dollar amount of each check is matched against a list of checks previously authorized and issued by the institution.

The College is seeking Board approval for a five-year contract with Evisions Software from 8/1/2022 to 7/31/2027 for a total of \$146,060 with the annual breakdown as follows:

	Fusion Enterprise	Intellicheck AP Enterprise	Payroll Enterprise
Year 1 (8/1/2022-7/31/2023)	\$12,710	\$6,372	\$7,883
Year 2 (8/1/2023-7/31/2024)	\$13,218	\$6,627	\$8,199
Year 3 (8/1/2024-7/31/2025)	\$13,747	\$6,892	\$8,526
Year 4 (8/1/2025-7/31/2026)	\$14,297	\$7,168	\$8,868
Year 5 (8/1/2026-7/31/2027)	\$14,869	\$7,454	\$9,222
	\$68,849	\$34,513	\$42,698

This purchase is bid-exempt in accordance with ILCS-805/3-27.1 item f, “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process”

PS:ks
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Evisions Subscription Renewal - Five Year Contract from Evisions, Inc., 440 Exchange #200, Irvine, CA 92602 for a total of \$146,060.00 per their Software License Agreement and Software Maintenance and Support Agreement.”

Authorization to Purchase Ellucian Experience (myOakton Portal Migration)

The College has been using Luminis technology provided by Ellucian (providers of Banner ERP System) as the base technology for providing intranet services through the myOakton portal. Luminis is nearing the end of support by Ellucian on June 30, 2024, and will no longer be supported after. As such, the College has taken steps to identify and implement a new intranet technology and have it operational by Spring 2024.

A College taskforce of individuals was assembled from Student Affairs, Academic Affairs and IT to review the best available technologies that are currently being provided by vendors. In addition, the College also reached out to other community colleges and universities within Illinois and across the nation for feedback. Based on the research, three vendors were invited to demo their product: Ellucian Experience, Pathify, and Unified.

After the demos and evaluation by the taskforce, the College is recommending that Oakton move forward with Ellucian Experience as its next intranet technology. The College will be requesting Board approval for a 4-year contract with Ellucian. Total cost over four years is \$163,253, with the breakdown as follows:

	Year 1	Year 2	Year 3	Year 4	Total
Ellucian Experience Subscription	\$18,838	\$19,591	\$20,375	\$21,190	\$79,993
Implementation Costs	\$83,260				\$83,260
Total	\$102,098	\$19,591	\$20,375	\$21,190	\$163,253

This purchase is bid-exempt in accordance with ILCS-805/3-27.1 item f, “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process.”

PS:ks
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of a 4-Year Contract for Ellucian Experience for an amount not to exceeded \$163,263.00 from Ellucian, Inc, 2003 Edmund Halley Drive Suite 500 Reston, VA 20191.”

Authorization to Purchase DarkTrace Cybersecurity Software – Five-Year Contract

Over the last few years the cybersecurity threats to the college have increased substantially. In order to defend against this risk, to retain cybersecurity insurance, and meet additional regulatory requirements, the College has to make additional investments in security tools and services. In reviewing penetration test results and cybersecurity controls requirements one of the key missing pieces is tools to detect and mitigate attacks after an attacker or malicious insider has entered the network or accessed cloud resources.

The Darktrace Enterprise Immune System with Antigena, an Artificial Intelligence (AI) based system that uses network data to identify normal patterns of behavior and alert on or actively stop attacks or insider threats. The Information Technology department has tested the product onsite in a Proof- of-Concept implementation. The College has worked with Darktrace on pricing options and is recommending a five-year contract from July 2022 to June 2027 with the following scope:

Darktrace Enterprise Immune System \$100,163 per year for 5 years = \$500,815

Includes:

- Antigena Network Software
- 24x7 Proactive Threat Notification
- E.Learning Training

This purchase is bid-exempt in accordance with ILCS-805/3-27.1 item f, “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process”

PS:jmw
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of a 5-Year Contract for cybersecurity software from Darktrace Holdings Limited, Maurice Wilkes Building, St John’s Innovation Park, Crowley, Cambridge CB4 0DS, United Kingdom for an amount not to exceeded \$500,815.00.”

Authorization to Purchase CrowdStrike Cybersecurity Software

The College has licensed McAfee Complete EndPoint Protection Enterprise to provide a comprehensive anti-virus solution for both servers and desktop computers with centralized administration and reporting. For Macintosh computers, the College uses McAfee End Point protection for Macs. Due to the constantly changing nature of virus threats, anti-virus software requires frequent updates and thus the College has renewed this support annually. After reviewing state-of-the-art solutions in endpoint protection and the challenges the College has had in implementing advanced features in McAfee, the Administration is recommending a switch to CrowdStrike's Falcon Pro platform. The current risks of ransomware and other devastating cyber-attacks require us to use a more effective solution.

CrowdStrike's product uses a lightweight sensor agent installed on Windows, Linux and Macintosh computers and servers that reports to a cloud-based management console. The product does not rely on out of date antivirus signatures, but uses heuristics and Artificial Intelligence (AI) to identify and stop malicious software based on its behavior. It also gives full visibility into the attack chain. CrowdStrike has fewer compatibility issues and uses fewer resources than McAfee, which frees up staff resources to work on other projects. CrowdStrike is recognized by Gartner as a leader in this product space and has thousands of major customers in government, business and education. The IT department has been testing CrowdStrike Falcon on 200 devices over the last year, and is recommending purchasing CrowdStrike for all 2700 workstations and servers.

The cost for this purchase is budgeted at \$127,000 in FY2023. The product is sold on an annual subscription basis. The College is working with CrowdStrike and its authorized resellers to obtain quotes. This purchase will be presented for approval at the June board meeting.

This purchase is bid-exempt in accordance with ILCS-805/3-27.1 item f, "purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process."

PS:jmw
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of a One-Year Contract for cybersecurity software from CrowdStrike, 150 Mathilda Place, Suite 300 Sunnyvale, CA 94086, for an amount not to exceed \$114,544.00."

Authorization to Purchase Extreme Networks Wi-Fi Access Points

In order to ensure optimal Wi-Fi coverage, the College uses 302 Extreme Networks Wi-Fi access points (APs) and cloud management to provide indoor and outdoor Wireless networking at both the Des Plaines and Skokie campus. The IT department completed a detailed Wi-Fi Site survey for both campuses to ensure that all areas of the building and most of the immediate outdoor areas and parking lots have high quality Wi-Fi coverage. This survey identified certain areas where coverage was lacking.

This purchase of 28 new indoor Wi-Fi 6 access points and 3 outdoor mesh AP's for the Skokie campus will address these issues. It will include the hardware as well as a three-year contract for the cloud management subscription, software support, and software updates.

The cost for this purchase is \$28,366 and is sold on an annual subscription basis. This purchase is bid-exempt in accordance with ILCS-805/3-27.1 item f, "purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process"

PS:jmw
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Extreme Networks Wi-Fi Access Points from Sentinel Technologies Inc. 2550 Warrenville Road Downers Grove, Illinois 60515 for a total not to exceed \$28,366.00 per their Quote # 5570 June 3, 2022."

Authorization to Purchase Renewal of Extreme Networks Wi-Fi Update/Support/Subscription

The College uses 302 Extreme Networks Wi-Fi access points (APs) and cloud management to provide indoor and outdoor Wireless networking on both the Des Plaines and Skokie campus. The current Wi-Fi 6 access points were purchased with a 3-year subscription and support license in June of 2019.

This purchase is for a new three-year contract for the cloud management subscription, software support, and software updates for the Wi-Fi system. The term of the agreement would be from July 2022, to June 2025 and would cover subscriptions and support for the 302 Wi-Fi AP's.

The College has obtained multiple quotes and is recommending a three (3) year contract with Sentinel Technologies in the amount of \$71,540.49. The pricing breakdown is as follows:

Oakton Community College									
Mfr.	Device	Description	Serial Number	Start Date	End Date	Qty.	Unit Price	Ext. Price	Special Notes
1600 E GOLF RD DES PLAINES, IL 60016-1234									
Manufacturer Support Subscription/License 24x7									
Extreme Networks	XIQ-PIL-S-C-EW	XIQ Pilot SaaS, EW SaaS Support	1112-20E4-D3G6-J9I8-I8G6	11/18/2022	06/30/2025	1	\$209.38	\$209.38	
Extreme Networks	XIQ-PIL-S-C-EW	XIQ Pilot SaaS, EW SaaS Support	0619-20H7-J9B1-H7F5-E4B0	07/19/2023	06/30/2025	1	\$156.16	\$156.16	
Extreme Networks	XIQ-PIL-S-C-EW	XIQ Pilot SaaS, EW SaaS Support	0722-20I8-B0D3-H7C2-C2H7	07/22/2022	06/30/2025	13	\$235.44	\$3,060.72	
Extreme Networks	XIQ-PIL-S-C-EW	XIQ Pilot SaaS, EW SaaS Support	0831-21I8-C2G6-H7H7-B1F5	09/29/2022	06/30/2025	2	\$220.32	\$440.64	
Extreme Networks	XIQ-PIL-S-C-EW	XIQ Pilot SaaS, EW SaaS Support	1008-21G6-H7C2-D3D3-E4J9	11/08/2022	06/30/2025	3	\$211.56	\$634.68	
Extreme Networks	XIQ-PIL-S-C-EW	XIQ Pilot SaaS, EW SaaS Support	1013-21H7-G6G6-C2G6-C2G6	11/13/2024	06/30/2025	1	\$50.38	\$50.38	
Extreme Networks	XIQ-PIL-S-C-EW	XIQ Pilot SaaS, EW SaaS Support	0327-20E4-H7D3-I8I8-D3D3	04/27/2023	06/30/2025	7	\$174.33	\$1,220.31	
Extreme Networks	XIQ-PIL-S-C-EW	XIQ Pilot SaaS, EW SaaS Support		07/01/2022	06/30/2025	274	\$240.03	\$65,768.22	
SubTotal								\$71,540.49	
Total								\$71,540.49	

This purchase is bid-exempt in accordance with ILCS-805/3-27.1 item f, “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process.”

PS:jmw
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Extreme Networks Wi-Fi Access Points from Sentinel Technologies Inc. 2550 Warrenville Road, Downers Grove, Illinois 60515 for a total not to exceed \$71,540.19 per their Quote # 5570 June 3, 2022.”

Authorization to Purchase Central Dispatch Services – Five-Year Contract Renewal

The College has been using a centralized dispatch system with the National Association of Campus Safety Administrators (NACSA) since 2018. NACSA is an organization of college and university police departments that established a consolidated dispatch center that functions in the same manner as larger consolidated or municipal dispatch centers. Oakton was one of 8 schools that participated in this dispatch program, and today there are 21 schools. Central dispatch is critical in timely incident response when officers are on patrol or when public safety guards are working on other tasks.

NACSA's central dispatch center is staffed 24 hours/day, 7 days/week, 365 days/year. Dispatchers answer emergency and routine calls for service from institutions participating in the program. The dispatchers will receive calls from the emergency phones at both campuses, make notifications during emergencies, and provide after-hours routing of calls for urgent issues. All dispatchers at NACSA undergo intensive field training and have received standard training for emergency dispatchers.

The Administration has negotiated a five-year contract with a fixed annual escalation of 3%, with the pricing breakdown as follows:

	<u>Dispatch</u>	<u>Omnigo</u> *	<u>Annual</u>
July 2022- June 2023	\$3,100/mth	\$350/mth	\$41,400
July 2023- June 2024	\$3,300/mth	\$400/mth	\$44,400
July 2024- June 2025	\$3,400/mth	\$450/mth	\$46,200
July 2025- June 2026	\$3,500/mth	\$500/mth	\$48,000
July 2026- June 2027	\$3,500/mth	\$500/mth	\$48,000

**Omnigo is a subscription-based software which provides records management and incident reporting for law enforcement entities.*

This service meets the criteria as a bid-exempt purchase under Illinois Public Community College Act Chapter 110, Act 805 (110ILCS 805/3-27.1).

EC:mw
6/2022

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Central Dispatch Services Five-Year Contract from the National Association of Campus Safety Administrators, 909 W. Maumee St, Angola, IN 46703 for an amount not to exceed \$228,000.00”

Authorization to Purchase Twelve-Passenger Ford Transit Van

The College currently has a 12-passenger Ford Transit van which has 83,500 miles and has been used mainly to transport student athletes. The College has not been able to purchase replacement vans for its current fleet since 2021 due to supply chain constraints and the global semiconductor shortage.

The Purchasing department researched various local and state purchasing consortium contracts that have inventory for a twelve-passenger van, and this vehicle (with the required options), is available through the Sourcewell consortium contract for \$52,538.98. It should be noted that the cost of new vehicles has increased significantly due to high inflationary pressures, and the current consortium pricing is 30% higher than the last 12-passenger van replacement purchase back in June 2020 for \$39,209.

The purchase order will be issued to National Auto Fleet Group of Watsonville, CA. The College has previously purchased vehicles from National Auto Fleet through the Sourcewell contract including passenger vans and Ford Trucks. National Auto Fleet Group has also sold vehicles to the following Illinois schools and colleges; Chicago Public Schools, Richard J. Daley College, City Colleges of Chicago, Batavia Central Schools, Heartland Community College, Harper College, Blackburn College, and Southern Illinois University.

The Administration is confident they will again meet the College's needs.

EC:sa
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved the Board of Trustees of Community College District 535 authorizes the purchase of a Twelve Passenger Ford Transit Van from National Auto Fleet Group, 490 Auto Center Drive, Watsonville, CA for a total of \$52,538.98, per the Sourcewell contract #091521-NAF, Quote #32074, dated June 9, 2022."

Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting:

a. **College Catalog and Curriculum Management Software Renewal** – The College seeks to renew the catalog (CAT) and curriculum management (CIM) Courseleaf software for an additional five years from Leepfrog Technologies. The implementation of this software resulted in an interactive catalog that displays user-friendly transfer pre-majors and career and technical education pathways. The software links the current curriculum development and revision processes with catalog development and the student information system, Banner. The software has improved efficiency in the catalog editing process and in developing the next version of the catalog, resulting in a catalog that is available before fall registration of the next academic year. The curriculum software implementation will be complete this summer and department and program chairs and coordinators, staff, and administrators will begin using it in academic year 2022-2023. The curriculum software captures Oakton’s course, program, and pre-major/pathway forms, the curriculum review and approval process in workflows, and integrates approved curricula into the student information system and into the catalog.

The Leepfrog Technologies Courseleaf catalog and curriculum management software five-year renewal is for ongoing (production) support services.

CAT	September 13 - September 12				
	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	\$ 8,631.17	\$ 8,976.42	\$ 9,335.47	\$ 9,708.89	\$ 10,097.25
CIM	December 21 - December 20				
	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	\$ 10,379.20	\$ 10,794.37	\$ 11,226.14	\$ 11,675.19	\$ 12,142.20

b. **McAfee Antivirus Software and Support Annual Renewal** – The College licenses McAfee Complete EndPoint Protection Enterprise to provide a comprehensive anti-virus solution for both servers and desktop computers with centralized administration and reporting. For Macintosh computers, the College uses McAfee EndPoint protection for Macs. Due to the constantly changing nature of the virus threat, anti-virus software requires frequent updates and thus the College is renewing its Gold Business Support agreement which provides updates and 24x7 telephone/web based support for one year.

The current trend in the information technology industry allows manufacturers to give one preferred reseller special, discounted pricing, effectively eliminating the motivation for other companies to submit pricing. It is in the best interests of the College to work directly with the manufacturer and their preferred reseller, CTG, Inc. of Illinois, dba Novanis of Springfield, IL CTG is a minority-owned business enterprise (MBE) and a female-owned business enterprise (FBE), registered with the Illinois Central Management Services Business Enterprise Program (BEP) and has been in business for over thirty years. CTG offers this price based on the Illinois Department of Central Management Services (CMS) consortium.

- c. **Elevator Maintenance Contract** – The College has a total of fourteen elevators; a) five passenger elevators, one freight elevator, and one lift at the Des Plaines campus, b) one passenger elevator and one freight elevator in the Lee Center, and c) three passenger elevators and two lifts at the Skokie campus. In order to keep the elevators in proper working condition, the elevators require monthly maintenance which includes inspections, preventative maintenance procedures, and testing. The elevator maintenance contract will also provide a set labor rate for repairs, establish an emergency response time, and establish minimum timeframes for emergency call back services.

With current inflationary increases, the College is currently reviewing feasibility to extend the contract for 1 year and then issue a new bid, or issue a new bid for a multi-year contract.

- d. **Consulting Services for a Door, Hardware and Security Survey and Replacement Project.** The comprehensive Facilities Condition Assessment conducted in 2021 recommended a need for the College to review existing doors, hardware, keying protocols and door security requirements at the Des Plaines and Skokie Campuses. This work is to be conducted in two phases

Phase 1 – Survey

The first phase will include a review of existing conditions and development of a set of standards for current and future projects. The deliverables expected under this phase include:

- A set of standards for all door types to include function, finish, style
- A review of all doors throughout both campuses and a prioritized recommendation for replacements. Those priorities are expected to include as an example: door condition and operation, fire separation, variance from established standards, keying hierarchy to identify scheme for master and subordinate keys, recommendations for a uniform card access system at critical locations. and plan for managing key assignments and tracking distributed keys.
- A cost estimate for proposed replacements that will enable Oakton to proceed with Phase 2.

Phase 2 – Replacement Implementation

The second phase will include implementation of the prioritized replacements. The deliverables expected under this phase include:

- Bid documents including an overall Door Schedule identifying all affected doors for replacement or hardware upgrades, and all hardware sets and card readers associated with the work.
- Construction Administration services during bidding and implementation including submittal, review, response to RFI's, Change Order review, inspection of work, pay application review, punch list and closeout services.

An RFP was issued in April 2022, and the College is expecting to present a recommendation to the Board in August for selection of a consultant. Cotter Consulting (the College's owner's rep) is managing this project for the College working with the Facilities department.

- e. **Contracted Instructional Training for Fire Science Programs** – The College has educational program agreements with Advocate Lutheran and AMITA Presence (St. Francis) for the paramedic and emergency medical technician courses. Both hospitals provide instructional training and the College pays a total of approximately \$280,000. The classes are held in conjunction with the hospitals' regional firefighting alliance. As the amounts to both hospitals exceed \$25,000 each, the Administration will be requesting board approval in August. Consistent with past practice, these expenses will be completely offset by student tuition and fees.

Approval of Vision 2030: Building Just and Thriving Communities, the College’s Strategic Plan for FY23 through FY25

Recognizing that the Success Matters: 2018-2022 Strategic Plan expires in 2022, President Smith asked the Strategic Planning, Accountability, and Resources Committee (SPARC) to initiate the process to develop the college’s new plan. The culmination of this work, Vision 2030: Building Just and Thriving Communities, Oakton’s strategic plan for FY 2023 – FY 2025, is presented for the Board of Trustees’ approval. In keeping with Oakton’s approach to strategic planning, SPARC conducted a comprehensive, inclusive process that engaged stakeholders across the Oakton community using surveys and large and small community conversations throughout the process. Learning Day in October 2021 brought together more than 500 employees and members of the Board of Trustees to learn about and provide feedback on the strategic plan’s proposed “Big Ideas”. SPARC also engaged the Board of Trustees, Student Government Association, administrators, orientation week presentation attendees, and other committees and departments across the College. Reaching beyond the campus community, SPARC gathered input from high school superintendents, local legislators, donors, alumni, and the board of the Oakton Educational Foundation. SPARC also reviewed trends in higher education as well as trends and demographics of the Oakton district, based on an environmental scan conducted by the Northern Illinois University Center for Governmental Studies. The insights from this outreach and research focused on several broad themes that helped to refine the strategic priorities and key performance indicators. Those themes include the importance of engaging adult learners, the need for stronger partnerships with industries and businesses, and the clear and pressing need to maintain our focus on equity.

The proposed strategic plan consists of three strategic goals, which are broad and comprehensive. This plan builds on achievements of the last strategic plan while also providing new direction, including focusing on workforce readiness and racial equity.

Vision 2030: Building Just and Thriving Communities represents the collective wisdom and thinking of multiple stakeholders. Upon its approval, the College will move forward with the tasks and activities that are necessary to achieve the goals and objectives. Focusing on those articulated priorities, the College will use existing reporting structures and budgeting processes to carry out the implementation of Vision 2030: Building Just and Thriving Communities.

KB
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves Vision 2030: Building Just and Thriving Communities, the College’s Strategic Plan for FY 2023 through FY 2025 attached hereto.”

Vision 2030: Building Just and Thriving Communities FY 2023 – FY 2025 Strategic Plan

Strategic Goals

Strengthen Students' Oakton Experience

We will change lives by creating clear educational pathways and reducing barriers to access and for success for students, with particular attention to serving adult students.

Rooted in equity, the Oakton Experience supports students as they embark on an individualized path, navigate college, grow academically and socially, and transition to their desired next step.

By fully implementing the Oakton Experience, we will:

- Improve access to Oakton through intentional recruitment and outreach, particularly in communities underserved by Oakton.
- Reduce barriers and provide relevant support for adult students so that they can reach their educational goals.
- Expand and clarify transfer pre-majors and career pathways so that students can make informed decisions to reach their goals.
- Encourage innovation and ensure high-quality classroom and co-curricular learning experiences.
- Tailor student services for the changing needs of our students, with a particular focus on accessibility and on culturally responsive and trauma-informed lenses.

Measures of Success
Increased enrollment in early college programs
Increased enrollment and graduation of adult students
Reduced number of "undecided" students and increased number of students with educational plans
Increased completion of gateway courses, retention, and graduation rates
Improved post-completion outcomes

Enhance Workforce Readiness and Community Engagement

We will improve economic and social mobility by equipping students with skills for the workplace and becoming a key partner in the economic development and civic life of the district.

By building and strengthening broad-based partnerships, we will:

- Ensure that programs, degrees, and credentials align with employer needs so that students, including those with differing abilities, are prepared to participate in the local skilled workforce and support the growing economy of the district.
- Increase opportunities for students to earn degrees and credentials through short-term and stackable credentials to serve the quickly shifting labor market.

- Strengthen opportunities for work-based learning, internships, and apprenticeships.
- Foster civic engagement through curriculum and co-curricular offerings.
- Improve internal and community awareness of the opportunities to gain workforce-relevant skills in credit and noncredit programs and the paths between them.
- Provide avenues for entrepreneurship and small-business development in partnership with community organizations.

Measures of Success
Increased student participation in internships, apprenticeships, clinicals, service learning, and civic engagement
Increased number of students who complete stackable credentials
Increased number of students moving from noncredit to credit coursework
Increased number of workforce partnerships with businesses, unions, nonprofits, and other district employers
More credentials and degrees mapped to skills, employment demand, workforce outcomes, and livable wages
Increased number of strategic partnerships with key community-based organizations

Advance Racial Equity

We will implement best practices to dismantle systemic racism at the College and throughout the district, recognizing this as a major barrier to student success.

As our district becomes increasingly diverse, we will:

- Advance a shared understanding of equity that reflects our commitment to ensuring access to educational success and eliminating barriers that have prevented the full participation of some students.
- Assess our strategies, policies, curriculum, and operations through a racial justice lens.
- Foster diversity among our students, staff, and faculty to better reflect the district we serve, with particular attention to the impact of intersectional identities.
- Build an inclusive campus climate that promotes a sense of belonging for all community members.

Measures of Success
Increased enrollment and retention of minoritized students
Reduced equity gaps in key student success metrics
Greater sense of belonging for minoritized students
Increased number of courses with an equity-minded syllabus and culturally relevant pedagogical practices
Higher number of policies and practices audited in an equity framework
Increased hiring and retention of minoritized employees
Expanded community partnerships around racial equity

Approval of Annual Promotions in Rank

The Oakton Community College Promotions Committee met on May 16, 2022 to review PAC questionnaires. The faculty listed below have met the criteria for promotion described in Board Policy 4108, and are recommended for the promotions indicated.

<u>Name</u>	<u>Recommended for Promotion to...</u>
Nefize Fejza	Assistant Professor of Nursing
Teresa Kirwan	Assistant Professor of Nursing
Dezrine Dunn	Associate Professor of Nursing
James Humenik	Associate Professor of Law Enforcement and Criminal Justice
Ahyoung Kim	Associate Professor of Mathematics
Harper Mazock	Associate Professor of Biology
Kayla Mitchell	Associate Professor of Economics
Olga Cedrina	Professor of Mathematics
Tina Fakhrid-Deen	Professor of English
Kristen Hren	Professor of English
Megan Klein	Professor of Anthropology and Sociology
Michael Mauritzen	Professor of English
Michael Nichol森	Professor of History
Christopher Saunders	Professor of Mathematics
Ivan Temesvari	Professor of Mathematics and Computer Science
Suzanne Ziegenhorn	Professor of Biology

IL:sa
6/2022

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the promotions in rank for full-time faculty members: Nefize Fejza, Teresa Kirwan, Dezrine Dunn, James Humenik, Ahyoung Kim, Harper Mazock, Kayla Mitchell, Olga Cedrina, Tina Fakhrid-Deen, Kristen Hren, Megan Klein, Michael Mauritzen, Michael Nichol森, Christopher Saunders, Ivan Temesvari, and Suzanne Ziegenhorn.”

Authorization to Hire Full-time, Tenure-track Faculty Members

The recommendation to hire Ms. Christy Nosek Carter, Ms. Michelle Oh, and Mr. George Vail to full-time, tenure-track positions for the 2022-2023 academic year beginning in August 2022 was made after reviewing the College’s need for faculty in Speech, Library, and Automotive Technology.

CH:vb
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the attached resolutions for Ms. Christy Nosek Carter, Ms. Michelle Oh, and Mr. George Vail—the full-time, tenure-track faculty hires for the 2022-2023 academic year, beginning in August 2022. They will receive the salary associated with the lane and step described as follows:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step, Base Salary</u>
Ms. Christy Nosek Carter	Associate Professor, Speech	C-3, \$61,666
Ms. Michelle Oh	Associate Professor, Library	B-3, \$58,798
Mr. George Vail	Assistant Professor, Automotive Tech.	C-3, \$61,666.”

Authorization to a Hire Full-time, Tenure-track Faculty Member

A recommendation to hire Ms. Christy Nosek Carter to a full-time, tenure-track faculty position in Speech for the 2022-2023 academic year, beginning in August 2022, was made after reviewing the College’s need for faculty in Speech.

The search began on September 14, 2021 with postings on the Oakton Community College website and advertisements in the *Chronicle of Higher Education*, *Chicago Diversity and Compact for Faculty Diversity*. The position opening was also posted on various websites including *LinkedIn*, *hbcuconnect.com* (Historically Black Colleges and Universities), *hacu.net* (Hispanic Colleges and Universities), *Diversejobs.net*, *Insidehighered.com*, *Higheredjobs.com*, *illinoisjoblink.illinois.gov*, and *Higher Education Recruitment Consortium*.

There were thirty-four applicants for the Speech position. The search committee conducted five virtual interviews for this search and selected three finalists to interview with Ms. Linda Korbel, Dean of Liberal Arts, and Dr. Ileo Lott, Provost and Vice President for Academic Affairs, before a recommendation of hire was made to Ms. Christy Nosek Carter for a full-time, tenure-track Speech position.

Ms. Nosek Carter brings to Oakton eighteen years of experience teaching College Speech/Communication at Wilbur Wright College, Harper College, Concordia University and several other Chicago area community colleges. Her credentials include a Master of Arts in Speech Communication from Northeastern Illinois University and a Master of Education in Student Personnel (Counseling) from Loyola University. She has also completed the Quality Matters Master of Online Teaching Certificate, gaining further expertise in teaching in multiple modalities.

CH:vb
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Ms. Christy Nosek Carter for the 2022-2023 academic year, beginning August 2022:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step, Base Salary</u>
Ms. Christy Nosek Carter	Associate Professor, Speech	C-3, \$61,666.”

Authorization to Hire a Full-time, Tenure-track Faculty Member

The recommendation to hire Ms. Michelle Oh to a full-time, tenure-track faculty position in the Library for the 2022-2023 academic year, beginning in August 2022, was made after reviewing the College's need for faculty in the Library.

The search began on February 15, 2021 with postings on the Oakton Community College website and advertisements in the *Chronicle of Higher Education*, *Chicago Diversity and Compact for Faculty Diversity*. The position opening was also posted on various websites including *LinkedIn*, *hbcuconnect.com* (Historically Black Colleges and Universities), *hacu.net* (Hispanic Colleges and Universities), *Diversejobs.net*, *Insidehighered.com*, *Higheredjobs.com*, *illinoisjoblink.illinois.gov*, *University Jobs*, *Academic Careers*, and *Higher Education Recruitment Consortium*.

There were seventeen applicants for the Library position. The search committee conducted five virtual interviews for this search and selected two finalists to interview with Mr. Jacob Jeremiah Dean of Library Services, and Dr. Ileo Lott, Provost and Vice President for Academic Affairs, before a recommendation of hire was made to Ms. Michelle Oh for a full-time, tenure-track Library position.

Michelle joins us from Northeastern Illinois University, where she has worked since 2016, and most recently held the rank of Associate Professor. Previous to her work at NEIU, she was a reference librarian at Lake Forest College's Donnelly and Lee Library from 2010 to 2016, and before that she worked as a reference assistant and Info Commons supervisor at Northwestern University.

CH:vb
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Ms. Michelle Oh for the 2022-2023 academic year, beginning August 2022:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step, Base Salary</u>
Ms. Michelle Oh	Associate Professor, Library	B-3, \$58,798."

Authorization to Hire a Full-time, Tenure-track Faculty Member

The recommendation to hire Mr. George Vail to a full-time, tenure-track faculty position in Automotive Technology for the 2022-2023 academic year, beginning in August 2022, was made after reviewing the College’s need for faculty in Automotive Technology.

The search began on February 15, 2022 with postings on the Oakton Community College website and advertisements in the *Chronicle of Higher Education*, *Chicago Diversity and Compact for Faculty Diversity*. The position opening was also posted on various websites including *LinkedIn*, *hbcuconnect.com* (Historically Black Colleges and Universities), *hacu.net* (Hispanic Colleges and Universities), *Diversejobs.net*, *Insidehighered.com*, *Higheredjobs.com*, *illinoisjoblink.illinois.gov*, and *Higher Education Recruitment Consortium*.

There were two applicants for the Automotive Technology position. The search committee conducted two virtual interviews for this search and selected two finalists to interview with Mr. Marc Battista, Associate Vice President of Workforce Education/Dean of Business and Career Technologies, and Dr. Ileo Lott, Provost and Vice President for Academic Affairs, before a recommendation of hire was made to Mr. George Vail for a full-time, tenure-track Automotive Technology position.

Mr. Vail currently works for the Lake County of Transportation and is an Adjunct Faculty member at Oakton Community College. As an Adjunct Faculty member, he provides education, career counseling, and mentoring to students within the automotive field. He was also nominated by his students for the 2018 Ray Hartstein Excellence in Teaching Award. Mr. Vail holds a Masters of Business Administration from National Louis University, as well as a Bachelors of Arts in Environmental Studies from Northeastern Illinois University.

CH:vb
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of George Vail for the 2022-2023 academic year, beginning August 2022:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step, Base Salary</u>
Mr. George Vail	Assistant Professor, Automotive Tech.	C-3, \$61,666.”

Approval of Salaries for Administrators

The following is a recommendation to increase administrative salaries at an average rate of 2.99%. This is comprised of 38 administrator positions.

CH:nmi
6/2022

President's Recommendation:

That the Board adopts the following resolution:

- A. "Be it resolved that the Board of Trustees of Community College District 535 approves salaries for a total of \$5,150,691 to 38 administrators and authorizes the issuance of contracts specifying these salaries to the persons named for the period July 1, 2022 through June 30, 2023, as listed in A and B below."

<u>ADMINISTRATOR</u>	<u>TITLE</u>	<u>FY2023 SALARY</u>
Maribel Alimboyoguen	Dean of Health Careers	\$122,314
Robyn Bailey	Director of Operations and Administration	\$123,588
Marc Battista	Associate Vice President for Workforce Education/ Dean of Business and Career Technologies	\$132,091
Kelly Becker	Assistant Vice President for Institutional Effectiveness and Strategic Planning	\$128,738
Anne Brennan	Assistant Vice President for Academic Affairs/ College Transitions	\$134,073
Karl Brooks	Vice President for Student Affairs/ Chief Student Services Officer	\$186,588 *
Steve Butera	Director of Communications and External Relations	\$92,000
Edwin Chandrasekar	Vice President for Administrative Affairs/ Chief Financial Officer	\$214,669 *
Sebastian Contreras Jr.	Dean of Student Success	\$139,756
Leana Cuellar	Director of Student Learning and Engagement	\$104,380
Shedrick Daniels	Director of Student Life and Campus Inclusion	\$96,363
Al Grippe	Director of Grant Strategy and Development	\$93,565
Colette Hands	Chief Human Resources Officer	\$175,170 *
David Hittenmiller	Assistant Financial Controller	\$128,738
Jeffrey Hoffmann	Chief of Police and Emergency Management	\$106,880
Ruben Howard II	Director of Workforce Curriculum and Instruction	\$107,856
Matthew Huber	Dean of Enrollment Management	\$128,257
Jesse Ivory	Dean of Adult and Continuing Education/ Dean of the Skokie Campus	\$117,568
Jacob Jeremiah	Dean of Library	\$113,289
David Kendrick	Director of Online Curriculum and Instruction	\$113,289
Mark Kiel	Dean of Counseling, Health and Wellness Services	\$127,846
Linda Korbel	Dean of Liberal Arts	\$164,539
Renee Kozimor	Director of Software and User Services	\$158,788
Andrea Lehmacher	Director of Marketing	\$125,050
Ileo Lott	Provost and Vice President for Academic Affairs	\$188,393 *
Levon McAllister	Director of Campus Technologies	\$133,887

<u>ADMINISTRATOR</u>	<u>TITLE</u>	<u>FY2023 SALARY</u>
Juletta Patrick	Assistant Vice President for Student Affairs/ Dean of Access, Equity, and Diversity	\$134,114
Katherine Sawyer	Chief Advancement Officer	\$178,755
Joseph Scifo	Director of Facilities	\$133,887
Prashant Shinde	Chief Information Officer	\$164,024
Robert Sompolski	Dean of STEM	\$167,591
Roberto Valadez	Interim Director of Admission and Enrollment	\$107,500
Richard Van Hees	Director of Major and Planned Giving/ Associate Executive Director of the Foundation	\$115,080
John Wade	Director of Systems and Network Services	\$161,158
Cheryl Warmann	Registrar and Director of Student Financial Support	\$145,354
Andy Williams	Controller	\$160,573
Ruth Williams	Assistant Vice President for Academic Affairs/ Dean of Curriculum and Instruction	\$132,980
Ella Whitehead	Assistant Director of Enrollment for Equity Outreach	\$92,000
Total 38 Administrator Salaries		\$5,150,691

Notes:

Salaries for grade 10 administrator positions include a 3% SURS contribution, and they are noted with an asterisk (*).

C. "Be it further resolved that the Board of Trustees of Community College District 535 approves FY2022 administrative salary ranges."

Salary Grade	Minimum	Midpoint	Maximum
4	\$ 70,611	\$ 93,379	\$119,620
5	77,950	103,165	139,189
6	86,055	113,966	146,126
7	95,048	125,966	161,571
8	104,975	139,203	178,613
9	116,007	153,906	197,545
10	128,191	170,156	218,462

*Attached are copies of the two administrative contracts.

- Contract A is for grades 6-9 administrator positions.
- Contract B is for grade 10 administrator positions (as noted by asterisks above).



BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535
COUNTY OF COOK AND STATE OF ILLINOIS
ADMINISTRATOR'S EMPLOYMENT CONTRACT

This agreement, entered into by and between the Board of Trustees of Community College District 535, County of Cook and State of Illinois, a body politic and corporate, hereinafter referred to as the "Board" and _____ hereinafter referred to as the "Administrator;"

WITNESSETH:

Whereas, pursuant to the Administrator's application, the Board's President has recommended the administrator's appointment as _____ of the Board's College, and the Board has approved such recommendation;

Now, therefore, it is agreed by and between the Board and the Administrator as follows:

1. The Administrator is appointed _____ of the Board's College from July 1, 2022 to June 30, 2023. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board policy and the job classification manual, as revised from time to time, and such other related duties as are assigned from time to time by or at the direction of the Board of Trustees and the President. In consideration for services rendered by the Administrator, the Board shall pay the Administrator a salary at an annual salary of \$ _____ in accordance with the Board's salary policies and procedures and the conditions therefore, currently in effect or as may hereafter be modified. This salary shall be for the period July 1, 2022 through June 30, 2023.
2. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
3. This contract and services rendered are subject to all applicable Constitutional provisions and the Illinois Revised Statutes, and any provisions contrary to these documents may be considered void without invalidating the remainder of the contract.
4. This contract guarantees the administrator the rights of procedural due process.
5. This agreement shall not be effective unless it is signed and returned to the President within ten days of its issuance.

Dated and returned this _____ day of _____ 2022 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on June 28, 2022.
(Agenda Item 6/22-14)

Board of Trustees of Community College
District 535, County of Cook and State of Illinois

President

Oakton Community College does not discriminate on the basis of race, color, creed, religion, national origin, disability, age, sex, marital status, military status, socioeconomic status, sex or gender, gender identity, or sexual orientation in admission to and participation in its educational programs, college activities and services, or in its employment practices.

Inquiries regarding compliance with state or federal nondiscrimination requirements may be directed to the Assistant Vice President, Student Affairs/ Dean, Access, Equity and Diversity, Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois, 60016, or to the Director of the Office for Civil Rights, Department of Education, Washington, D.C.



BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535
COUNTY OF COOK AND STATE OF ILLINOIS
ADMINISTRATOR'S EMPLOYMENT CONTRACT

This agreement, entered into by and between the Board of Trustees of Community College District 535, County of Cook and State of Illinois, a body politic and corporate, hereinafter referred to as the "Board" and _____ hereinafter referred to as the "Administrator;"

WITNESSETH:

Whereas, pursuant to the Administrator's application, the Board's President has recommended the administrator's appointment as _____ the Board's College, and the Board has approved such recommendation;

Now, therefore, it is agreed by and between the Board and the Administrator as follows:

1. The Administrator is appointed _____ of the Board's College from July 1, 2022 through June 30, 2023. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board policy and the job classification manual, as revised from time to time, and such other related duties as are assigned from time to time by or at the direction of the Board of Trustees and the President. In consideration for services rendered by the Administrator, the Board shall pay the Administrator a salary at an annual salary of \$ _____, which includes the equivalent of 3% of the Administrator's annual contribution to SURS. This salary shall be for the period July 1, 2022 through June 30, 2023.
2. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
3. This contract and services rendered are subject to all applicable Constitutional provisions and the Illinois Revised Statutes, and any provisions contrary to these documents may be considered void without invalidating the remainder of the contract.
4. This contract guarantees the administrator the rights of procedural due process.
5. This agreement shall not be effective unless it is signed and returned to the President.

Dated and returned this _____ day of _____ 2022 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on June 28, 2022.
(Agenda Item 6/22-14)

Board of Trustees of Community College
District 535, County of Cook and State of Illinois

President

Oakton Community College does not discriminate on the basis of race, color, creed, religion, national origin, disability, age, sex, marital status, military status, socioeconomic status, sex or gender, gender identity, or sexual orientation in admission to and participation in its educational programs, college activities and services, or in its employment practices.

Inquiries regarding compliance with state or federal nondiscrimination requirements may be directed to the Assistant Vice President, Student Affairs/Dean, Access, Equity and Diversity, Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois, 60016, or to the Director of the Office for Civil Rights, Department of Education, Washington, D.C.

Approval of Contract Extension and Annual Salary Increase for the President

On June 30, 2020, the Board of Trustees of Oakton Community College District 535 approved a 4-year employment contract with President Joianne L. Smith. The Board is recommending a 1-year extension of this contract through June 30, 2025. In accordance with Section B of the contract (attached hereto), the Board is also recommending a 2.99% salary increase and an 8.5% Supplemental Benefit Allowance based upon the Board’s annual performance review of the president.

CH:nmi
6/2022

Recommendation:

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

President Joianne L. Smith’s contract be extended 1 (one) year until June 30, 2025, and that for the 2022-2023 fiscal year, her salary be increased by 2.99% from \$300,205.86 to \$309,182.00 and the Supplemental Benefit allowance be increased from 8.0% to 8.5%.”

ADOPTED this 28th day of June 2022

Ayes: _____

Nays: _____

Absent: _____

ATTEST:

Paul Kotowski, Chair

Gail Bush, Secretary



PRESIDENT'S EMPLOYMENT AGREEMENT

THIS AGREEMENT made this 28th day of June 2022, by and between the Board of Trustees of College District 535, County of Cook, State of Illinois (the "Board"), and Dr. Joianne L. Smith (the "President").

A. EMPLOYMENT

Term of Employment

The Board hereby employs the President for a period of five (5) years, commencing July 1, 2020 and ending June 30, 2025.

B. SALARY

Annual Salary

The President will receive an annual salary for the 2022-2023 contract year in the amount of \$309,182.00 payable in twenty-six (26) equal, bi-weekly installments and subject to applicable payroll deductions. The President will receive an annual salary increase for each subsequent contract year which is based upon the Board's annual review and assessment of the President's performance as provided in paragraph F3 of this Agreement.

C. BENEFITS

1. SURS Contribution

Included in the annual salary stated in paragraph B.1 of this Agreement is a Board contribution to the State Universities Retirement System (SURS) in an amount equal to eight percent (8.0%) of the President's salary (\$24,735) in recognition of the President's statutory contribution to SURS. The Board shall deduct this eight percent (8.0%) contribution from the President's annual salary and remit this amount to SURS on behalf of the President. Both parties acknowledge that the additional salary is made as a condition of employment to secure the President's future services, knowledge, and experience.

2. Medical/Dental Insurance

The College shall pay the employer portion of the premium cost of participation by the President, her spouse and any eligible dependents in the College's medical and dental insurance program, consistent with the schedule of benefits for Oakton Administrators. If at any time during the term of this Employment Agreement, a change in federal or state laws or regulations becomes effective, or enforcement of any such provisions commences, which would cause an employer penalty or tax related to the health insurance benefits provided in this Agreement, or which would cause the President to incur additional taxable income under the

terms of this Agreement, the parties agree to re-open this Agreement to renegotiate or revise the affected health insurance benefits provisions.

3. Life Insurance

The Board will provide the President with term life insurance, including Accidental Death and Dismemberment coverage, in the amount of two (2) times the President's salary as stated in paragraph B.

4. Supplemental Benefit Allowance

The College shall pay the President an additional benefit allowance in the amount of 8.5% (\$26,281) for the President's purchase of permanent life insurance, long-term care insurance, long-term disability insurance, tax-sheltered annuities, or contribution to a deferred compensation plan the Board has established or a combination of the foregoing benefit items, as determined by the President.

5. Vehicle

The Board shall provide the President a vehicle for the President's use for authorized purposes. The Board shall be responsible for liability, property damage and comprehensive insurance for the vehicle, and all maintenance and operating expenses. The President is responsible for any imputed income taxes related to the College-provided vehicle.

6. Professional Development

The President shall be eligible to attend and participate in educational conferences, conventions, workshops, seminars, and similar professional activities and events, subject to reasonable review and approval by the Board Chair. The Board shall reimburse the President for reasonable, out-of-pocket expenses incurred by the President in connection with such approved activities and events. In addition, the Board shall reimburse the President for the reasonable, out-of-pocket expenses of attendance by the President's spouse at such activities and events.

7. Physical Examination

Upon request, the President shall provide the Board Chair with a physician's written verification of the President's fitness to perform her essential duties as President. The Board shall pay the cost of the physical examination.

8. Administrative Benefits

The President will receive any leave entitlements and fringe benefits not specifically set forth herein which are granted to all other administrative personnel under the College's policies.

D. LEAVES

1. Vacation

The President shall receive twenty (20) paid vacation days per contract year. Vacation days should generally be taken during the contract year in which they are earned. Any accrued, unused vacation days can be accumulated to a maximum accumulation amount of fifty-six (56) days. A minimum of ten (10) vacation days shall be taken each contract year. Compensation for

any accrued, unused vacation days upon separation of employment shall be payable thirty (30) days after the President's final workday.

2. Sick Leave

The President will receive twenty (20) paid sick leave days per contract year. Any earned, unused sick leave days may be accumulated without limit.

3. Personal Leave

The President shall be entitled to three (3) paid personal business days per contract year. Personal business days shall be deducted from sick leave.

4. Consulting Leave

The president shall be entitled to three (3) paid consulting days per contract year. Any outside consulting work that the President wishes to perform shall be subject to the reasonable review and approval of the Board Chair. There shall be no carryover of unused consulting days.

E. POWERS AND DUTIES

1. Authority and Responsibility

Subject to policies and directives established by the Board and consistent with the Illinois Public Community College Act, the President shall act as the chief executive officer of the College. The President shall have authority and responsibility to organize, direct, manage and oversee the administration of the College in a manner intended to promote and advance the College's best interests. The Board may further establish and designate the President's essential job responsibilities in a position description adopted by the Board.

2. Fiduciary Duty

During her employment, the President shall devote substantially all of her professional time, attention, skills and energy to the performance of her responsibilities as President of the College. The President shall perform such responsibilities professionally, in good faith, and to the best of her abilities.

F. EVALUATION

1. Prior to May 1 of each year of this Agreement, the President will propose specific written annual performance goals and proposals for measuring progress in achieving those goals for the following twelve (12) month contract year for review and approval by the Board.

The Board will meet with the President to review the performance goals. The Board will approve and establish the annual performance goals by July 1 of each contract year. Performance goals for the contract year shall be established by the Board in consultation with the President.

2. The President will provide the Board with written status reports measuring her progress towards meeting the annual performance goals. The President will submit the status reports at least once during each six (6) month period of each contract year.
3. The Board will review and evaluate the President's performance before June 30 of each year of this Agreement. In conducting its annual evaluation of the President's performance, the Board

will review and assess the President's overall performance and her successful completion and attainment of the performance goals based upon previously identified, measurable criteria and documented outcomes. A copy of the Board's written annual evaluation will be provided to the President.

G. TERMINATION

1. Termination Due to Disability

The Board shall have the right to terminate the President's employment under this Agreement in the event of a "Disability," which is hereby defined as a mental or physical illness, injury or disability which (i) prevents the President from performing her essential job responsibilities as President of the College for (a) substantially all of the regular working days of any six (6) consecutive month period, or (b) the majority of the regular working days of any twelve (12) consecutive month period, or (ii) is of such a catastrophic nature that it is reasonably certain that the President will be prevented from performing her essential job responsibilities as President of the College for either of the foregoing two periods of time.

2. Mutual Agreement

The President's employment under this Agreement may be terminated at any time by written agreement of the parties.

3. Resignation of the President

The President shall have the right to terminate her employment under this Agreement upon not less than twelve (12) months' prior written notice to the Board, or such shorter notice period as the Board may accept.

4. Notification of Status (Renewal / Non-Renewal)

Not less than 12 months before the expiration of the President's contract, the Board shall notify the President of its intent either to renew or not to renew the contract upon its expiration.

5. Termination by the Board for Cause

The Board shall have the right to terminate the President's employment under this Agreement for "cause" upon the occurrence of any of the following events:

- (a) Any willful, material act of fraud or dishonesty by the President intended to result directly or indirectly in material gain or enrichment for the President at the expense of the College;
- (b) The President being convicted of a felony criminal offense, or of any unlawful act of employment discrimination or harassment, where, in the reasonable judgment of the Board, such conviction is reasonably likely to have a material adverse effect on the President's continued performance of her job responsibilities as President of the College or the interests, status, reputation or goodwill of the College;
- (c) The President's material failure or unwarranted refusal to perform any of her essential job responsibilities as President of the College for any reason other than her disability, provided that the President is given notice of such performance deficiency and fails to remedy such deficiency within thirty (30) days following her receipt of such notice;

(d) The President's material breach of any provision of this Agreement, provided that the President is given notice of such breach and fails to remedy such breach within thirty (30) days following her receipt of such notice; or

(e) Any act or failure to act which seriously and adversely impacts the College, its operations, or best interests and constitutes cause for discharge.

6. Effect of Termination

As of the effective date of the termination of the President's employment for any reason, all rights and obligations of the parties under this Agreement shall immediately cease.

H. INDEMNIFICATION

The Board shall defend, indemnify and hold the President harmless from and against any and all claims, demands, causes of action, suits, proceedings, damages, liabilities, judgments, costs and expenses suffered, sustained or incurred by the President as the result of or arising out of the President's good faith performance of her responsibilities as President of the College and her obligations under this Agreement; provided, however, that the foregoing right of indemnification shall not apply in the case of any claim by the Board or the College alleging that the President has breached one or more of her obligations under this Agreement, unless a court of competent jurisdiction determines that such claim by the Board or the College is without merit. The President shall give prompt notice to the Board of any claim asserted or threatened against her, as well any facts, occurrences or events which could result in a claim being asserted or threatened against her. The parties' rights and obligations under this provision shall survive the termination of the President's employment for any reason.

I. NOTICE

All notices required by this Agreement shall be in writing and delivered as follows:

If to the Board, to:
Oakton Community College
1600 East Golf Road
Des Plaines, IL 60016

Attn: Chair of the Board of Trustees with a copy to:
Oakton Community College
1600 East Golf Road
Des Plaines, IL 60016
Attn: Secretary of the Board of Trustees

If to the President, to:
Dr. Joianne L. Smith
1600 East Golf Road
Des Plaines, IL 60016

or as otherwise directed by a party in a notice issued pursuant to this provision. All notices shall be given personally, or via a national overnight delivery service, or via certified mail, postage prepaid, return receipt requested. A notice delivered personally shall be deemed to have been given on the date on which it is so delivered. A notice sent via a national overnight delivery service shall be

deemed delivered on the next business day following its date of dispatch. A notice sent by certified mail shall be deemed to have been delivered three (3) business days after it is properly deposited in a U.S. Postal Service depository.

J. INTERPRETATION

This Agreement shall be interpreted and enforced in accordance with the laws of the State of Illinois, without reference to its rules governing conflicts of law. The provisions of this Agreement are intended to be interpreted and enforced in a manner which renders them valid and enforceable. In the event that any provision of this Agreement is found to be invalid or unenforceable, such provision shall be modified to the extent and in the manner which a court of competent jurisdiction deems reasonable, and thereupon enforced upon such terms. If any such provision is not so modified, it shall be deemed stricken from this Agreement without affecting the validity and enforceability of any of the remaining provisions hereof.

K. ASSIGNMENT

The rights and benefits of the President under this Agreement are personal to her and may not be assigned or transferred to any other person or entity, except as otherwise expressly provided herein. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the College.

L. BINDING EFFECT

The individuals signing this Agreement on behalf of the Board represent and warrant that this Agreement has been duly authorized by the Board, that the Board has the power and authority to execute this Agreement on behalf of the College, that this Agreement constitutes a legal, valid and binding obligation of the Board and the College, and that this Agreement is enforceable against the Board and the College in accordance with its terms.

M. ENTIRE AGREEMENT/AMENDMENT

This Agreement contains the entire agreement of the parties and supersedes all prior discussions, representations, negotiations, commitments and agreements between the parties with respect to the subject matter hereof. No modification or rescission of this Agreement shall be deemed valid unless in writing and signed by both the Chair, and the Secretary of the Board, and by the President.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the 28th day of June 2022.

PRESIDENT

**BOARD OF TRUSTEES OF COMMUNITY
COLLEGE DISTRICT 535,
COUNTY OF COOK, STATE OF ILLINOIS**

By: _____
Dr. Joianne L. Smith

By: _____
Paul Kotowski, Chair

Authorization to Fund Proposed Trustee Travel

In accordance with Board Policy 1008, members of the Board of Trustees are encouraged to attend regional, state and national functions to enhance education on matters of importance to trustees, and to represent and promote the College. The Board shall approve the travel budget for each trustee for the fiscal year.

JLS:bs
6/2022

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the consolidated trustee plan for fiscal year 2022-2023 attached hereto.”

<u>TRUSTEE</u>	<u>DATES</u>	<u>PURPOSE</u>	<u>LOCATION</u>	<u>TRANS.</u>	<u>LODGING</u>	<u>MEALS</u>	<u>REG.</u>	<u>MISC.</u>	<u>TOTAL</u>
Martha Burns	September 9-10, 2022	ICCTA Seminar and Board Meeting	Springfield, IL	\$250.00	\$250.00	\$100.00	\$150.00	\$20.00	\$770.00
	October 26-29, 2022	ACCT Annual Leadership Congress	New York, NY	\$300.00	\$1,500.00	\$150.00	\$1,235.00	\$50.00	\$3,235.00
	November 11-12, 2022	ICCTA Seminar and Board Meeting	Chicago Suburbs	\$50.00	\$0.00	\$50.00	\$150.00	\$20.00	\$270.00
	February 5-8, 2023	ACCT National Legislative Summit	Washington, DC	\$300.00	\$1,200.00	\$150.00	\$800.00	\$50.00	\$2,500.00
	March 10-11, 2023	ICCTA Seminar and Board Meeting	Chicago Suburbs	\$50.00	\$0.00	\$50.00	\$150.00	\$20.00	\$270.00
	April or May 2023	ICCTA Lobby Day	Springfield, IL	\$250.00	\$250.00	\$100.00	\$0.00	\$30.00	\$630.00
	June 2-3, 2023	ICCTA Annual Convention	Central Illinois	\$250.00	\$250.00	\$100.00	\$175.00	\$50.00	\$825.00
Total:									\$8,500.00
Gail Bush	October 26-29, 2022	ACCT Annual Leadership Congress	New York, NY	\$300.00	\$1,500.00	\$150.00	\$1,235.00	\$50.00	\$3,235.00
	February 5-8, 2023	ACCT National Legislative Summit	Washington, DC	\$300.00	\$1,200.00	\$150.00	\$800.00	\$50.00	\$2,500.00
	Total:								
Paul Kotowski	September 9-10, 2022	ICCTA Seminar and Board Meeting	Springfield, IL	\$250.00	\$250.00	\$100.00	\$150.00	\$20.00	\$770.00
	October 26-29, 2022	ACCT Annual Leadership Congress	New York, NY	\$300.00	\$1,500.00	\$150.00	\$1,235.00	\$50.00	\$3,235.00
	November 11-12, 2022	ICCTA Seminar and Board Meeting	Chicago Suburbs	\$50.00	\$0.00	\$50.00	\$150.00	\$20.00	\$270.00
	February 5-8, 2023	ACCT National Legislative Summit	Washington, DC	\$300.00	\$1,200.00	\$150.00	\$800.00	\$50.00	\$2,500.00
	March 10-11, 2023	ICCTA Seminar and Board Meeting	Chicago Suburbs	\$50.00	\$0.00	\$50.00	\$150.00	\$20.00	\$270.00
	April or May 2023	ICCTA Lobby Day	Springfield, IL	\$250.00	\$250.00	\$100.00	\$0.00	\$30.00	\$630.00
	June 2-3, 2023	ICCTA Annual Convention	Central Illinois	\$250.00	\$250.00	\$100.00	\$175.00	\$50.00	\$825.00
Total:									\$8,500.00
Benjamin Salzberg	September 9-10, 2022	ICCTA Seminar and Board Meeting	Springfield, IL	\$250.00	\$250.00	\$100.00	\$150.00	\$20.00	\$770.00
	October 26-29, 2022	ACCT Annual Leadership Congress	New York, NY	\$300.00	\$1,500.00	\$150.00	\$1,235.00	\$50.00	\$3,235.00
	November 11-12, 2022	ICCTA Seminar and Board Meeting	Chicago Suburbs	\$50.00	\$0.00	\$50.00	\$150.00	\$20.00	\$270.00
	February 5-8, 2023	ACCT National Legislative Summit	Washington, DC	\$300.00	\$1,200.00	\$150.00	\$800.00	\$50.00	\$2,500.00
	March 10-11, 2023	ICCTA Seminar and Board Meeting	Chicago Suburbs	\$50.00	\$0.00	\$50.00	\$150.00	\$20.00	\$270.00
	April or May 2023	ICCTA Lobby Day	Springfield, IL	\$250.00	\$250.00	\$100.00	\$0.00	\$30.00	\$630.00
	June 2-3, 2023	ICCTA Annual Convention	Central Illinois	\$250.00	\$250.00	\$100.00	\$175.00	\$50.00	\$825.00
Total:									\$8,500.00
Bill Stafford	October 26-29, 2022	ACCT Annual Leadership Congress	New York, NY	\$300.00	\$1,500.00	\$150.00	\$1,235.00	\$50.00	\$3,235.00
	February 5-8, 2023	ACCT National Legislative Summit *	Washington, DC	\$300.00	\$1,200.00	\$150.00	\$800.00	\$50.00	\$2,500.00
	Total:								
Marie Toussaint	September 9-10, 2022	ICCTA Seminar and Board Meeting	Springfield, IL	\$250.00	\$250.00	\$100.00	\$150.00	\$20.00	\$770.00
	October 26-29, 2022	ACCT Annual Leadership Congress	New York, NY	\$300.00	\$1,500.00	\$150.00	\$1,235.00	\$50.00	\$3,235.00
	November 11-12, 2022	ICCTA Seminar and Board Meeting	Chicago Suburbs	\$50.00	\$0.00	\$50.00	\$150.00	\$20.00	\$270.00
	February 5-8, 2023	ACCT National Legislative Summit *	Washington, DC	\$300.00	\$1,200.00	\$150.00	\$800.00	\$50.00	\$2,500.00
	March 10-11, 2023	ICCTA Seminar and Board Meeting	Chicago Suburbs	\$50.00	\$0.00	\$50.00	\$150.00	\$20.00	\$270.00
	April or May 2023	ICCTA Lobby Day **	Springfield, IL	\$250.00	\$250.00	\$100.00	\$0.00	\$30.00	\$630.00
	June 2-3, 2023	ICCTA Annual Convention	Central Illinois	\$250.00	\$250.00	\$100.00	\$175.00	\$50.00	\$825.00
Total:									\$8,500.00
Wendy Yanow	October 26-29, 2022	ACCT Annual Leadership Congress	New York, NY	\$300.00	\$1,500.00	\$150.00	\$1,235.00	\$50.00	\$3,235.00
	November 11-12, 2022	ICCTA Seminar and Board Meeting	Chicago Suburbs	\$50.00	\$0.00	\$50.00	\$150.00	\$20.00	\$270.00
	February 5-8, 2023	ACCT National Legislative Summit *	Washington, DC	\$300.00	\$1,200.00	\$150.00	\$800.00	\$50.00	\$2,500.00
	March 10-11, 2023	ICCTA Seminar and Board Meeting	Chicago Suburbs	\$50.00	\$0.00	\$50.00	\$150.00	\$20.00	\$270.00
	April or May 2023	ICCTA Lobby Day **	Springfield, IL	\$250.00	\$250.00	\$100.00	\$0.00	\$30.00	\$630.00
	June 2-3, 2023	ICCTA Annual Convention	Central Illinois	\$250.00	\$250.00	\$100.00	\$175.00	\$50.00	\$825.00
Total:									\$7,730.00

Approval of New Unit of Instruction

Illinois Community College Board (ICCB) rules require the College to submit extensive documentation, including Board of Trustees approval, when a “new unit of instruction” is proposed. The College is proposing a new Supply Chain Automation certificate, a 14-credit hour **Robotics and Vision Technician Certificate**.

The Robotics and Vision Technician Certificate program is intended for individuals who are either seeking entry level employment in industrial automation and robotics, mechatronics, or manufacturing or for individuals already working in the industry but are looking to upskill to include programming and troubleshooting robotic systems. Completers of the Certificate will be eligible for entry level positions in automation, manufacturing, machining, and welding. The Robotics and Vision Technician Certificate program prepares students to follow industrial robotic safety procedures, create and simulate robotic operation programs, integrate machine vision with automation systems, and to develop PLC programs to control the operational sequences of automated processes.

Oakton reviewed an EMSI report for the associated Classification of Instructional Program (CIP) code, Manufacturing and Engineering, so this does include a wide range of similar job titles. According to EMSI there is an expected 5% projected job growth statewide between 2014 and 2024. According to the Bureau of Labor Statistics for this general area, projected job growth within this CIP code varies from 2% decreases to 18% increases nationally, between 2020-2030. In the Chicagoland region, robotic technicians start at \$21/hour (\$43,680/year).

Robotics and Vision Technician Certificate, 14 credit hours

MFT 112	Introduction to Automation	3 credits
MFG 210	Industrial Robotics and Automation	4 credits
MFG 220	Automation Vision Systems	3 credits
MFG 240	Programmable Logic Controllers	4 credits

IL:rw
6/2022

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following new unit of instruction: Robotics and Vision Technician Certificate.”

**Stackability* of the Robotics and Vision Technician Certificate into the Parent Degree:
Supply Chain Automation AAS Degree**

Credential	MFG 102	MFG 112	MFG 120	MFG 135	MFG 210	MFG 220	MFG 225	MFG 240	MFG 245	ELT 101	ELT 107	MEC 220
<i>Robotics and Vision Technician Certificate</i> 14 credits		X			X	X		X				
<i>Supply chain Automation Degree (Major Requirements)</i>	X	X	X	X	X	Elective option	X	X	X	X	X	X

Note: MFG – Manufacturing, ELT – Electronics, MEC – Mechatronics

*The Robotics and Vision Technician Certificate also stacks into the Advanced Mechatronics AAS Degree, Advanced Mechatronics Certificate, Automation Programming Certificate, TMA Advanced Automation Certificate, and the Advanced CNC Certificate.

Acceptance of Grants

Funding totaling \$90,081.51 has been made available to Oakton Community College, subject to acceptance at the June 28, 2022 Board meeting. If the Board so desires, the resolution below will enable the Board to accept all of the following grants in a single resolution.

AG
6/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 accepts the attached resolutions, 06/22-18a through 06/22-18e, for the following grants:

a. Developmental Education Professional Development grant	\$12,828.51
b. Childcare Worker Bonus Grant	\$9,240.00
c. IGEN General Membership grant	\$5,000.00
d. Childcare Restoration Grant	\$27,450.00
e. Gateways to Opportunity-IL Director Credential Competency Grant	\$35,563.00
Total:	\$90,081.51."

Acceptance of the Illinois Community College Board (ICCB), Developmental Education Professional Development Grant

The ICCB awarded Oakton funds to meet the grant goal of providing services that assist with moving students in and through co-requisite focused developmental education and enrollment in gateway/credit-bearing coursework. Oakton will use these funds to support the implementation of professional development support for a pilot model for our Academic ESL program. The pilot model uses an accelerated cohort model which would allow ESL students the opportunity to complete the highest-level ESL course and a section of EGL 101 for non-native speakers (NN) within one 16-week term academic term.

ICCB has awarded Oakton Community College \$12,828.51 in grant funds for this program. The award period is January 1, 2022 through December 31st, 2022. Stacy Cameron and Jessica Pinedo are the grant managers, and Linda Korbel is the administer over the grant.

AG
6/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

"Be it resolved that the Board of Trustees of Community College District 535 accepts the amount of \$12,828.51 to support the ICCB Developmental Education Professional Development grant."

Acceptance of Illinois Department of Human Services and funded through the Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) - Childcare Workforce Bonus Grant

On September 13, 2021, Governor Pritzker announced the Child Care Workforce Bonus (CCWB) program as a one-time bonus to recognize the efforts of child care staff who served and continue to serve children and families in person during the pandemic. This bonus is funded by federal pandemic relief funds and will be administered through the Illinois Department of Human Services and Illinois Network of Child Care Resource and Referral Agencies (INCCRRA). This one-time bonus in the amount of \$9,240 will be distributed to Early Childhood Education employees at the Ray Hartstein Campus within the guidelines stipulated by INCCRRA. Funds must be distributed no later than June 30, 2022.

Monique Hudson, manager of the Early Childhood Development Center will manage the grant, and Marc Battista, Associate Vice President of Workforce Education / Dean of Business and Career Technologies will administer the grant.

AG
6/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

“Be it resolved that the Board of Trustees of Community College District 535 accept \$9,240.00 from the Illinois Department of Human Services and funded through the Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) Child Care Workforce Bonus to recognize employees of the Early Childhood Center at the Ray Hartstein Campus.”

Acceptance of Illinois Secretary of State sub-award through Illinois Green Economy Network (IGEN) - General Members Grant

The Illinois Secretary of State, through a sub-award agreement with Illinois Green Economy Network (IGEN) has awarded Oakton Community College a General Members Grant in the amount of \$5,000.00 to support activities, programs, and projects related to renewable energy and energy efficiency technology-related education and training programming.

The grant period is July 1, 2021 through June 30, 2022. Joe Scifo, Director of Facilities, will administer the grant.

AG
6/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

“Be it resolved that the Board of Trustees of Community College District 535 accept \$5,000.00 from the Illinois Secretary of State Illinois Green Economy Network (IGEN) to support activities, programs, and projects related to renewable energy and energy efficiency technology-related education and training programming at Oakton Community College.”

Acceptance of Illinois Department of Commerce and Economic Development – Child Care Restoration Grant Program

The Department of Commerce and Economic Development in coordination with the Illinois Department of Human Services through a program under the State of Illinois Business Interruption Grant Program and funded through Federal COVID-19 stabilization funds has awarded Oakton Community College a \$27,450 award.

These funds are designed to be meaningful financial supports to help the early childhood infrastructure through the COVID-19 pandemic. This award is available to supplement expenses during the period of January, February, March, April, May, and June 2022.

The grant period is January 1, 2022 through June 30, 2022. Monique Hudson, manager of the Early Childhood Development Center will manage the grant, and Marc Battista, Associate Vice President of Workforce Education / Dean of Business and Career Technologies will administer the grant.

AG
6/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

“Be it resolved that the Board of Trustees of Community College District 535 accept \$27,450 from the Illinois Department of Commerce and Economic Development to offset COVID-19 related impact on the early childhood program at Oakton Community College.”

Acceptance of Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) - Gateways to Opportunity Illinois Director Credential Competency Project Grant

The Illinois Network of Childcare Resource and Referral Agency has awarded Oakton Community College a Gateways to Opportunities-Illinois Director Credential Competency Project Grant in the amount of \$35,563.00 to support the development of a modularized curriculum aligned with Gateways Illinois Director Credential competencies. Faculty will work alongside INCCRRA and collaborate with other faculty from across the state of Illinois to create and build curriculum that will result in the development of a state-system set of competency-based modules. These competency-based modules will be offered by institutions of higher education virtually/online throughout the state once created.

The grant period is May 20, 2022 through December 30, 2022. Marc Battista, Associate Vice President of Workforce Education / Dean of Business and Career Technologies will administer the grant.

AG
6/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

"Be it resolved that the Board of Trustees of Community College District 535 accept \$35,563.00 from the Illinois Network of Childcare Resource and Referral Agency (INCCRRA) to support faculty participation in a statewide effort to modularize and create competency-based courses for students pursuing Gateways Illinois Director aligned credentials at Oakton Community College.