

**The 781st Meeting
of
The Board of Trustees
October 18, 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 September 20, 2022
 - Consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of 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 October 18, 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/95792471777>

To join via telephone: 312-626-6799

Meeting ID: 957 9247 1777

AGENDA

Call to Order and Roll Call

Pledge of Allegiance

Approval of minutes of the September 20, 2022 regular meeting of the Board of Trustees, and joint meeting of the Board of Trustees and the Oakton Educational Foundation Board of Directors

Statement by the President

Educational Foundation Liaison Report

Student Trustee Report

Student Spotlight

Public Participation

Comments by the Chair

Trustee Comments

Report: Infusing Equity into Student Learning Outcomes

NEW BUSINESS

CONSENT AGENDA

- | | | |
|---|----------|---|
| V | 10/22-1a | Approval of Adoption of Consent Agenda |
| R | 10/22-1b | Approval of Consent Agenda Items 10/22-2 through 10/22-7 |
| | 10/22-2 | Ratification of Payment of Bills for September 2022 |
| | 10/22-3 | Acceptance of Treasurer's Report for September 2022 |
| | 10/21-4 | Acceptance of Quarterly Report on Investments |
| | 10/22-5 | Ratification of Actions of the Alliance for Lifelong Learning Executive Board |
| | 10/22-6 | Supplemental Payment of Professional Personnel – Fall 2022 |
| | 10/22-7 | Acceptance of Clinical Practice Agreements |

OTHER ITEMS

- | | | |
|---|----------|---|
| R | 10/22-8 | Authorization to Enter into Contract(s) for Architectural and Design Services |
| R | 10/22-9 | Authorization to Approve October Purchases: <ul style="list-style-type: none">a. Microsoft Office Campus – 3-Year Agreementb. Association of College and University Educators (ACUE) Institutional Teaching Effectiveness Program – 3-Year Contractc. ALEKS Cloud-Based Math Placement Exams and Online Instructiond. Architectural & Engineering Services for Skokie Learning Commonse. Architectural & Engineering Services for Des Plaines Administrative Remodelingf. Architectural & Engineering Services for TenHoeve Wing Remodelingg. ASANA Project Management Solutionh. Ratification and Purchase of Consulting Services |
| | 10/22-10 | Preview and Initial Discussion of Upcoming Purchases |
| R | 10/22-11 | Authorization to Proceed with Energy Purchases |
| R | 10/22-12 | Authorization to Extend Lease of Property |
| R | 10/22-13 | Authorization to Hire a Full-Time, Tenure-Track Faculty Member |
| V | 10/22-14 | Acceptance of Administrator Retirement |
| V | 10/22-15 | Acceptance of Faculty Retirement |
| V | 10/22-16 | First Read of Policy |
| V | 10/22-17 | Acceptance of Grants |

ADJOURNMENT



Minutes of the September 20, 2022 Regular Meeting of the Board of Trustees of Community College District 535

The 780th meeting of the Board of Trustees of Community College District 535 was conducted on September 20, 2022 at Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

At 5:28 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		Absent
Mr. Benjamin Salzberg		Absent
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; and litigation.

Student Trustee Patel made the motion, seconded by Trustee Yanow.

Trustee Bush called the roll:

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

Also present in room 1275 were Dr. Joianne Smith, President; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; Dr. Karl Brooks, CSSO/Vice President for Student Affairs; and Mr. Edwin Chandrasekar, CFO/Vice President for Administrative Affairs.

At 5:56 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 Yanow. 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 6:06 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		Absent
Mr. Stafford		Present
Ms. Toussaint		Present
Mr. Patel	Student Trustee	Present

Also present in room 1506:

Leadership: Dr. Joianne Smith, President; Dr. Karl Brooks, CSSO/Vice President for Student Affairs; Mr. Edwin Chandrasekar, CFO/Vice President for Administrative Affairs; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; Ms. Juletta Patrick Pippen, AVP Student Affairs/Dean of Equity, Access and Diversity; Ms. Katherine Sawyer, Chief Advancement Officer.

Administrators: Dr. Andrea Lehmacher, Director of Marketing; Dr. Ruben Howard II, Director of Workforce Curriculum; Ms. Linda Korbel, Dean of Liberal Arts; Mr. Matt Huber, Dean of Enrollment Management; Dr. Ruth Williams, Assistant VP for Academic Affairs/Dean of Curriculum and Instruction; Dr. Cheryl Warmann, Registrar/Director of Student Financial Support; Mr. Steve Butera, Director of Communications and Media Relations; Dr. Rick Daniels, Director of Student Life and Campus Inclusion; Mr. Prashant Shinde, Chief Information Officer.

Union Leaders: Dr. Suzanne Ziegenhorn, Full-Time Faculty; Dr. Cheryl Thayer, Adjunct Faculty; Ms. Heather Jakob-Short, Classified Staff Association.

Faculty: Dr. Katherine Schuster, Distinguished Professor of Education.

Staff: Ms. Beatriz Sparks, Special Assistant to the Board; Mr. Jonathan McFarlane, Media Services; Ms. Vinita Shah, Media Services.

Students: Michael Perez.

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

Approval of Minutes

Chair Kotowski asked for a motion for the approval of the minutes of the August 16, 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

Condolences

- To the family of Terry Trobec, Professor Emeritus of Biology, who passed away on August 13.
- To Trustee Toussaint on the loss of her mother on August 17.

Congratulations

- To Sr. Financial Aid Advisor, Connie Negron on the birth of a second granddaughter.
- To Provost/VP for Academic Affairs, Dr. Ileo Lott on being selected into the 2022-2023 cohort of the Aspen Rising President's Fellowship.
- To Chief Advancement Officer Katherine Sawyer who was appointed to serve in the Board of Directors of the Association of Governing Boards of Universities and Colleges (AGB).
- To Manager of Student Life and Campus Inclusion, Krissie Harris, who was appointed to serve as Second Ward City Council Member for the City of Evanston. Krissie is a long-time Evanston resident and is a member of several community organizations.
- President Smith recognized the faculty members who traveled to Ghana and Togo this summer as part of the Fulbright-Hays Trip. Katherine Schuster, Coordinator of Global Studies and Co-lead for the trip, presented a gift to the College.

Happenings

- Fall Fest took place on September 7 at the Skokie campus, and September 8 at the Des Plaines campus. We had over 45 clubs/organizations and departments/programs table at each campus. Over 425 students joined in the fun along with over 140 employees.
- President Smith invited the College community to attend and participate in events for LatinX Heritage Month coordinated by the Office of Student Life and Campus Inclusion.
- A Midsummer Night's Dream opened in the Footlik Theater last weekend and performances take place through September 25.
- Distinguished Alumni will be celebrated on September 29 at 6 p.m.

Foundation Liaison Report

The Educational Foundation has raised approximately \$160,000 in private support this fiscal year. Recent gifts of note include:

- A \$10,000 gift from Trustee Emerita Dr. Joan DiLeonardi to open a new endowed scholarship in the name of former Trustee Emory Williams. The scholarship will support students in the Emory Williams Academy for Black Men.
- A \$2,500 gift from former employee Katie Hunt to grow the principal of the endowment she established in her father's name.
- A \$3,000 gift from Mather in Evanston to launch the Mather Scholarship for Health Professionals.
- A \$2,500 gift from Gary and Pat Joyce to continue support of the Joyce Properties Scholarship.

The Foundation Board's quarterly meeting took place on September 7 where the Board approved a \$50,000 budget to hire a campaign feasibility study consultant with an interest in assessing readiness for a major gifts campaign focused on building private donor support for the college's fundraising priorities emerging from the new strategic plan and facilities master plan. The Foundation Board will hold a retreat in November to discuss fundraising priorities and to begin to construct their next strategic plan.

College and Foundation board representatives are also scheduled to review the shared MOU this fall in light of the art collection ownership transfer and for any other updates needed as part of the bi-annual review identified in the agreement.

As indicated during our Joint Board meeting earlier this evening, Trustees are invited to participate in upcoming events in November.

- On November 1, the Foundation will host a Spotlight event on the college's Health Care Programs. Sponsored by NorthShore HealthSystem, the event will begin at 6 p.m. in the Lee Center.
- On Saturday, November 5, the annual Donor Appreciation Brunch will take place in-person in the TenHoeve Center on the Des Plaines campus. Trustees are asked to RSVP for both events with the President's office or Foundation office.

The Foundation Board's next quarterly meeting will take place on December 7.

ICCTA Liaison Report

Trustee Kotowski attended an ICCTA meeting in Springfield on September 9-10. Trustees from all over the state of Illinois gathered at an initial roundtable to discuss pre-selected topics including enrollment strategies. Chair Kotowski shared that the big takeaway from this session is that every single community college in Illinois is facing enrollment challenges, and that he feels confident that Oakton is doing a good job with its marketing strategies, and the elaborate plans with high schools.

The main theme of the meeting was workforce development. COVID-19 has changed the market in significant ways, technology is changing rapidly, and community colleges need to find a way to prepare students to meet the demands of an ever-changing labor market. The biggest concern is access to the labor market now that major employers have decided to relocate. Partnerships with employers and community colleges are crucial, and community colleges should provide students with pathways and stackable credentials. Dr. Charlotte Warren from Lincoln Land Community College advocated for a shift towards competency-based education that is less focused on credit-hours, and based on a pass/fail grading system for technical programs. Many large employers are offering their own certificate programs which creates more competition for community colleges where students can get wrap-around services.

Chair Kotowski also attended the Diversity Committee meeting where they work on formal policy, and ICCTA adopted a neurodiversity inclusion statement (<https://www.communitycolleges.org/mission-vision-dei-anti-racism-and-neurodiversity-inclusion-statements>). The statement was drafted by Maureen Dunne, President of ICCTA/Chair of College of DuPage Board of Trustees. Chair Kotowski indicated that he would like Oakton to adopt a similar statement that fits into the Colleges mission that is geared toward equity, diversity, and inclusion.

A new committee was created for the Future of Work, and it will evaluate the labor market in Illinois to help community colleges.

There were no Illinois legislative updates provided during the meeting, but two important decisions were made regarding federal issues:

- There is a broad consensus that ICCTA would be supporting legislation to earmark MAP grants for community colleges. There will be opposition to legislation allowing MAP grant money to be spent on private schools to avoid predatory practices.
- ICCTA will be supporting changes in the Illinois Open Meetings Act which will allow community colleges local control to decide whether or not board members can attend meetings remotely once Governor Pritzker rescinds the emergency executive order.

The next ICCTA meeting will be on November 11 in Downers Grove, Illinois.

Student Trustee Report

Student Trustee Patel shared that during the Fall Fest event, 34 students signed up for SGA membership. The SGA executive board had their first official meeting on August 29 and they were joined by Dr. David Kendrick, Director of Online Learning. Last week they held a roundtable with different clubs and organizations. More senator positions will be available. SGA is now holding meetings on Wednesdays at 2:30 p.m. Mr. Patel invited trustees to attend events to celebrate Latinx History Month.

Student Spotlight

Michael Perez shared that he is thankful for his Oakton experience where he has been provided a pathway to identify a career.

Comments by the Chair – None

Trustee Comments

Trustee Burns shared that she attended a welcome event for the scholars of the Emory Williams Academy for Black Men on September 10, and indicated that she enjoys opportunities to meet with other black people, especially this cohort that seemed excited about the program. She thanked President Smith for making scholars feel that Oakton is prepared for them. She also thanked Dr. Ileo Lott, Dr. Karl Brooks, Dr. Rick Daniels, Ms. Danielle Terry, Professor Mario Borha, Ms. Patricia Muffoletto, Professor Tracy Fulce, Professor Anita Cotton, Professor Will Crawford, Professor Tina Fakhrid-Deen, and everyone who is involved in Black student success.

Report: Strategic Enrollment Management Update

Matt Huber, Dean of Enrollment Management
 Dr. Andrea Lehmacher, Director of Marketing

Fall 2022 Enrollment Trends

Oakton

Age Group	Fall 2022		Fall 2021		Fall 2020	
	Enrollment	% Change from Previous Year	Enrollment	% Change from Previous Year	Enrollment	% Change from Previous Year
Under 18	734	-5.5%	777	19.2%	652	-17.2%
18-24	4143	0.2%	4136	-11.1%	4655	-7.4%
Over 24	1867	-7.6%	2020	-10.9%	2267	-7.5%

As of 9/19/22

Source: Oakton Institutional Research

The objectives of Strategic Enrollment Management are to understand and influence future enrollment, align goals, strategies and resources around institutional mission and priorities, and ensure institutional and fiscal health. The SEM team works to create strategies that align with the Oakton Experience, and has been able to accomplish milestones on each step of the experience:

- **Enter College Successfully** – Marketing and visibility: website redesign, organic social media, PR/media relations, campus events, brand awareness and lead generation strategies, and targeted digital campaign.

- **Navigate College** – Comprehensive Recruitment Plan: Target X CRM Recruitment Suite, scholarship opportunities, virtual events, Dual Credit, CTC programs, and administrator calling campaign (fall 2022).
- **Grow Academically and Socially** – Enrollment and Academic Processes and Efficiencies: Online forms, multiple measures of placement, priority registration, waitlist, policy audits, and drop for non-payment changes.
- **Transition to Desired Next Step** – Persistence and Student Success: Persistence Project, Black and Latinx Student Success Program, and National Student Clearinghouse data.

Marketing takes the lead in brand recognition and lead generation strategies, driving prospects into the enrollment funnel to start the SEM process. Once a prospective student inquires, SEM partners in Admission, Academic Advising and Financial Assistance follow up to engage the student's interest and complete the enrollment steps to register for classes. The marketing priorities for FY22 included support of the College's goals, and the SEM plan to increase brand awareness and lead generation and reach targeted audiences to connect to the Oakton Experience.

Spotlight: Administrator Calling Campaign for Fall 2022 – Target audience were students enrolled in spring 2022, not yet enrolled in fall 2022, and students eligible to register for fall 2022 classes. 526 students were contacted, and 206 students registered as of 8/15/2022 (39%).

Strategic Enrollment Management and the Vision 2030 Oakton Strategic Plan:

- **Enter College Successfully** – Marketing and visibility: Brand refresh/name change implementation, website continuous improvement, organic social media, and adult focus in traditional and digital strategies.
- **Navigate College** – Comprehensive Recruitment Plan: Adult students, community outreach, early college, pre-major and career pathways, and ReUp Education (stopouts).
- **Grow Academically and Socially** – Enrollment and Academic Processes and Efficiencies: Ongoing policy audits, Banner financial aid, service platform and hours, course scheduling, chatbot in multiple languages.
- **Transition to Desired Next Step** – Persistence and Student Success: Adult students surveys, civic engagement, Caring Campus, and student experience navigators.

The College is reaching adult students with environmental advertising (billboards, bus tails and bus shelters with adult-focused photography and messaging), direct mail (personalized postcards promoting fall classes were sent to 46,900 prospective adult students in the district), 20-second YouTube ads targeting young adults, and website enhancements to better support programmatic marketing.

The Spring 2023 enrollment campaign that will start in October 2022 will adult and healthcare-focused. Brand refresh/reset is scheduled for January 2023. TV commercials will be launched on January 17, 2023 targeting adults, and parents and influencers of high schoolers. The website will continue to be improved with Search Engine Optimization, content strategy and forms to request information.

Spotlight on stopout students (students who started college and left before earning a credential). There are currently 39 million stopout students as of July 2020. Nearly 60% of this population was last enrolled at a community college. Over a third of people aged 20 to 35 who left college without a credential reside in five states: Florida, Illinois, New York, Texas and California.

The College has an agreement with ReUp to meet students where they are today to determine the right course of action to get where they aspire to be through data science, the ReUp technology platform, and coaching provided by ReUp Success Coaches.

Increasing Enrollment of Adult Students

Objective: Develop a student centered, streamlined/efficient process for students requesting credit for prior learning / Goal: Increase the number of Credit for Prior Learning evaluations by 15%.

Strategies:

- Explore the process at other institutions
- Collaborate with Academic Affairs to process map current process; develop ideal process
- Develop and utilize workflow technology (Hyland OnBase) - IT
- Create online forms - IT
- Create webpage - Marketing
- Educate faculty and staff on the new process - particularly in Admission and OATSS
- Promote the process to adult students - Marketing

Public Participation – None

NEW BUSINESS

Discussion on Evanston Local Marketplace

Trustee Burns asked for a moment to talk about the Evanston Local Marketplace, an e-commerce platform that connects Evanston small businesses to consumers, to other business, and to government buyers. Approximately 70,000 products from 17 vendors are available in the marketplace from Chicago-area small businesses. The platform was presented to Oakton for consideration in January 2022, and members of the Board of Trustees and Oakton leadership met with ELM representatives to discuss a potential partnership, and the IT infrastructure require for implementation. After careful consideration, the College team did not recommend the purchase of the product given the challenges of implementation and integration with the Banner system, which would require a significant investment of time and resources.

Trustee Burns wanted clarification on the recommendation; she expressed she is concerned about the procurement process not being inclusive for minority-owned business, and that she feels that the response from the college does not convey accurately what the conversation was with ELM. She indicated the College has the responsibility to historically correct biases against people of color. She requested the Board of Trustees to include this conversation in a future committee of the whole agenda.

Chair Kotowski asked Trustee Stafford to provide a few comments. Trustee Stafford indicated that the College administration is doing what the Board has asked of them, and after the necessary research on ELM was done, the College provided a recommendation. Trustee Stafford shared that he was part of the conversations with the ELM representatives, and was able to see the whole analysis, and he believes that the number of products and vendors provided by the platform is not adequate for Oakton's needs. There is also the matter of costs of implementation which is not currently feasible. Trustee Stafford affirmed that Oakton wants to do equity work, but the Board also has a fiduciary responsibility, and he doesn't believe that ELM brings much to the table at the present moment. Another issue is that there is no guarantee to obtain the lowest price for many services/products, which is one of Oakton's policies in bidding processes.

Trustee Stafford said that the best way to address equity in the procurement process is to do it at the policy level, and not at the administrator level. The Board should not determine what vendors the College is going to utilize, but provide the necessary policies for equitable selection. Finally, Trustee Stafford shared that he supports the College recommendation not to move forward with ELM.

The specific matter of ELM will not be included in a future agenda, but it was determined that a vendor procurement policy discussion will be included in the Committee of the Whole on October 18, 2022. President Smith indicated that any specific questions regarding the ELM recommendation should be addressed to her, and she will work with her administrative team to provide answers.

9/22-1a Approval of Consent Agenda

Student Trustee Patel 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.

9/22-1b Approval of Consent Agenda Items 9/22-2 through 9/22-8

Trustee Yanow offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the following items 9/22-2 through 9/22-8 as listed in the Consent Agenda."

9/22-2 Ratification of Payment of Bills for July 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 \$6,452,153.80 for all check amounts as listed and for all purposes as appearing on a report dated July 2022."

9/22-3 Acceptance of Treasurer's Report for July 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 July 2022."

9/22-4 Ratification of Payment of Bills for August 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 \$6,097,875.68 for all check amounts as listed and for all purposes as appearing on a report dated August 2022."

9/22-5 Acceptance of Treasurer's Report for August 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 August 2022."

9/22-6 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 c as stipulated above, and hereby approves the expenditures in the amount not to exceed \$2,682.00 for all funds listed in items a and b."

9/22-7 Ratification of Payment of Professional Personnel – Fall 2022

"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 fall semester, 2022; the total payment amount is \$2,739,479.04."

"Be if 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 fall semester, 2022; the total payment amount is \$438,487.07."

9/22-8 Acceptance of a Clinical Practice Agreement

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

Human Services: 1 Agreement."

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

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

Ms. Toussaint Aye
 Dr. Yanow Aye

The motion carried. Student Trustee Patel favored the resolution.

9/22-9 Affirmation of Mission, Vision, and Values

Trustee Toussaint offered: "Be it resolved that the Board of Trustees of Community College District 535 hereby affirms the Mission, Vision, and Values Statement attached hereto."

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

9/22-10 Ratification of Board of Trustees Scholarships for 2022-2023

Trustee Burns offered: "Be it resolved that the Board of Trustees of Community College District 535 ratifies the Board of Trustees' Scholarships for the academic year 2022-2023 to Ken Clowie Merginio, James Oh, Henry Pink, Ani Shrestha and Elya Stumbaugh."

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

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

The motion carried. Student Trustee Patel favored the resolution.

9/22-11 Authorization to Approve September Purchases

Trustee Stafford 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>Pages(s)</u>	<u>Description</u>	<u>Vendor and Location</u>	<u>Amount</u>
9/22-11a	1-2	Elevator Maintenance Four-Year Contract	Urban Elevator Service, Inc Cicero, IL	\$68,597.28
9/22-11b	1	Owner's Representative Services - New Master Plan Projects	Cotter Consulting Chicago, IL	\$865,000.00
9/22-11c	1-2	Master Plan Landscape Projects Design and Engineering	Environmental Consulting & Technology, Inc. Lombard, IL	\$145,600.00
9/22-11d	1	Engineering Services for Electrical Switchgear and Booster Pump Replacement	Kluber Inc. Aurora, IL	\$141,970.00
9/22-11e	1	Trainers for MFG-225 Course	TW Controls LLC Roanoke, VA	\$60,000.00
9/22-11f	1	Kubota Tractors	Burriss Equipment Company Waukegan, IL	\$102,738.62

9/22-11g	1	Computer Server Fabric Interconnect Switches	CDW LLC Vernon Hills, IL	\$60,525.40
9/22-11h	1-2	Waste Removal, Recycling Services, Organics Collection	Lakeshore Recycling Systems Rosemont, IL	\$107,651.67
9/22-11i	1	Crowdstrike Cyber Software Rescind Purchase	Crowdstrike, Sunnyvale, CA	(\$114,544.00)
			JensenIT, Des Plaines, IL	\$334,212.33
GRAND TOTAL				\$1,771,751.30

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

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

The motion carried. Student Trustee Patel favored the resolution.

9/22-12 Preview and Initial Discussion of Upcoming Purchases

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

- a. Microsoft Campus Agreement
- b. Baseball Field Repairs
- c. Association of College and University Educators (ACUE) Institutional Teaching Effectiveness Program
- d. Back Wall Monitors
- e. Conference Room Upgrades
- f. ALEKS – Cloud-Based Math Placement Exams and Online Instruction
- g. Design and Engineering Architect Services for Skokie Library
- h. Design and Engineering Architect Services for 1st Floor TenHoeve Center
- i. Design and Engineering Architect Services for Des Plaines 2nd floor Office and Division Suites remodeling
- j. ASANA Project Management Solution

9/22-13 Resolution to Transfer Funds for the Purpose of Future Payment of Post-Retirement Health Care Benefits Costs and Claims

Trustee Stafford offered: “Be it resolved that the Board of Trustees of Community College District 535 hereby approves the following transfer effective for Fiscal Year (FY) 2022: \$8.6 million from the Education Fund to the Retiree Health Insurance Fund for the future payment of OPEB costs and claims.”

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

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

The motion carried. Student Trustee Patel favored the resolution.

9/22-14

Authorization for a Three-Year Partnership Agreement with ReUp Education to Reach Stopout Students

Trustee Yanow offered: "Be it resolved that the Board of Trustees of Community College District 535 authorizes the agreement with ReUp Education, Inc., a Delaware corporation, with its mailing address at 9901 Brodie Lane, Suite 160 #229, Austin, TX 78748 for a period of three years from the date the program term sheet is fully executed."

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

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

The motion carried. Student Trustee Patel favored the resolution.

9/22-15

Resolution Designating Date, Time and Place for Filing Board of Trustees Nominating Petitions

Trustee Kotowski offered:

"WHEREAS, an election is to be held in Community College District No. 535 on April 4, 2023, for the election of two members of the Board of Trustees, each to serve for a term of six years; and,

WHEREAS, the Election Code and the Public Community College Act direct the Board Secretary to perform certain functions with respect to the receipt and filing of nominating petitions and statements of candidacy, or to designate a representative to perform such functions; and,

WHEREAS, the Board finds it convenient and necessary to designate a member of the College staff to represent the Board Secretary in the performance of such functions, and at the request of and with the concurrence of the Board Secretary, the Board desires to designate the Special Assistant to the Board of Trustees as such representative;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 535, COUNTY OF COOK AND STATE OF ILLINOIS, as follows:

Section 1. The place for receiving and filing nominating petitions and statements of candidacy for the election to be held on April 4, 2023 is hereby designated as Room 1500, Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois 60016.

Section 2. Pursuant to the authority conferred by the Public Community College Act, the Board hereby designates the Special Assistant to the Board of Trustees to represent the Board Secretary in the performance of the Board Secretary's duties with respect to the receipt and filing of nominating petitions and statements of candidacy.

Section 3. The first day for filing petitions for positions on the Board of Trustees of Oakton Community College is Monday, December 12, 2022. The designated representative's office will be open for the receipt and filing of nominating petitions, and statements of candidacy between 8 a.m. and 5 p.m., Monday, December 12 through Friday, December 16, 2022, and between 8 a.m. and 5 p.m. on Monday, December 19, 2022, the last day to file nominating petitions.

Section 4. The procedure to be followed by the designated representative of the Board Secretary for the receipt and filing of nominating petitions and statements of candidacy shall be substantially as follows:

- a) The designated representative of the Board Secretary shall receive petitions in the order presented. The designated representative will mark upon each the date and hour received and the numerical order in which they were received. All petitions filed by persons waiting in line as of 8 a.m. on December 12, 2022, shall be deemed filed as of 8 a.m. Petitions filed by mail and received after midnight on December 12, 2022, and in the first mail delivery to Oakton Community College on December 12, 2022 shall be deemed filed as of 8 a.m. on December 12, 2022. All petitions received thereafter shall be deemed filed in the order of actual receipt.
- b) Where two or more petitions are received simultaneously at the opening hour of the filing period, the designated representative of the Board Secretary shall break ties and determine the order of filing by means of a lottery, as provided by the Election Code.
- c) Where two or more petitions are received simultaneously at the last hour of the filing period, the designated representative of the Board Secretary shall break ties and determine the order of filing by means of a lottery, as provided by the Election Code.”

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

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

The motion carried. Student Trustee Patel favored the resolution.

9/22-16 Acceptance of Administrator Resignation

Trustee Bush offered: “Be it resolved that the Board of Trustees of Community College District 535 accepts the resignation of Mr. Roberto Valadez, Interim Director of Admissions and Enrollment Services, effective September 30, 2022.”

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

9/22-17 Approval of New Policy

Trustee Kotowski offered: “Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for approval the proposed new policy 1122 in support of the Oakton College Art Collection, attached hereto.”

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

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

The motion carried. Student Trustee Patel favored the resolution.

9/22-18 Acceptance of Grants

Trustee Stafford offered: “Be it resolved that the Board of Trustees of Community College District 535 accepts the attached resolutions, 09/22-19a through 09/22-19h, for the following grants:

- a. Department of Education AANAPISI Grant \$ 300,000.00

b. ICCB EACE Grant	\$1,955,645.00
c. ICCB CAP-IT Grant	\$ 34,000.00
d. ICCB College Bridge Grant	\$ 220,000.00
e. IL SOS Work Based Skills (Cozzini) Grant.....	\$ 7,879.00
f. IL SOS Work Based Skills (Rivers) Grant	\$ 15,682.00
g. IL SOS Work Based Skills (Trim Tex) Grant	\$ 7,181.00
h. IL SOS Adult Volunteer Literacy Grant.....	\$ 94,532.00
TOTAL	\$2,634,919.00.”

Student Trustee Patel 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 at 6 p.m. on Tuesday, October 18 at the Des Plaines Campus.

Student Trustee Patel made a motion to adjourn the meeting, which was seconded by Trustee Kotowski. A voice vote was called and the meeting was adjourned at 7:54 p.m.

Paul Kotowski, Board Chair

Gail Bush, Board Secretary

Minutes recorded by:
Beatriz Sparks
9/2022



**Minutes of Joint Meeting of the
Oakton Community College Board of Trustees and the
Educational Foundation Board of Directors
September 20, 2022**

A joint meeting of the Board of Trustees of Oakton Community College and the Educational Foundation Board of Directors was held on September 20, 2022 in Room 1610 at 1600 East Golf Road, Des Plaines, Illinois, 60016.

Call to Order and Roll Call

Chair Kotowski called the meeting to order at 4:05 p.m. Trustee Bush called the roll:

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

Also present in Room 1610:

Leadership: Dr. Joianne Smith, President; Ms. Katherine Sawyer, Chief Advancement Officer; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; and Dr. Kelly Becker, Assistant Vice President of Institutional Effectiveness and Strategic Planning.

Administrators: Richard Van Hees, Director of Major and Planned Giving; and Linda Korben, Dean of Liberal Arts.

Educational Foundation Board of Directors Members: Murray Sprung, Carl Costanza, Ruben Howard, August Schaefer, Jeff Coney, and Kate Gallagher.

Staff: Beatriz Sparks, Special Assistant to the Board; Kristin Keramidas, Educational Foundation; Keya Graves, Educational Foundation; Cheryl Valloni, Educational Foundation; Maurae Gilbert McCants, Educational Foundation; Nathan Harpaz, Art Museum Manager; Jonathan McFarlane, Media Services.

Oakton Art Collection

The College has an impressive collection of fine art which has grown to more than 4,000 pieces since 1980, and is valued at over \$6 million.

The Art Collection is owned by the Oakton Educational Foundation, and in 2020 the Foundation's leadership felt it was time to gain a better understanding of this valuable asset, and review the policies, procedures and practices surrounding the Collection, so a team was formed in fall of 2020 to undertake this work.

The presentation summarized the Sub-Committees work over nearly two years. Dean of Liberal Arts Linda Korbel and Dr. Nathan Harpaz, manager and curator of our Koehline Museum, provided an overview of Oakton's Art Collection. Kristin Keramidas provided information about the work done by the art sub-committee with policies and procedures, gift acceptance process for works of art, artwork siting and storage practices, insurance coverage, financial accounting and reporting, and ownership.

Art Collection Transfer Recommendation

Art collection ownership varies by institution, but in most cases, collections are owned by their educational institutions. And regardless of collection ownership, the educational foundations are responsible for in-kind gift acceptance, in accordance with their primary roles of resource development, donor cultivation, and donor stewardship.

The question of ownership was not top-of-mind for the sub-committee at the outset, but as their work progressed, it became clear that transferring ownership of the Collection from the Foundation to the College was a smart move. The Foundation does not retain or own any other physical assets that are gifted for use by the College, and is better positioned to focus on cultivating and managing the financial resources in our care.

Therefore, the art sub-committee recommends that the Collection moves from Foundation ownership to College ownership, and that the Foundation continues to handle gift acceptance of in-kind art donations, including receipting and stewarding of donors.

9/22-1 Approval of Agreement to Assign and Transfer Art Collection

Trustee Bush offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the Agreement to Assign and Transfer Art Collection, attached hereto, between Oakton Community College District 535 and the Oakton Community College Educational Foundation."

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

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

The motion carried.

The Educational Foundation Board of Directors also voted in favor of the resolution.

Adjournment

Chair Kotowski asked for a motion to adjourn the meeting. Trustee Yanow made the motion, which was seconded by Trustee Bush. A voice vote was called and the meeting was adjourned at 4:51 p.m.

Paul Kotowski, Board Chair

Gail Bush, Board Secretary

Minutes recorded by:
Beatriz Sparks
9/2022

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 10/22-2 through 10/22-7

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 10/22-2 through 10/22-7 as listed in the Consent Agenda:

- 10/22-2 Ratification of Payment of Bills for September 2022
- 10/22-3 Acceptance of Treasurer’s Report for September 2022
- 10/22-4 Acceptance of Quarterly Report on Investments
- 10/22-5 Ratification of Actions of the Alliance for Lifelong Learning Executive Board
- 10/22-6 Supplemental Payment of Professional Personnel – Fall 2022
- 10/22-7 Acceptance of Clinical Practice Agreements.”

Ratification of Payment of Bills for September 2022

The check register detailing the regular monthly bills for September 2022 was sent out October 14, 2022. The totals by fund are on page 2. This includes approval of travel reimbursements for September 2022.

Board Chair

Board Secretary

EC:mw
10/2022

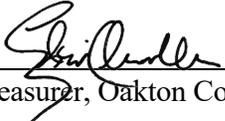
President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

"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 \$7,698,326.95 for all check amounts as listed and for all purposes as appearing on a report dated September 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 September 2022, represented by checks on pages 1-16 numbered !0001784 - !0001800, !0001802 - !0001820, !0001822 - !0001837, !0001839 - !0001850, !0001852 - !0001878, A0158151 - A0158237 and A0158239 - A0158580 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

Fund	Gross Checks Issued			Voided Checks	Total
	Gross Payroll	Accounts Payable	Sub-Total		
Education	\$ 5,173,007.96	\$ 826,411.11	\$ 5,999,419.07	\$ (16,797.25)	\$ 5,982,621.82
Operations, Building and Maintenance Fund	\$ 478,587.69	\$ 128,438.45	\$ 607,026.14	\$ -	\$ 607,026.14
Maintenance Fund (Restricted)	\$ -	\$ 165,179.00	\$ 165,179.00	\$ -	\$ 165,179.00
Bond & Interest	-	-	\$ -	\$ -	\$ -
Auxiliary Enterprise	\$ 317,129.67	\$ 213,549.06	\$ 530,678.73	\$ (1,647.60)	\$ 529,031.13
Restricted purposes	\$ 252,178.02	\$ 85,927.69	\$ 338,105.71	\$ -	\$ 338,105.71
Trust/Agency	\$ -	\$ 12,926.07	\$ 12,926.07	\$ -	\$ 12,926.07
Audit		\$ 41,000.00	\$ 41,000.00		\$ 41,000.00
Liability, Protection & Settlement		\$ -	\$ -	\$ -	\$ -
Social Security/Medicare	\$ -	\$ -	\$ -	\$ -	\$ -
Loan					
TOTALS	\$ 6,220,903.34	\$ 1,473,431.42	\$ 7,694,334.72	\$ (18,444.85)	\$ 7,675,889.87
Student Government	\$ -	\$ 3,992.23	\$ 3,992.23	\$ -	\$ 3,992.23
TOTAL PER REPORT	\$ 6,220,903.34	\$ 1,477,423.65	\$ 7,698,326.95	\$ (18,444.85)	\$ 7,679,882.10

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 1-16 numbered 001839, 001843, 158302, 158337, 158338, 158459, 158459, 158459, 158496 and 158496 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 \$3,992.23 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 September 2022.

Student Government Association

Acceptance of Treasurer's Report for September 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
10/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

"Be it resolved that the Board of Trustees of Community College District 535 receives for filing as a part of the College's official records, the report of the Treasurer for the month of September 2022."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

September 2022

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

Treasurer's Comments on September 2022 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$1.3 million in tuition and fees, \$320,000 for the credit hour grant, \$214,000 in interest earnings, and \$125,000 in literacy state grants. For 2021 Cook County property taxes, which are payable in calendar year 2022, second installment revenue is delayed countywide.

Net cash and investments decreased \$8.8 million from the previous month, as expected.

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

Revenues

At the end of September, revenues were \$30.7 million or 106% of budget, compared to \$27.4 million, or 94% for the previous year. Tuition and fees totaled \$14.3 million year to date, or 115% of the prorated budget. Last year, tuition and fees totaled \$12.1 million or 91% of the prorated budget. Revenues from tuition and fees are recorded as billed. \$13.9 million in property tax revenues have been accrued through September 30th.

Expenditures

The current year's total actual operating expenditures were \$18.7 million. The operating expenditures are \$2.4 million (14.7%) above prior year's actual expenditures of \$16.3 million for the same period. Net transfers total \$1.6 million. Since the College achieved full funding of the Retiree Health Insurance Fund as of June 30, 2022, transfers during fiscal year 2023 are not needed for this fund.

OAKTON COMMUNITY COLLEGE
FINANCIAL POSITION OF FUNDS AS OF
September 30, 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	\$ 5,666	\$ 751	\$ 1,649	\$ 47	\$ 10	\$ (1,472)	\$ -	\$ 685	\$ 981	\$ 8,317
Taxes Receivable	22,686	3,723	-	1,761	-	-	-	47	-	28,217
Student Tuition Receivable	7,031	-	-	-	-	631	-	-	-	7,662
Government Funds Receivable	(17)	-	-	-	-	530	-	41	-	554
Accrued Interest	103	15	16	-	-	4	-	1	41	180
Other Receivables	179	-	-	-	-	136	-	-	-	315
Investments										
Short-term	55,058	7,680	11,100	1,952	-	4,282	-	584	31,033	111,689
Long-term	22,906	3,149	4,053	-	-	376	-	128	7,567	38,179
Due from (to) Other Funds	(17,500)	-	-	(20)	(10)	14,500	-	-	-	(3,030)
Inventories - Prepays	469	-	-	-	49	303	-	-	-	821
Total Current Assets	96,581	15,318	16,818	3,740	49	19,290	-	1,486	39,622	192,904
Net Investment in Plant	-	-	-	-	-	-	105,139	-	-	105,139
Total Assets	\$ 96,581	\$ 15,318	\$ 16,818	\$ 3,740	\$ 49	\$ 19,290	\$ 105,139	\$ 1,486	\$ 39,622	\$ 298,043
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	2,062	2,062
Total Assets and Deferred Outflows of Resources	\$ 96,581	\$ 15,318	\$ 16,818	\$ 3,740	\$ 49	\$ 19,290	\$ 105,139	\$ 1,486	\$ 41,684	\$ 300,105
LIABILITIES AND NET POSITION										
Payables	\$ 1,350	\$ 7	\$ 130	\$ -	\$ -	\$ 43	\$ -	\$ -	\$ -	\$ 1,530
Accrued Interest Payable	-	-	-	-	113	-	-	-	-	113
Deferred Tuition Revenue	-	-	-	-	-	1,297	-	-	-	1,297
Accruals	2,704	267	-	-	-	248	-	-	-	3,219
Bonds Payable	-	-	-	-	47,313	-	-	-	-	47,313
OPEB Liability	-	-	-	-	-	-	-	-	42,906	42,906
Total Liabilities	4,054	274	130	-	47,426	1,588	-	-	42,906	96,378
Deferred Inflows of Resources - Property Taxes	11,973	1,960	-	928	-	-	-	25	-	14,886
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	9,216	9,216
Total Liabilities and Deferred Inflows of Resources	16,027	2,234	130	928	47,426	1,588	-	25	52,122	120,480
Net Position										
Unrestricted	80,553	13,084	16,687	-	-	3,668	-	-	(10,439)	103,553
Restricted	-	-	-	-	-	14,036	-	1,461	-	15,497
Debt Service	-	-	-	2,813	(47,377)	-	-	-	-	(44,564)
Plant	-	-	-	-	-	-	105,139	-	-	105,139
Total Net Position	80,553	13,084	16,687	2,813	(47,377)	17,704	105,139	1,461	(10,439)	179,625
TOTAL LIABILITIES & NET POSITION	\$ 96,580	\$ 15,318	\$ 16,817	\$ 3,741	\$ 49	\$ 19,292	\$ 105,139	\$ 1,486	\$ 41,683	\$ 300,105

**OAKTON COMMUNITY COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
THREE MONTHS ENDED SEPTEMBER 30, 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)	\$ 58,154	\$ 14,539	\$ 13,934	96%	99%
Replacement Tax	1,400	350	604	173%	136%
State Revenue	3,928	982	1,551	158%	175%
Federal Revenue	1,800	450	-	0%	28%
Tuition and Fees	19,154	12,404	14,305	115%	91%
Other	1,009	252	263	104%	71%
TOTAL REVENUES	\$ 85,445	\$ 28,977	\$ 30,657	106%	94%
EXPENDITURES (accrual basis)					
Instructional	\$ 30,557	\$ 7,639	\$ 7,830	102%	91%
Academic Support	19,667	4,917	5,344	109%	97%
Student Services	8,388	2,097	1,643	78%	67%
Public Services	1,314	329	250	76%	68%
Operations and Maintenance	8,053	2,013	1,364	68%	66%
General Administration	7,026	1,757	1,451	83%	73%
General Institutional	310	78	807	1041%	363%
Contingency	1,809	452	-	0%	0%
TOTAL EXPENDITURES	\$ 77,124	\$ 19,281	\$ 18,689	97%	85%
Revenues over (under) expenditures	8,321	9,696	11,968		
Net Fund transfers					
To Retiree Health Insurance Fund	(2,000)	(500)	-		
To O & M Fund (Restricted)	(2,500)	(625)	(625)		
To Auxiliary Fund and Alliance	(2,474)	(619)	(619)		
To Restricted Purpose Fund	(100)	(25)	(25)		
To Liability, Protection & Settlement Fund	(713)	(178)	(178)		
To Social Security/Medicare Fund	(824)	(206)	(206)		
From Working Cash Fund: Interest	290	73	73		
Total Transfers	\$ (8,321)	\$ (2,080)	\$ (1,580)		
Net Revenue over (under) expenditures	\$ -	\$ 7,616	\$ 10,388		

**OAKTON COMMUNITY COLLEGE
REVENUES AND EXPENDITURES
THREE MONTHS ENDED SEPTEMBER 30, 2022**

**AGENDA ITEM 10/22-3
6 of 9**

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget
REVENUES			
Construction Fee	295	171	58%
Interest and Investments Gain/Loss	16	17	106%
Total revenues	311	188	60%
EXPENDITURES			
Landscape Improvements	326	-	0%
Capital Equipment	881	29	3%
Hardware Replacement/Master Keying	750	-	0%
Camera Replacement	250	-	0%
Pedestrian Path	250	-	0%
Automatic Irrigation for Featured Zones	168	-	0%
Courtyards	750	25	3%
Learning Commons RHC	1,600	-	0%
Boiler Replacement	494	-	0%
DP Workplace - Critical Adjacencies/Enabling Moves	1,300	-	0%
Learning Commons DP - Enabling Projects	700	-	0%
Plumbing	350	-	0%
Roofing Replacement-DP	120	-	0%
ADA Compliance	131	-	0%
BAS Upgrades - Skokie	174	-	0%
TenHoeve Wing Remodeling	750	-	0%
Domestic hot water pump	45	-	0%
Switchgear Upgrade	625	-	0%
Baseball Complex Renovations	900	-	0%
Exterior Envelope	110	-	0%
Grounds Roof Replacement	197	6	3%
Parking Lot Upgrades	153	153	100%
Contingency	275	-	0%
Site and Construction	-	65	0%
Total expenditures	11,299	278	2%
Transfer in	-	-	0%
Net	\$ (10,988)	\$ (90)	1%

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,355	\$ 723	53%	41%
Workforce Development	60	6	10%	15%
Copy Center	150	21	14%	6%
Athletics	8	23	288%	200%
Child Care	405	130	32%	28%
PAC Operations	4	-	0%	0%
Campus Scheduling and Events	155	3	2%	0%
Other	118	93	79%	59%
Interest and Investments Gain/Loss	40	8	20%	4%
Total revenues	2,295	1,007	44%	33%
EXPENDITURES				
Bookstore Operating Expenses	\$ 1,425	\$ 238	17%	5%
Workforce Development	302	54	18%	19%
Copy Center	415	116	28%	15%
Athletics	961	264	27%	25%
Child Care	535	119	22%	17%
PAC Operations	100	26	26%	16%
Campus Scheduling and Events	30	2	7%	0%
Auxiliary Services Administration	320	71	22%	16%
Other	479	43	9%	3%
Total expenditures	4,567	933	20%	15%
Transfers in (out)	2,272	568		
Net	\$ -	\$ 642		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
THREE MONTHS ENDED SEPTEMBER 30, 2022**

	Operating Budget (000)	Prorata Budget (000)	Actual (000)	Actual As a % Budget	Last Year
<u>REVENUES</u>					
State Revenue	\$ 529	\$ 132	\$ 146	28%	51%
Tuition and Fees	1,214	304	495	41%	19%
Sale of Materials	2	1	-	0%	0%
Institutional Support					
Evening High School	50	13	36	72%	46%
Other Revenues	85	21	8	9%	20%
Total revenues	<u>1,880</u>	<u>470</u>	<u>685</u>	<u>36%</u>	<u>27%</u>
<u>EXPENDITURES</u>					
Administrative Support	\$ 1,221	305	\$ 219	18%	19%
Instructional Programs					
Allied Health	115	29	7	6%	17%
Job-related	470	118	7	1%	5%
Personal	12	3	3	25%	14%
Emeritus Programs	61	15	7	11%	8%
High School Programs	132	33	15	11%	8%
ESL Programs	70	18	14	20%	13%
Total Programs	<u>860</u>	<u>215</u>	<u>53</u>	<u>6%</u>	<u>9%</u>
Total expenditures	<u>2,081</u>	<u>520</u>	<u>272</u>	<u>13%</u>	<u>15%</u>
Revenue over (under) expenditures	<u>\$ (201)</u>	<u>\$ (50)</u>	<u>\$ 413</u>		
Transfer in	201	50	50		
Net	0	0	463		

OAKTON COMMUNITY COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
THREE MONTHS ENDED SEPTEMBER 30, 2022

	<u>Program Generated Revenue</u>	<u>Revenue Allocated to Programs</u>	<u>Total Revenue and Allocation</u>	<u>Expenditures</u>	<u>Program Net Fav (Unfav)</u>
Activity fees	\$ 259,024				
Interest income	-				
Sub total revenues	<u>259,024</u>				
369901 Student Government Association	(17,055)	0	(17,055)	(5,016)	(22,071)
369919 Skokie Events Team	-	-	-	(10,865)	(10,865)
369943 Japanese Culture Club	51	-	51	-	51
369946 Phi Theta Kappa (PTK)	280	-	280	(1)	279
369972 PAYO	-	-	-	(69)	(69)
Sub Totals	<u>331</u>	<u>-</u>	<u>-</u>	<u>(10,934)</u>	<u>(10,603)</u>
<u>Fund Summary</u>					
Total Revenues	\$ 259,355				
Total Expenditures	(10,934)				
Total Transfers to other funds	-				
Excess revenues over expenditures	<u>248,420</u>				
Net Position 6/30/22	<u>1,283,191</u>				
Net Position, end of period	<u>\$ 1,531,611</u>				

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
SEPTEMBER, 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>
9/14/2022	\$ 694,925.79			\$ 694,925.79		
9/5/2022	\$ 8,241.00		\$ 8,241.00			
	\$ -				\$ -	
TOTAL	\$ 703,166.79	\$ -	\$ 8,241.00	\$ 694,925.79	\$ -	\$ -

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>
9/2/2022	\$ 575,231.69	\$ 241,551.60	\$ 84,407.82	\$ 180,641.80	\$ 68,630.47
	\$ -				
9/16/2022	\$ 567,312.40	\$ 236,408.75	\$ 82,281.07	\$ 177,429.83	\$ 71,192.75
	\$ -				
9/30/2022	\$ 604,128.27	\$ 254,489.89	\$ 88,656.12	\$ 189,151.77	\$ 71,830.49
	\$ -				
	\$ -				
	\$ -				
TOTAL	\$ 1,171,440.67	\$ 490,898.64	\$ 170,937.19	\$ 366,581.60	\$ 143,023.24

Acceptance of Quarterly Report on Investments

Quarter ended September 30, 2022.

At the end of September 2022, the fair market value of investments totaled \$144.5 million compared to \$153.4 million at the end of June and \$139.3 million for the same month of the previous year. The average yield for this quarter (before fair value adjustment) of this year and last year are 2.33% and 2.41% respectively.

Interest income for the three months ending September 2022 and 2021, before fair market value adjustment was \$561,034 and \$114,694, respectively.

The year to date fair market value adjustment is an unfavorable \$455,221 compared to an unfavorable \$108,478 for the same period last year. Fair market adjustment is a reflection of current economic conditions and fluctuating interest rates.

<u>Investments (000)'s</u>	<u>September 30, 2022</u>	<u>June 30, 2022</u>
Certificates of Deposit	\$ 19,625	\$ 25,172
Illinois Funds	36,861	33,791
ISDLAF - Liquid and Max General Fund	6,768	6,539
Chase Savings	1,571	1,509
PMA Sunwest ICS	-	-
2020 Bond Series B	20,123	20,036
PMA Bank of China	-	-
Treasury Notes	44,174	51,196
U.S. Treasury Obligations (GNMA's)	415	451
U.S. Treasury Obligations (FNMA's)	4,518	4,502
Federal Agency Bonds	1,552	1,809
Local Government Funds	3,255	3,286
PMA First American MM	94	148
Huntington MMAX	5,014	5,003
Total	<u>\$ 144,511</u>	<u>\$ 153,442</u>
<u>Fair Market Value Adjustment</u>	<u>FY2023</u>	<u>FY2022</u>
1st Quarter	(455,221)	(108,478)
2nd Quarter		
3rd Quarter		
4th Quarter		
Year to Date	<u>\$ (455,221)</u>	<u>\$ (108,478)</u>

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 acceptance of the Quarterly Report on Investments for filing."

Type of Security: OCC FUNDS	Coupon Rate	Fair Market Value *9	Par Value	Purchase Date	Maturity Date	Rate of Interest	Interest Earnings YTD	Interest Payments Received	Accrued Interest Balance
C-D	0.115%		-	9/2/2020	9/2/2022	0.115%	201	2,318	-
C-D	0.100%		-	9/25/2020	9/26/2022	0.100%	60	64	-
C-D	0.091%		-	1/15/2021	7/15/2022	0.091%	93	3,257	-
C-D	0.121%	2,500,000	2,500,000	1/19/2021	1/19/2023	0.121%	762	-	5,122
C-D	0.150%	497,800	497,800	2/4/2021	2/6/2023	0.150%	188	-	1,232
C-D	0.100%	245,512	249,000	2/16/2021	2/21/2023	0.100%	63	123	29
C-D	0.111%		-	2/19/2021	8/15/2022	0.111%	245	2,783	-
C-D	0.111%		-	3/5/2021	9/6/2022	0.111%	258	2,018	-
C-D	0.121%	1,750,000	1,750,000	3/5/2021	3/6/2023	0.121%	534	-	3,318
C-D	0.111%	498,800	498,800	3/15/2021	3/15/2023	0.111%	140	-	852
C-D	0.110%	249,400	249,400	3/17/2021	3/17/2023	0.110%	69	-	421
C-D	0.111%	2,000,000	2,000,000	3/17/2021	3/14/2023	0.111%	560	-	3,400
C-D	0.110%	244,476	249,199	3/26/2021	3/27/2023	0.110%	69	94	(38)
C-D	0.110%	1,500,000	1,500,000	3/25/2021	3/23/2023	0.110%	416	-	2,473
C-D	0.110%	244,470	249,448	3/29/2021	3/29/2023	0.110%	69	126	(211)
C-D	0.110%	244,395	249,199	3/30/2021	3/30/2023	0.110%	69	188	(151)
C-D	0.110%	244,296	248,950	3/31/2021	3/31/2023	0.110%	69	63	77
C-D	0.100%	249,200	249,200	3/30/2021	3/30/2023	0.100%	63	-	373
C-D	0.120%	1,000,000	1,000,000	4/1/2021	3/30/2023	0.120%	302	-	1,798
C-D	0.050%	243,326	249,249	5/7/2021	5/8/2023	0.050%	31	63	(146)
C-D	0.060%	2,000,000	2,000,000	5/3/2021	4/28/2023	0.060%	302	-	1,690
C-D	0.051%	2,000,000	2,000,000	5/3/2021	10/27/2022	0.051%	257	-	1,436
C-D	0.100%	245,721	249,373	8/18/2021	2/17/2023	0.100%	63	247	(219)
C-D	0.083%		-	8/11/2021	8/11/2022	0.083%	24	207	-
C-D	0.113%	249,400	249,400	8/11/2021	8/11/2023	0.113%	71	-	320
C-D	0.060%	249,700	249,700	8/17/2021	8/17/2023	0.060%	38	-	168
C-D	0.051%		-	8/26/2021	8/26/2022	0.051%	20	126	-
C-D	0.110%	246,600	246,600	8/26/2021	8/28/2023	0.110%	68	-	297
C-D	0.752%	230,449	249,090	12/10/2021	12/10/2024	0.752%	472	-	396
C-D	0.291%	249,200	249,200	1/4/2022	1/4/2023	0.291%	183	-	534
C-D	0.493%		-	3/4/2022	8/31/2022	0.493%	209	606	-
C-D	0.492%		-	3/4/2022	8/31/2022	0.492%	208	606	-
C-D	1.452%	237,998	247,722	3/9/2022	3/11/2024	1.452%	907	1,992	25
C-D	3.040%	1,000,000	1,030,567	8/12/2022	8/14/2023	3.040%	4,206	-	4,206
C-D	3.200%	242,000	249,744	8/15/2022	8/15/2023	3.200%	1,007	-	1,007
C-D	3.052%	245,617	249,000	8/17/2022	2/20/2024	3.052%	916	677	239
C-D	3.204%	240,853	245,000	8/22/2022	8/22/2024	3.204%	839	-	839
C-D	2.997%	235,200	249,318	8/12/2022	8/12/2024	2.997%	1,003	-	1,003
C-D	3.350%	240,934	245,000	9/13/2022	9/13/2024	3.350%	382	-	382
SUBTOTAL CDS		\$ 19,625,347	\$ 19,749,960				\$ 15,438	\$ 15,558	\$ 30,874

TNOTE	0.125%	479,390	500,000	10/30/2020	10/15/2023	0.125%	158	-	314
TNOTE	1.625%	739,658	750,000	4/23/2021	4/30/2023	1.625%	3,072	-	5,103
TNOTE	2.250%	726,329	750,000	4/23/2021	4/30/2024	2.250%	4,253	-	7,066
TNOTE	0.375%	679,512	750,000	4/23/2021	4/30/2025	0.375%	709	-	1,178
TNOTE	2.375%	705,146	750,000	4/23/2021	4/30/2026	2.375%	4,490	-	7,458
TNOTE	0.250%	416,110	445,000	7/25/2021	6/15/2024	0.250%	280	-	204
TNOTE	0.625%	232,481	250,000	11/2/2021	10/15/2024	0.625%	394	-	640
TNOTE	0.270%	497,218	500,000	1/5/2022	1/15/2023	0.270%	340	3,750	(2,759)
TNOTE	0.470%	726,533	750,000	1/5/2022	7/15/2023	0.470%	888	469	2,119
TNOTE	0.650%	710,977	750,000	1/5/2022	1/15/2024	0.650%	1,229	469	3,111
TNOTE	0.366%		-	2/7/2022	8/1/2022	0.366%	802	1,563	-
TNOTE	0.312%		-	3/7/2022	7/6/2022	0.312%	115	1,908	-
TNOTE	0.360%		-	3/7/2022	7/14/2022	0.360%	207	-	-
TNOTE	0.480%		-	3/7/2022	8/31/2022	0.480%	1,427	1,094	-
TNOTE	0.730%	2,985,492	3,000,000	3/7/2022	11/30/2022	0.730%	5,520	-	9,546
TNOTE	0.910%	2,709,501	2,750,000	3/7/2022	2/28/2023	0.910%	6,308	1,719	12,408
TNOTE	1.370%	707,402	750,000	3/7/2022	3/15/2024	1.370%	2,590	938	3,056
TNOTE	0.930%	1,231,348	1,250,000	3/7/2022	3/15/2023	0.930%	2,930	3,125	(2,644)
TNOTE	1.200%	1,203,809	1,250,000	3/7/2022	8/31/2023	1.200%	3,781	781	7,696
TNOTE	1.430%	235,801	250,000	3/8/2022	3/15/2024	1.430%	901	313	1,092
TNOTE	0.372%		-	3/10/2022	7/20/2022	0.372%	102	-	-
TNOTE	1.026%	246,270	250,000	3/10/2022	3/15/2023	1.026%	647	625	(424)
TNOTE	1.366%	240,479	250,000	3/10/2022	9/15/2023	1.366%	861	156	1,444
TNOTE	1.544%	235,801	250,000	3/10/2022	3/15/2024	1.544%	973	313	1,229
TNOTE	0.414%		-	3/15/2022	7/14/2022	0.414%	516	4,457	-
TNOTE	1.695%	235,801	250,000	3/15/2022	3/15/2024	1.695%	1,068	313	1,998
TNOTE	0.600%		-	3/15/2022	8/11/2022	0.600%	1,553	5,494	-
TNOTE	0.610%		-	3/18/2022	9/8/2022	0.610%	877	2,175	-
TNOTE	0.690%		-	3/18/2022	9/30/2022	0.690%	5,652	2,031	-
TNOTE	0.600%		-	3/18/2022	8/15/2022	0.600%	2,647	26,250	-
TNOTE	0.984%	499,903	500,000	4/7/2022	10/6/2022	0.984%	1,240	-	2,372
TNOTE	1.540%	1,245,758	1,250,000	4/25/2022	12/31/2022	1.540%	4,852	-	(4,948)
TNOTE	1.160%	2,008,501	2,010,000	4/29/2022	10/12/2022	1.160%	5,877	-	9,837
TNOTE	1.508%	749,841	756,000	4/29/2022	12/31/2022	1.508%	2,874	-	4,338
TNOTE	1.816%	3,986,602	4,061,000	4/29/2022	3/31/2023	1.816%	18,588	2,538	28,577
TNOTE	1.981%	245,420	250,000	5/4/2022	3/31/2023	1.981%	1,248	156	1,865
TNOTE	1.034%		-	5/25/2022	9/8/2022	1.034%	1,487	2,277	-
TNOTE	1.731%	1,472,520	1,500,000	5/26/2022	3/31/2023	1.731%	6,545	938	8,097
TNOTE	1.145%		-	6/8/2022	9/7/2022	1.145%	5,952	7,937	-
TNOTE	1.610%		-	7/7/2022	9/14/2022	1.610%	3,804	3,845	-
TNOTE	2.111%		-	7/15/2022	9/28/2022	2.111%	9,760	9,853	-

Type of Security: OCC FUNDS	Coupon Rate	Fair Market Value *9	Par Value	Purchase Date	Maturity Date	Rate of Interest	Interest Earnings YTD	Interest Payments Received	Accrued Interest Balance
TNOTE	2.368%	2,247,203	2,250,000	7/15/2022	10/18/2022	2.368%	11,240	-	11,240
TNOTE	2.100%		-	7/15/2022	9/13/2022	2.100%	863	872	-
TNOTE	2.350%	249,214	250,000	7/18/2022	11/8/2022	2.350%	1,191	-	1,191
TNOTE	2.430%	1,995,422	2,000,000	8/29/2022	11/3/2022	2.430%	4,261	-	4,261
TNOTE	2.346%	3,240,913	3,250,000	8/12/2022	11/4/2022	2.346%	10,236	-	10,236
TNOTE	3.056%	472,422	500,000	8/12/2022	2/15/2024	3.056%	2,051	313	1,739
TNOTE	2.583%	2,492,138	2,500,000	9/7/2022	11/8/2022	2.583%	4,069	-	4,069
TNOTE	2.838%	1,242,560	1,250,000	9/8/2022	12/5/2022	2.838%	2,138	-	2,138
TNOTE	3.122%	993,860	1,000,000	9/29/2022	12/7/2022	3.122%	86	-	86
TNOTE	3.280%	3,722,034	3,750,000	9/28/2022	12/21/2022	3.280%	674	-	674
TNOTE	3.450%	481,977	500,000	9/8/2022	9/7/2023	3.450%	1,040	-	1,040
TNOTE	4.165%	480,469	500,000	9/28/2022	9/30/2023	4.165%	114	625	(511)
TNOTE	3.366%	235,801	250,000	9/7/2022	3/15/2024	3.366%	530	313	218
TNOTE	4.194%	231,992	250,000	9/28/2022	9/15/2024	4.194%	57	-	57
TNOTE	4.190%	474,141	500,000	9/28/2022	9/30/2024	4.190%	115	3,750	(3,635)
SUBTOTAL TNOTES		\$ 44,713,743	\$ 45,522,000				\$ 156,183	\$ 91,357	\$ 142,776
ILLINOIS FUNDS (IPTIP)	0.000%	36,861,410	36,861,410	DAILY	DAILY	0.000%	189,931	189,931	-
CHASE (Money Market)	0.000%	1,570,879	1,570,879	DAILY	DAILY	0.000%	1,598	1,598	-
ISDLAF-LIQ+MAX FUND (Money Market)	0.000%	6,767,512	6,767,512	DAILY	DAILY	0.000%	39,334	39,334	-
2020 BOND PROCEEDS	0.000%	20,123,196	20,123,196	DAILY	DAILY	0.000%	87,692	87,692	-
PMA FIRST AMERICAN	0.000%	94,466	94,466	DAILY	DAILY	0.000%	393	393	-
HUNTINGTON MMAX	0.000%	5,013,954	5,013,954	DAILY	DAILY	0.000%	10,706	10,706	-
SUBTOTAL MONEY MKT & SAVINGS		\$ 70,431,417	\$ 70,431,417				\$ 329,656	\$ 329,656	\$ -
GNMA POOL	8.000%	13,552	11,852	1995-1997	2025-2027	8.000%	246	281	(176)
GNMA	8.000%	676	663	12/31/1997	12/31/2027	8.000%	14	14	(3)
GNMA	8.000%	2,607	2,547	12/31/1997	12/31/2027	8.000%	53	54	(6)
GNMA	8.000%	3,909	3,814	12/31/1997	12/31/2027	8.000%	79	81	(12)
GNMA	8.000%	1,477	1,441	12/31/1997	12/31/2027	8.000%	30	31	(6)
GNMA	8.000%	212	206	12/31/1997	12/31/2027	8.000%	4	4	(0)
GNMA	8.000%	1,778	367	12/31/1997	12/31/2027	8.000%	8	37	(141)
GNMA	8.000%	1,094	1,064	12/31/1997	12/31/2027	8.000%	22	23	(3)
GNMA	8.000%	1,800	1,750	12/31/1997	12/31/2027	8.000%	36	37	(5)
GNMA	7.500%	3,547	3,460	4/20/1998	4/20/2028	7.500%	67	68	27
GNMA	7.500%	4,450	4,297	5/20/1998	5/20/2028	7.500%	82	83	30
GNMA	7.000%	3,166	3,076	8/20/1998	5/20/2028	7.000%	56	57	10
GNMA	6.500%	3,620	3,566	10/21/1998	4/20/2028	6.500%	60	61	13
GNMA	6.500%	4,907	4,776	11/18/1998	11/20/2028	6.500%	80	81	26
GNMA	6.500%	4,581	4,472	11/18/1998	10/20/2028	6.500%	76	77	13
GNMA	6.500%	6,569	6,384	1/21/1999	1/20/2029	6.500%	108	110	48
GNMA	6.500%	4,666	4,553	3/23/1999	3/20/2029	6.500%	77	78	18
GNMA	7.000%	5,738	5,553	6/23/1999	5/20/2029	7.000%	100	101	41
GNMA	7.500%	4,513	4,323	8/24/1999	8/20/2029	7.500%	83	83	38
GNMA	8.000%	2,831	2,665	5/22/2000	4/20/2030	8.000%	54	55	16
GNMA	7.000%	3,750	3,604	2/20/2001	2/20/2031	7.000%	65	66	22
GNMA	7.000%	6,306	5,963	5/21/2001	4/20/2031	7.000%	107	108	35
GNMA	6.500%	7,723	7,482	12/20/2001	12/20/2031	6.500%	125	126	38
GNMA	6.500%	6,815	6,554	4/20/2002	4/20/2032	6.500%	109	111	32
GNMA	6.500%	4,597	4,430	6/20/2002	6/15/2032	6.500%	73	73	9
GNMA	6.000%	8,430	8,102	9/23/2002	7/20/2031	6.000%	125	126	(25)
GNMA	5.500%	23,862	22,839	12/19/2002	12/20/2032	5.500%	320	322	104
GNMA	5.500%	23,423	22,568	1/22/2003	1/20/2033	5.500%	318	321	67
GNMA	5.000%	33,401	32,978	6/19/2003	5/20/2033	5.000%	424	428	82
GNMA	5.500%	42,627	40,807	8/20/2003	8/20/2033	5.500%	577	583	241
GNMA	6.000%	31,882	30,097	9/23/2003	8/20/2033	6.000%	460	461	120
GNMA	5.500%	41,588	40,100	11/19/2003	10/20/2033	5.500%	566	570	116
GNMA	5.000%	56,760	55,815	3/23/2004	2/20/2034	5.000%	719	725	344
GNMA	5.000%	38,015	37,379	4/20/2004	3/20/2034	5.000%	477	478	316
GNMA	6.000%	23,329	22,793	6/22/2004	4/15/2029	6.000%	348	349	117
SUBTOTAL GNMAS		\$ 428,200	\$ 412,341				\$ 6,148	\$ 6,263	\$ 1,545
FNMA	2.389%	37,965	38,188	10/18/2017	1/25/2023	2.389%	353	508	(17)
FNMA	2.500%	39,647	40,014	10/20/2017	4/25/2028	2.500%	277	300	89
FNMA	1.875%	274,726	300,000	10/19/2017	9/24/2026	1.875%	1,418	2,813	480
FNMA	2.532%	361,297	371,225	10/25/2017	9/24/2024	2.532%	2,378	2,434	46
FNMA	2.561%	398,496	406,625	10/26/2017	7/25/2024	2.561%	2,803	2,955	(460)
FNMA	2.780%	393,462	409,874	11/14/2017	5/1/2025	2.780%	2,878	2,924	749
FNMA	2.723%	108,656	112,336	1/11/2018	10/25/2024	2.723%	778	838	94
FNMA	2.961%	467,812	457,345	3/28/2018	2/25/2027	2.961%	3,506	3,886	1,316
FNMA	2.902%	75,918	60,254	6/29/2018	1/25/2028	2.902%	447	619	(598)
FNMA	2.961%	-	38,288	7/27/2018	2/25/2027	2.961%	286	-	(295)
FNMA	2.711%	119,996	125,598	11/6/2018	6/25/2025	2.711%	882	916	(813)
FNMA	2.590%	72,447	96,305	1/25/2019	12/25/2024	2.590%	629	489	534
FNMA	3.050%	322,243	343,876	4/30/2019	12/1/2025	3.050%	2,648	2,625	1,207
FNMA	3.135%	68,004	75,000	7/5/2019	10/1/2032	3.135%	593	601	155
FNMA	2.800%	317,458	350,000	7/26/2019	7/1/2029	2.800%	2,470	2,504	(170)
FNMA	2.500%	46,109	50,424	9/17/2019	10/1/2034	2.500%	324	327	109

Type of Security: OCC FUNDS	Coupon Rate	Fair Market Value *9	Par Value	Purchase Date	Maturity Date	Rate of Interest	Interest Earnings YTD	Interest Payments Received	Accrued Interest Balance
FNMA	2.670%	89,188	95,276	9/26/2019	9/1/2026	2.670%	642	652	167
FNMA	2.640%	224,728	250,000	10/25/2019	9/1/2029	2.640%	1,664	1,687	435
FNMA	2.610%	187,519	188,798	1/14/2020	8/1/2023	2.610%	1,245	840	749
FNMA	2.460%	-	0	1/27/2020	1/1/2023	2.460%	-	-	-
FNMA	2.500%	40,942	45,955	3/12/2020	3/1/2035	2.500%	294	290	156
FNMA	2.340%	142,192	146,982	3/16/2020	8/1/2024	2.340%	868	881	226
FNMA	1.160%	175,556	194,825	12/16/2020	1/1/2026	1.160%	570	579	149
FNMA	1.410%	76,628	100,000	4/30/2021	7/1/2032	1.410%	355	360	93
LOCAL GOV - Jackson Sheffield Apartments	1.715%	137,458	148,991	2/25/2022	10/1/2025	1.715%	645	654	13
FNMA	3.444%	143,112	150,000	9/14/2022	12/25/2027	3.444%	226	-	226
FNMA	3.665%	196,930	225,000	9/29/2022	9/25/2028	3.665%	23	-	23
SUBTOTAL FNMAS		\$ 4,518,488	\$ 4,821,179				\$ 29,201	\$ 30,682	\$ 4,666
FED AGENCY (FHLB)	2.500%	67,048	68,652	10/27/2017	5/15/2029	2.500%	452	468	149
FED AGENCY (FHLM)	3.498%	-	(0)	3/27/2018	1/25/2023	3.498%	132	206	(492)
FED AGENCY (FHLM)	4.000%	156,228	160,000	12/10/2018	10/25/2028	4.000%	1,613	1,624	435
FED AGENCY (FHLM)	3.002%	120,830	122,519	5/30/2019	1/25/2024	3.002%	928	927	314
FED AGENCY (FHLM)	2.510%	155,479	155,685	7/30/2019	11/25/2022	2.510%	1,194	1,340	333
FED AGENCY (FHLM)	1.766%	16,371	16,495	2/27/2020	2/25/2025	1.766%	82	90	(189)
FED AGENCY (FHLMC)	1.409%	110,579	125,000	6/11/2020	11/25/2027	1.409%	444	440	150
FED AGENCY (OFDC)	1.320%	401,443	500,000	8/17/2020	3/15/2035	1.320%	1,664	3,300	564
FED AGENCY (FHLMC)	1.500%	80,085	100,000	2/5/2021	10/25/2030	1.500%	378	375	128
FED AGENCY (FHLMC)	1.590%	129,917	150,000	2/23/2021	12/25/2027	1.590%	601	601	181
FED AGENCY (FHLMC)	1.570%	224,137	250,000	2/26/2021	7/25/2032	1.570%	989	981	335
FED AGENCY (FHLMC)	1.590%	89,731	100,000	10/15/2021	4/15/2028	1.590%	401	-	752
SUBTOTAL FED AGENCY		\$ 1,551,849	\$ 1,748,351				\$ 8,878	\$ 10,351	\$ 2,661
LOCAL GOV - NYCT	2.250%	252,119	250,000	10/24/2017	11/1/2022	2.250%	1,418	-	2,848
LOCAL GOV - GMSD	2.720%	200,749	200,000	12/5/2017	5/1/2023	2.720%	1,371	-	2,278
LOCAL GOV - DMUN	3.696%	189,064	200,000	8/30/2018	8/1/2028	3.696%	1,863	3,696	1,247
LOCAL GOV - WCSD	3.200%	48,901	50,000	3/7/2019	1/1/2025	3.200%	403	800	430
LOCAL GOV - NYFA	2.920%	93,619	100,000	6/24/2019	2/1/2027	2.920%	736	1,460	249
LOCAL GOV - BWWB	2.161%	140,228	140,000	11/26/2019	1/1/2023	2.161%	763	1,513	763
LOCAL GOV - MWRD	2.363%	91,826	100,000	11/30/2019	4/1/2027	2.363%	596	-	1,245
LOCAL GOV - MCWA	2.082%	-	-	11/30/2019	9/15/2024	2.082%	354	1,001	-
LOCAL GOV - ABCWA	1.350%	86,793	100,000	6/11/2020	7/1/2027	1.350%	340	675	363
LOCAL GOV - PCT	1.500%	140,630	150,000	8/7/2020	4/1/2025	1.500%	567	-	1,167
LOCAL GOV - SOH	1.145%	61,863	75,000	8/12/2020	8/1/2028	1.145%	216	429	135
LOCAL GOV - SOL	0.650%	127,622	135,000	10/2/2020	6/1/2024	0.650%	221	-	733
LOCAL GOV - HBUH	1.684%	126,777	150,000	5/13/2021	8/1/2028	1.684%	637	1,263	51
LOCAL GOV - MSDO	1.510%	169,359	200,000	5/28/2021	6/15/2028	1.510%	761	-	887
LOCAL GOV - CSU	0.862%	89,894	100,000	7/9/2021	11/1/2025	0.862%	217	-	407
LOCAL GOV - GRSS	1.762%	123,392	150,000	8/25/2021	1/1/2030	1.762%	666	1,322	407
LOCAL GOV - Alabama FAHFA	1.856%	125,058	150,000	10/7/2021	9/1/2029	1.856%	702	1,392	279
LOCAL GOV - Germantown WI SD	1.300%	90,191	100,000	10/26/2021	4/1/2026	1.300%	328	-	716
LOCAL GOV - U of Arizona	0.863%	93,163	100,000	11/10/2021	11/1/2024	0.863%	218	-	407
LOCAL GOV - Coast Comm College District CA	2.231%	81,148	100,000	2/8/2022	8/1/2031	2.231%	562	1,072	358
LOCAL GOV - Yosemite Comm CA Coll Dist	2.082%	133,608	150,000	2/17/2022	8/1/2027	2.082%	787	1,423	502
LOCAL GOV - Columbus OH UNLTD	0.037%	168,558	180,000	5/17/2022	4/1/2032	0.037%	17	909	(884)
LOCAL GOV - Oregon St.	0.037%	144,042	150,000	5/17/2022	5/1/2029	0.037%	14	-	20
LOCAL GOV - New York Dormitory	1.700%	175,965	200,000	6/23/2021	3/15/2027	1.700%	857	1,538	(113)
LOCAL GOV - Multnomah Cnty Ore	1.250%	94,270	110,000	7/15/2021	6/30/2027	1.250%	347	-	(111)
LOCAL GOV - U of Arizona	1.580%	92,175	115,000	7/19/2022	9/15/2030	1.580%	363	-	363
LOCAL GOV - State of Wisconsin	2.501%	114,373	135,000	8/12/2022	5/1/2032	2.501%	453	-	453
SUBTOTAL LOCAL GOV'T		\$ 3,255,383	\$ 3,590,000				\$ 15,777	\$ 18,491	\$ 15,203
TOTAL INVESTMENTS		\$ 144,524,429	\$ 146,275,248				\$ 561,280	\$ 502,358	\$ 197,724

(A) GNMA, FNMA, and other Government bonds pay interest based on previous months balances. Balances continuously decrease as principal is repaid. Therefore interest received

*Average yield as of respecti
** Source Bank Investment F

Three Months Ended September 30th, 2022 and 2021

Security	Quarter				Year to Date				
	2022		2021		2022		2021		
	Earnings	Avg Yield							
GENERAL FUNDS									
Certificate of Deposit	\$ 15,438	0.64%	\$ 31,038	0.65%	\$ 15,438	0.64%	\$ 31,038	0.65%	
Money Market									
Illinois Funds	189,931	2.08%	1,091	0.02%	189,931	2.08%	1,091	0.02%	
Chase Savings	1,598	0.41%	31	0.01%	1,598	0.41%	31	0.01%	
ISDLAF - Liq+Max Fund	39,334	2.25%	93	0.02%	39,334	2.25%	93	0.02%	
2020 Debt Certificates	-		-	0.00%	-		-	0.00%	
2020 Bond Series B	87,692	1.73%	1,008	0.02%	87,692	1.73%	1,008	0.02%	
PMA LGIP -SDA				0.00%				0.00%	
PMA Bank of China SDA	-	0.00%	1,209	0.02%	-	0.00%	1,209	0.02%	
PMA First American	393	1.04%	2	0.01%	393	1.04%	2	0.01%	
PMA Sunwest Bank	-	0.00%	1,228	0.04%	-	0.00%	1,228	0.04%	
Huntington MMAX	10,706	0.85%	378	0.03%	10,706	0.85%	378	0.03%	
PMA Term Series				0.00%				0.00%	
Treasury Notes	156,183	1.17%	13,746	1.27%	156,183	1.17%	13,746	1.32%	
GNMA	5,902	6.75%	7,490	6.75%	5,902	6.75%	7,490	6.75%	
FNMA	29,201	2.30%	34,565	2.52%	29,201	2.30%	34,565	2.52%	
Other Fed Agency Bonds	8,878	2.19%	11,698	2.29%	8,878	2.19%	11,698	2.29%	
Municipal and other Bonds	15,777	1.72%	11,117	2.02%	15,777	1.72%	11,117	2.02%	
Total	\$ 561,034	2.33%	\$ 114,694	2.41%	\$ 561,034	2.33%	\$ 114,694	2.41%	
Fair Mkt Value Adj.	\$ (455,221)	-0.79%	\$ (108,478)	-0.73%	\$ (455,221)	-0.79%	\$ (108,478)	-0.73%	

Codes:

CERTIFICATE OF DEPOSIT	PMA Financial Network- short term certificates of deposit
MONEY MARKET	Illinois School District Liquid Asset Fund
ISDLAF - CITIBANK	Illinois School District Liquid Asset Fund
ISDLAF - LIQ + MAX FUND	Illinois School District Liquid Asset Fund
Illinois Funds	Illinois Public Treasurer's Investment Pool
IMET	Illinois Metropolitan Investment Fund - No Current investment balance-received distribution of liquidating trust proceeds
CHASE	JP Morgan Chase High Yield Account
T-NOTES	U.S. Treasury Notes; 2-10 year maturity.
GNMA and FNMA and Fed A	A share of pooled mortgages guaranteed by the Federal Government
Municipal and other bonds	Bonds issued by local government agencies
PMA - Prudent Man Advisors	PMA Financial Network- Local Government Investment Pool Savings Deposit Accounts
Huntington MMAX	Huntington Bank Money Market

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

The salary payments and rescinds include the following:

- a. Salary payments in the amount of \$292,464.88 for part-time teaching services for the Alliance for Lifelong Learning fall 2022.
- b. Salary rescinds in the amount of \$8,078.75 for part-time teaching services for the Alliance for Lifelong Learning summer/fall 2022.

MB:bd
10/2022

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

"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 \$292,464.88 for all funds listed in item a."

Supplemental Payment of Professional Personnel – Fall 2022

Comparative figures:

**Fall 2022 Part-Time
\$3,305,354.23**

**Fall 2021 Part-Time
\$3,773,987.33**

**Fall 2022 Overload
\$532,240.47**

**Fall 2021 Overload
\$538,466.67**

IL:jg
10/2022

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$565,875.19 to the total amount of part-time teaching salaries paid during the fall semester 2022; the revised total payment amount is \$3,305,354.23.”

“Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$93,753.40 to the total amount of faculty overload salaries paid during the fall semester 2022; the revised total payment amount is \$532,240.47.”

Approval of Clinical Practice Agreements

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

Early Childhood Education

Renewal: This is a renewal agreement for the Early Childhood Education program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement effective August 16, 2022 through August 16, 2027.

Human Services

New: This is a new agreement for the Human Services program. It has been reviewed and approved by the College faculty and administration. This is a five- year agreement effective August 16, 2022 and terminates August 16, 2027.

IL:wh
10/2022

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:

Early Childhood Education: 1 Agreement
Human Services: 1 Agreement."

Authorization to Enter into Contract(s) for Architectural and Design Services

In the fall of 2021, the Administration and Board expressed an interest in expanding the pool of licensed architects who are eligible to provide services for the design and construction of upcoming projects through the Qualifications-Based Selection (QBS) process. QBS is required of most Illinois local government units pursuant to the Architectural, Engineering, and Land Surveying Qualifications Based Selection Act (30 ILCS 535), and Local Government Professional Services Selection Act (50 ILCS 510/). The last QBS process for architects occurred in 2016.

In April 2022, Cotter Consulting assisted the College in actively soliciting proposals from qualified architects with a priority focus on firms located from the local District 535 area and those with MBE/ WBE/ DBE and VBE status. Two separate Requests for Qualifications (RFQs) were issued for major projects (such as the Learning Commons or TenHoeve remodeling), and for smaller administrative remodeling projects, with the intent that more diverse applicants would be qualified to perform this scope of work.

The RFQs were posted to Oakton's website and sent to twenty-one (21) licensed architect firms in the Chicagoland area that are active in the education market. In addition, this list included eleven (11) firms that are designated MBE/ WBE/ DBE in the State of Illinois Business Enterprise Program (BEP) portal. A non-mandatory pre-proposal meeting was held in April and attended by nine (9) firms. Sealed submissions were accepted in May and the College received fourteen (14) proposals (7 for Major Projects, and 7 for Administrative Remodeling Projects). All proposals were evaluated for technical merit by Oakton and Cotter Consulting using the following criteria on a standardized scoring rubric:

- Compliance with Submittal requirements
- Qualifications- Firm Experience
- Qualifications- Key Personnel
- Firm Workload
- Project Approach
- Connection to College, in-district presence and firm and subconsultants diversity

These items are also included in the Illinois Professional Services Selection Act as the basis for evaluation. Three (3) architectural firms with the highest scores were shortlisted as finalists for each RFQ (i.e. total 6 firms), and were invited to interview with the College's selection and review committee in July which included two Board representatives. The committee was provided with a standardized rubric which comprised the following criteria:

- Presentation by architects
- Project Approach
- Access, Equity and Inclusion
- Image and Branding
- Responses to Committee/Participant Q&A

Based on total scores from the committee, UrbanWorks and Woodhouse Tinucci were the highest ranked for Major Projects, and Administrative Remodeling Projects respectively. Oakton engaged in fee and contract negotiations with these firms.

The projects in-scope for both firms are listed below:

UrbanWorks
- Learning Commons

Woodhouse Tinucci
- Divisions and office suites remodeling

While each of these firms is unique in their own way, they all have a strong commitment to the core values of a strong partnership; collaboration, communication, understanding the College's needs, a shared goal of student success and academic excellence, accountability, sustainability, use of minority business enterprises, development of an outstanding brand/image, and a desire to create spaces where people can learn and grow.

EC:jb
10/10/2022

President's Recommendation:

That the Board adopt the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the College to enter into agreements for architectural and design services with

UrbanWorks Ltd, 125 S Clark St, Suite 2070, Chicago 60603 for projects not to exceed \$286,500.00, and,

Woodhouse Tinucci Architects, 230 W Superior 6th Floor, Chicago IL 60654 60603 for projects not to exceed \$227,000.00."

Authorization to Approve October Purchases

Any purchase exceeding \$25,000 requires Board Approval. The following purchases meeting 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 – g” were previewed at the September 2022 Board of Trustees meeting. Item “h” was not previewed and is a partial ratification.

EC:tt
10/2022

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>Pages(s)</u>	<u>Description</u>	<u>Vendor/Location</u>	<u>Amount</u>
10/22-9a	1-2	Microsoft Office Campus - Three-Year Agreement	JensenIT, Inc Des Plaines, IL	\$253,014.74
10/22-9b	1	ACUE Institutional Teaching Effectiveness Program - Three-Year Contract	Association of College University Educators (ACUE) New York, NY	\$47,250.00
10/22-9c	1	ALEKS – Cloud-Based Math Exam Placement and Online Instructions	McGraw-Hill, LLC Chicago, IL	\$60,000.00
10/22-9d	1	Architectural & Engineering Services for Skokie Learning Commons	UrbanWorks, Ltd Chicago, IL	\$286,500.00
10/22-9e	1	Architectural & Engineering Services for Des Plaines Administrative Remodeling	Woodhouse Tinucci Architects Chicago, IL	\$227,000.00
10/22-9f	1	Architectural & Engineering Services for TenHoeve Wing Remodeling	Perkins+Will Chicago, IL	\$65,500.00
10/22-9g	1	ASANA Project Management Solution	Asana, Inc San Francisco, CA	\$72,000.00
10/22-9h	1	Consulting Services Ratification and Purchase	GovTempsUSA, LLC Northbrook, IL	\$62,475.00
			GRAND TOTAL	\$1,073,739.74.”

IN DISTRICT	\$315,489.74
CONSORTIUM	\$ 0.00
BID	\$ 0.00
BID EXEMPT	\$179,250.00
QBS	\$579,000.00

Authorization to Purchase Three-Year Microsoft Office Campus Agreement

The College uses Microsoft Windows as its standard desktop operating system, Windows Server as one of the standard server operating systems, and Microsoft Office as the standard productivity package. There are two options for purchasing Microsoft License (1) “Enrollment for Education Solutions” a program based on Educational Qualified Users, and (2) “Open Value Subscription”, which is based on Full-Time Equivalent (FTEs). Historically, the College has licensed Microsoft products through the Open Value Subscription pricing. The current agreement ends on October 31, 2022.

After reviewing the costs and license features, the Administration is recommending the purchase of a new three (3) year “Open Value Subscription” Agreement, based on the College’s employee FTE count of 672 from IPEDS reporting. The license includes the following products:

- Microsoft Desktop for Education (Microsoft Office and Windows).
- Microsoft Project Professional, and Microsoft Visio Professional.
- Microsoft Office 365 Pro Plus/A1 licenses for the Microsoft Cloud suite for all students and employees.
- Licenses for Microsoft Windows Remote Desktop Services to support remote computer lab access for students.
- For the servers and the datacenter, this purchase includes: 26 two core licenses for Windows Server Standard Edition, 316 two core licenses for virtual hosts running Windows Server Data Center Edition, 17 SQL Server Standard editions with CAL licenses, 12 SQL Server Standard Core licenses, and 8 SQL Server Core Enterprise Edition licenses.
- All software and cloud services in this agreement are provided directly by Microsoft.

The term of this Agreement will extend from November 1, 2022 through October 31, 2025. The cost per FTE is locked in for the full three years. A 3% increase has been taken into consideration with the possible annual increases for the subsequent two years of the Agreement. The Administration is seeking approval for a three-year Agreement for a total not to exceed \$253,014.74.

Agreement Year	Amount
Year 1	\$ 81,857.95
Year 2	\$ 84,313.69
Year 3	\$ 86,843.10
Grand Total	\$253,014.74

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.” The College obtained 2 quotes (one in-district). The lowest quote received for these products was from JensenIT Inc, Des Plaines, Illinois.

JW:tt
10/2022

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 three-year agreement for Microsoft Office from JensenIT, Inc, 1689 Elk Blvd, Des Plaines, Illinois 60016 for a total not to exceed \$253,014.74.”

Authorization to Purchase the Association of College and University Educators (ACUE) Institutional Teaching Effectiveness Program – Three-Year Contract

The Inclusive Teaching for Equitable Learning Micro-credential offered by the Association of College and University Educators (ACUE) is an 8-week, five-module program that takes inclusive teaching and equity-minded teaching and learning practices introduced in ACUE’s Effective Online Teaching Practice to a deeper level. The modules include: managing the impact of bias, reducing microaggressions in learning environments, addressing imposter phenomenon and stereotype threat, creating inclusive learning environments, and designing equity-centered courses.

To be intentional and deliberate in removing equity gaps, the College needs to focus on teaching and learning – which starts in the classroom, where the majority of our students spend their time. The quality of teaching, along with classroom practices and policies, and the learning environment must be evaluated using an equity lens. This ACUE program will aid the College in reducing equity gaps at the course level through a deeper, reflective dive into bias, microaggressions, imposter syndrome, and course design. Thirty-three faculty participants led by a facilitator will progress through these modules in a learning cohort. Participants learn about evidence-based strategies, and then apply them immediately to their own courses. They reflect upon the implementation of these approaches, and share their learning with their fellow cohort members.

The ACUE Inclusive Teaching for Equitable Learning micro-credential is a sole source purchase, and the cost of this three-year contract is \$47,250.00, expiring on December 21, 2025.

Agreement Year	Amount
Year 1	\$15,000.00
Year 2	\$15,750.00
Year 3	\$16,650.00
Grand Total	\$47,250.00

RW:tt
10/2022

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 the Association of College and University Educators (ACUE) Institutional Teaching Effectiveness Program from the Association of College and University Educators, 745 Fifth Avenue, #500, New York, New York, 10151 for an additional three years in the amount of \$47,250.00.”

Authorization to Purchase ALEKS Cloud-Based Math Placement Exams and Online Instruction

ALEKS (Assessment and Learning in Knowledge Spaces) is a web-based, artificially intelligent assessment and learning system that uses adaptive questioning to determine exactly what a student knows and does not know in a math course. It then instructs the student on the topics that they are most ready to learn by providing 24/7 access from virtually any web-based computer. The College uses the ALEKS math placement exam and online instruction modules provided by McGraw-Hill Education.

The cost per student for the math placement test is \$15 with an additional \$5 fee for Respondus which allows for remote testing. Included in the fee are:

- Five assessments available to be taken over the timeframe of one year,
- A customized learning module that responds to those areas where a student performed poorly on an assessment which is available to the students for six months after the completion of the first assessment, and
- Database tools to analyzing results and provide evidence to reconfigure the software.

Approximately 2,000 placement tests are administered per year, and the College is requesting approval for a contract from July 1, 2022 through December 31, 2023 for a total not to exceed \$60,000.00. This product is only available through McGraw-Hill, and is a sole source purchase.

LC:tt
10/2022

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 ALEKS Cloud-Based math Placement Exams and Online Instruction from McGraw-Hill, LLC, 120 S. Riverside Plaza, 12th Floor, Chicago, IL 60606 for a total not to exceed \$60,000.00.”

Authorization to Purchase Architectural & Engineering Services for Skokie Learning Commons

It has been the practice at Oakton that master planning is a continuing process that does not end with approval of the original physical Master Plan or with approval of any subsequent revisions to the plan. Modifications to the Master Plan are periodically needed every five years in response to changing conditions with teaching, learning and supportive services.

One of the projects identified in the new Master Plan refresh is the remodeling of the Skokie library to become the “Learning Commons”. This project combines the Library and Learning Center into one centrally located space and connects first and second floor levels with a new elevator. The Learning Commons will enhance student academic support experience by integrating the services of the library, learning center and student academic computing into one location that offers an engaging space for quiet study, collaboration, creativity and the latest technology.

This project will be led by UrbanWorks, the College’s newly selected QBS architects. UrbanWorks was founded in 1993, and is a minority women-owned business. Clients have included the City of Evanston, City of Chicago, Chicago Park District, Chicago Public Schools, and State of Illinois Capital Development Board (CDB). In 2015, UrbanWorks led the remodeling for Galewood Elementary School located on Chicago’s west side Austin neighborhood. The project included a cutting-edge digital library, developed in concert with the school’s pedagogy to encourage students to configure spaces to suit their needs, teaching them to actively and critically engage their environment.

The scope includes assessment of an elevator, connecting stairwell, value engineering services, updated record drawings from contractor, coordination with commissioning agent. 3-D renderings, full FF&E services, construction administration, full MEP/FP and low voltage structured cabling including phone/data/security including all required conduit/raceway/hangers.

The College is requesting the following:

Base amount (UrbanWorks and subconsultants)	\$282,000
Reimbursables	\$ 2,500
Technology Allowance	<u>\$ 2,000</u>
Total	\$286,500

EC:tt
10/2022

President’s Recommendation:

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Architectural Services for the Skokie Learning Commons project from UrbanWorks Ltd, 125 S Clark St, Suite 2070, Chicago 60603 for a total \$284,500.00 including reimbursables, and an allowance of \$2,000.00 to be held by the College, for a total not to exceed \$286,500.00,”

Authorization to Purchase Architectural & Engineering Services for Des Plaines Administrative Remodeling

As part of the approved new Master Plan, there are multiple enabling projects that need to be completed in preparation for the Learning Commons and TenHoeve Remodeling at Des Plaines. These include the (i) relocation of Institutional Research to Suite 2100 and (ii) faculty support hub office creation in Suite 2800, (iii) Academic Affairs Consolidation + Conference Space.

This project will be led by Woodhouse Tinucci, a renowned architecture firm, and also one of the College's newly selected QBS architects. A recently completed project by the firm was the Robert Crown Community Center which features an indoor multi-sport athletic space, along with meeting spaces and multipurpose community rooms. Other projects include Northwestern University Kellogg School of Management Dean's Suite, and the University of Chicago Harris School of Public Policy Keller Center. The firm received the 2018 AIA (American Institute of Architects) Chicago Distinguished Building Award for the University of Chicago Logan Center Kilnhouse project, and the 2019 Small Projects Citation of Merit Award from AIA Chicago.

The College is requesting the following:

Base amount (Woodhouse Tinucci and subconsultants)	\$222,000
Reimbursables	<u>\$ 5,000</u>
Total	\$227,000

The Administration is excited to be taking the necessary steps to improve our campus community.

EC:tt
10/2022

President's Recommendation:

That the Board adopt the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Architectural Services for Des Plaines Administrative Remodeling from Woodhouse Tinucci Architects, 230 W Superior 6th Floor, Chicago IL 60654 for a total including reimbursables not to exceed \$227,000.00."

Authorization to Purchase Architectural & Engineering Services for TenHoeve Wing Remodeling

In order to commence work at the Learning Commons at Des Plaines, the College's Foundation office will need to be relocated to the TenHoeve Wing in the former Early Childhood Center space, along with the events scheduling department, and new Small Business Development Center.

This project will be led by Perkins+Will (P+W), which recently assisted the College in completing the development of the new five-year Master Plan. P+W is one of the College's designated architectural firms based on the Quality Based Selection (QBS) process, and provided space utilization analysis, data gathering and prioritization of projects for the institution's 2017-2022 Master Plan. P+W has assisted the College in completing several major initiatives including addressing overcrowding relief and educational programming with the completion of the West End renovations at Des Plaines to relocate administrative offices and address overcrowding in the basement, relocation of the IT data center to address flooding concerns, and additional classrooms to allow for collaborative flexibility. The cost for the project is \$64,300 and a reimbursable allowance not to exceed \$2,200, for a grand total of \$66,500.

The Administration is excited to continue working with P+W to take the necessary steps to improve our campus community.

EC:tt
10/2022

President's Recommendation:

That the Board adopt the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Architectural Services from Perkins+Will, 410 N. Michigan Ave., Suite 1600, Chicago, IL 60611 for a total including reimbursables not to exceed \$66,500.00."

Authorization to Purchase ASANA Project Management Solution

Since November 2021, the College has been utilizing ASANA, which is a project management solution. This program is used by several departments including Academic Affairs, Student Affairs, College Relations, Institutional Effectiveness and Research, and Information Technology. As of September 2022, 49 teams have been created in ASANA to work on over 220 projects.

ASANA facilitates completion of projects by allowing team members to have a common repository for all project documents, providing a platform to discuss project issues, and providing insights on whether teams are on track with their goals and deadlines.

The College had signed a one-year contract with licenses for 80 end users. The one-year contract will be expiring November 1, 2022. Based on the current utilization, the College would like to continue utilizing ASANA for project management purposes for an additional three years for a total of \$72,000.00.

The Administration is seeking board approval to purchase the ASANA Project Management Solution in the amount of \$72,000.00. 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:tt
10/2022

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 ASANA Project Management Solution from Asana, Inc, 633 Folsom Street, Suite 100, San Francisco, CA 94107 in the amount of \$72,000.00."

Authorization for the Ratification and Purchase of Consulting Services

The College relies on the Students Affairs Division to assist and engage Oakton’s students to achieve their educational goals. The position for the Director of Admission and Enrollment was recently vacated through a retirement, and an interim Director was hired in June 2022. The interim Director left the role and the College on October 6, 2022.

In order to provide business continuity for the Student Affairs Division, and to continue support for new and current students, the College Administration is seeking approval for a consulting services agreement with GovTempsUSA, LLC to provide interim assistance while the College launches a search to permanently fill the role. Through GovTemps, Dr. Ashley Knight will serve as the consultant in the role of interim Director of Admission and Enrollment.

The anticipated contract period is from October 4, 2022 to February 2, 2023 with the breakdown as follows:

		<u>Amount not to Exceed</u>
Ratification	October 4-18	\$7,350.00
Purchase	October 19-February 2	\$55,125.00

CH:tt
10/2022

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 ratification of consulting services performed from October 4, 2022 to October 18, 2022 in an amount not to exceed \$7,350.00.”

“Be it further resolved that the Board of Trustees of Community College District 535 authorizes the purchase of consulting services from October 19, 2022 to February 4, 2023 in an amount not to exceed \$55,125.00,

for a grand total of \$62,475.00 from GovTempsUSA, LLC, 630 Dundee Road Suite 225, Northbrook, Illinois 60062.”

Preview and Initial Discussion of Upcoming Purchases

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

a) Continuation of Employee Medical, Dental and Vision Insurance – Oakton is a member of the Community College Health Consortium (CCHC). The College’s medical, dental, and vision plans are administered through CCHC and HUB Inc., who serve as CCHC’s brokers. Premiums run for the calendar year January to December. CCHC currently has eight participating institutions - College of DuPage, Kishwaukee Community College, McHenry Community College, Moraine Valley Community College, Oakton Community College, Triton College, Sauk Valley Community College, and Illinois Valley Community College.

The Consortium insured an average of 2,912 employees and 6,614 members as of July 31, 2022, compared to 2,730 employees and 6,349 members for the full calendar year 2021. Kishwaukee was a new addition to the consortium in calendar year 2022. In accordance with Illinois Public Community College Act, Chapter 110, Act 805 (110ILCS 805/3-27.1), purchases made through a consortium are exempt from formal bidding. For the calendar year January 2023 to December 2023, premiums will increase 12.1% and 4.0% respectively for medical and dental premiums, while vision premiums will remain unchanged. The College has received renewal rates for the following:

Plan Provider	2022 Premiums	2023 Premiums
Blue Cross & Blue Shield of Illinois	\$9,000,000	\$10,000,000
Dental Delta Dental of Illinois	\$408,000	\$424,000
Vision VSP, Inc	\$58,000	\$58,000

- (1) The College has four medical plan offerings - PPO, PPO Choice Select, HMO, and Blue Advantage.
- (2) The College offers a standard dental plan.
- (3) The College’s vision plan includes both PPO and HMO participants and fixed rates are guaranteed for 2 years from January 1, 2022 to December 31, 2023.

b) College Rebranding Signage Design Services – The College is undergoing a new image rebranding which consists of identification signage revisions at both Des Plaines and Skokie campuses. Current campus monument and interior identification signage will need to be replaced with remanufactured new messaging. This will require multiple outside contractors to produce and install the new signage. The Administration is seeking board approval to contract with one of our QBS architectural firms, Holabird & Root, for signage design and bidding services in the amount of \$42,000. The construction project early estimate is approximately \$200,000-\$240,000.

c) Printing Non-Credit Class Schedule – In 2019, the Administration recommended a change to the past practice of printing the credit class schedules; moving from a mass distribution of these schedules to a targeted approach aimed at traditional and adult students that utilizes direct mail (magazines and postcards), email, social media, and digital advertising to replace district-wide credit schedule distribution.

For the non-credit class schedule, the Administration still believes that it is in the best interests of the College to continue printing four issues. A bid will be issued in November and is expected to be presented for Board approval in December. The non-credit class schedules will be distributed to residences within the district:

- Issue 1 - Late Spring issue mailed in mid-February – between 32 and 56 pages
- Issue 2 - Summer issue mailed in late-March – between 32 and 56 pages
- Issue 3 - Fall issue mailed early July – between 32 and 64 pages
- Issue 4 - Spring issue mailed in early November – between 32 and 72 pages

d) **Document Imaging and Management System Annual Maintenance Contract and System Upgrades** – Document imaging hardware and software are used to scan, capture, index, retrieve, process, and archive digital images of documents and forms. In June 2013, the Board of Trustees approved a three-year contract for Oakton’s updated document imaging platform: OnBase by Hyland Software, Inc. Oakton’s need for digital imaging services continues to increase. In addition to improving productivity by reducing or eliminating time spent handling, storing, retrieving, distributing, and destroying paper; document imaging systems can improve business process management with workflow tools and enhanced security.

The imaging system is essential to managing the information flow at the College. The Financial Aid office was the first area to migrate to OnBase, and the Registration and Records office is also now fully operational on the new platform. Human Resources, Alliance Payroll, and Accounting have migrated documents. Articulation requests are now also tracked in Hyland. Hyland provides workflow technologies that could potentially assist in automating business processes that are currently manual by nature. Prototypes are being built that can potentially improve productivity and efficiency of end-users while improving student experience at Oakton.

Annually, since 2016, the Board has approved the maintenance contract from Hyland Software, Inc. Annual maintenance for the next contract year, which begins in December, is approximately \$60,214.98. The Administration will also be acquiring additional licenses, hardware, and training as the platform is further developed. The College is seeking approval to expend up to \$85,000 with Hyland Software, Inc. to cover the cost of FY 2022- 2023 maintenance and additional professional licenses and services. The annual maintenance, licenses, hardware, and training are only available through Hyland Software, Inc., the manufacturer of the system, thereby, making this a sole source purchase. In addition, according to 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.”

The Administration plans to present this sole source item to the Board for purchase approval at the November Board meeting.

Authorization to Proceed with Energy Purchases

In June 2018, the Board approved and ratified the future energy contracts for the purchase of gas and electricity. The Administrative Affairs Division, under the Vice President, obtained competitive pricing from a variety of suppliers working with Alfa Energy, the College's energy consultant. Electricity was locked in for 36 months at a fixed rate of \$0.05037 kWh with Constellation from September 2019 to September 2022. Gas purchases were contracted for 36 months with Centerpoint Energy (now called Symmetry Energy Solutions) at \$0.25100/therm from July 2019 to June 2022.

The College administration has been working with its energy consultant, Alfa Energy to review ongoing energy usage and prices. In the energy sector, forward price curves reflect the current price for a commodity on a specified date in the future. The forward prices for natural gas and electricity are at historical highs (see charts below). As part of the College's energy risk management strategy, the College is seeking to hedge exposure to price volatility by locking in a portion of gas and electricity volumes at fixed prices between 12 months to 36 months during the competitive tender offer process.

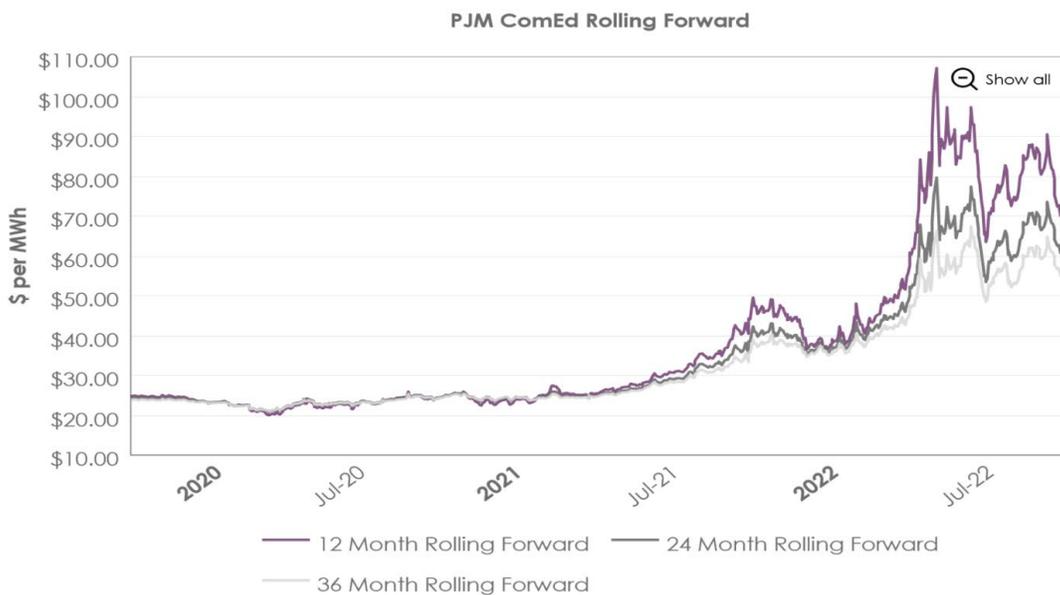
August 2022

With upcoming contract expiration and high volatility in both gas and electric prices, the College recommended short-term hedging strategies with the following:

- Extending current gas contract from July 2022 to October 2022 (known as shoulder months) on an NGL Chicago City Gate index plus \$0.0100 per therm. This contract is set to expire on Oct 31, 2022, and the College will be issuing a tender offer for competitive pricing in October.
- Locking in a 3-month contract from September 2022 to December 2022, at a price of \$0.10854 kWh. The impact will be an incremental \$145,000 over current pricing that the College pays. Similar to gas, a new tender will be issued in October for updated pricing.

October 2022 Update

The College conducted a tender offer on September 2022 to assess pricing for 12, 24- and 36-month forward contracts. As shown in the PJM Rolling forward chart and table below, while electricity prices continue to remain high, they are starting to trend downward compared to the summer.



<i>Supplier</i>	<i>Contract Duration</i>	<i>Unit Rate (\$/Kwh)</i>	<i>Est Annual Cost</i>	<i>Difference</i>
<i>Previous - Constellation</i>	<i>36 Months</i>	<i>0.05037</i>	<i>\$533,793</i>	
<hr/>				
<i>Aggressive</i>	<i>12 Months</i>	<i>0.08791</i>	<i>\$931,621</i>	<i>\$397,828</i>
<i>Constellation</i>	<i>12 Months</i>	<i>0.09057</i>	<i>\$959,810</i>	<i>\$426,017</i>
<i>Champion</i>	<i>12 Months</i>	<i>0.09222</i>	<i>\$977,296</i>	<i>\$443,503</i>
<i>Direct Energy</i>	<i>12 Months</i>	<i>0.08865</i>	<i>\$939,463</i>	<i>\$405,670</i>
<i>Dynegy</i>	<i>12 Months</i>	<i>0.09020</i>	<i>\$955,889</i>	<i>\$422,096</i>
<i>Hudson</i>	<i>12 Months</i>	<i>0.08920</i>	<i>\$945,291</i>	<i>\$411,498</i>
<i>MP2</i>	<i>12 Months</i>	<i>0.08861</i>	<i>\$939,039</i>	<i>\$405,246</i>
<hr/>				
<i>Aggressive</i>	<i>24 Months</i>	<i>0.07813</i>	<i>\$827,978</i>	<i>\$294,185</i>
<i>Constellation</i>	<i>24 Months</i>	<i>0.08058</i>	<i>\$853,941</i>	<i>\$320,149</i>
<i>Champion</i>	<i>24 Months</i>	<i>0.08313</i>	<i>\$880,965</i>	<i>\$347,172</i>
<i>Direct Energy</i>	<i>24 Months</i>	<i>0.07895</i>	<i>\$836,668</i>	<i>\$302,875</i>
<i>Dynegy</i>	<i>24 Months</i>	<i>0.08069</i>	<i>\$855,107</i>	<i>\$321,314</i>
<i>Hudson</i>	<i>24 Months</i>	<i>0.07920</i>	<i>\$839,317</i>	<i>\$305,524</i>
<i>MP2</i>	<i>24 Months</i>	<i>0.08062</i>	<i>\$854,365</i>	<i>\$320,572</i>
<hr/>				
<i>Aggressive</i>	<i>36 Months</i>	<i>0.07329</i>	<i>\$776,686</i>	<i>\$242,893</i>
<i>Constellation</i>	<i>36 Months</i>	<i>0.07553</i>	<i>\$800,424</i>	<i>\$266,631</i>
<i>Champion</i>	<i>36 Months</i>	<i>0.07894</i>	<i>\$836,562</i>	<i>\$302,769</i>
<i>Direct Energy</i>	<i>36 Months</i>	<i>0.07451</i>	<i>\$789,615</i>	<i>\$255,822</i>
<i>Dynegy</i>	<i>36 Months</i>	<i>0.07627</i>	<i>\$808,266</i>	<i>\$274,474</i>
<i>Hudson</i>	<i>36 Months</i>	<i>0.07490</i>	<i>\$793,748</i>	<i>\$259,955</i>
<i>MP2</i>	<i>36 Months</i>	<i>0.07761</i>	<i>\$822,467</i>	<i>\$288,674</i>

Similarly, gas prices have also started to fall and the price of the 12-month strip averaging October 2022 through September 2023 has declined by about \$1 to \$6.448/MMBtu. However working gas storage is still 8% lower than the five-year average. Storage inventory has a significant impact on natural gas prices. Higher inventory levels enable the supply to meet demand, which in turn leads to a drop in gas prices. During winters, when the demand is higher than usual, low inventory levels may lead to higher gas prices.

Estimated Annual Consumption: 187,960

Supplier	Contract Duration	Unit Rate (\$/therm)	Fixed Cost 100%	NGI Basis Index
Current Symmetry	Jul19-Jun 22	0.2510	\$47,178	-0.0230
Symmetry	6 Months	0.7588	\$142,624	0.0160
Symmetry	12 Months	0.6962	\$130,858	0.0160

Symmetry	24 Months	0.6460	\$121,422	0.0160
Symmetry	36 Months	0.6136	\$115,332	0.0160

Contract Start Date: Apr-23

Symmetry	12 Months	0.6142	\$115,445	0.0160
Symmetry	24 Months	0.5817	\$109,336	0.0160
Symmetry	36 Months	0.5683	\$106,818	0.0160

Process

Consistent with past practice, the Board has requested that the College administration use a two-step process for the purchase of electricity and natural gas. In Step 1, the Board of Trustees approves a quantity and not to exceed dollar amount for the purchase of natural gas and electricity. In Step 2, the Board will ratify the actual contracted purchase volumes and prices from the selected energy provider. The quantity and dollar amount in Step two cannot exceed the quantity and dollar amount approved by the Board in step one.

The College administration is now requesting Board approval for step 1 for the following purchases

Electricity – Estimated 12,000,000 kWh hours/year with estimated price per kWh of \$0.08000, total not to exceed \$960,000/year, for up to three years for a total not to exceed \$2,880,000.

Natural Gas – Estimated 200,000 therms/year, with estimated price per therm of \$0.6200, total not to exceed \$124,000/year, for up to three years for a total not to exceed \$372,000.

Note that amounts above do not include distribution charges and required taxes.

Board approval of this resolution will trigger Step two of the process. Alfa Energy will secure pricing for each commodity from multiple vendors. Consortium pricing will be considered if their products meet the College’s specifications. Once pricing is obtained and evaluated, the College administration will work with Alfa to determine the appropriate volumes and contract term to lock-in prices. This final decision will be presented at the November Board Meeting as a ratification of the actual purchases.

President’s Recommendation:

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of future energy purchases and for the College to contract electricity up to 36,000,000 kWh for an amount not to exceed \$2,880,000 and natural gas up to 600,000 therms for an amount not to exceed \$372,000 based on the parameters set forth above.”

Authorization to Extend Lease of Property

Since 1995 from May through November, the College has leased its baseball field to the Chicago North Men’s Senior Baseball League (CNMSBL), a non-profit organization. The CNMSBL is an affiliate of the Men’s Senior Baseball League, a national organization comprised of more than 350 amateur baseball leagues in the United States. This partnership has been mutually beneficial, providing the College with a connection to the local community while allowing the league access to a centrally located baseball field for its membership. With more than 50 local teams in the CNMSBL, an average of 200 games are played annually during the season.

In April 2018, the Board approved a three-year lease agreement with the CNMSBL, followed by an extension to renew the lease for three additional years until 2023. A one-year extension was approved in 2021, and at that time, the College was reviewing extensions annually due to forthcoming baseball field repairs. The repairs were deferred following the adoption of the new Master Plan, and are expected to commence in late 2023. As such, the College is requesting approval for the recently completed 2022 season, and upcoming 2023 season with the payment schedule as follows:

	2022	2023
Use of Baseball Field	\$37,316.00	\$38,062.00
Donation to Athletics	\$9,500.00	\$9,500.00
Donation to the Educational Foundation	\$4,000.00	\$4,000.00
TOTAL	\$50,816.00	\$51,562.00

The terms include:

- Annual rental fee for use of the field;
- Charitable contribution to Oakton Educational Foundation’s Buck and Ora O’Neil Scholarship during the contract period.
- Charitable contribution to Oakton’s Athletics Department during the contract period.
- Reimbursement to the College reasonable expenses incurred for utilities during the contract period.

This longstanding partnership with the CNMSBL extends more than 35 years, and is well aligned with the College’s strategic commitment to the community. In addition to deepening Oakton’s relationships with external organizations, this partnership also builds a sense of social responsibility and engagement among students and employees.

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 extension of lease of property to Chicago North Men’s Senior Baseball League, 4432 N. Clifton 3N, Chicago, IL 60640 for a total of \$102,378.00 through May 2023.”

Authorization to Hire a Full-Time, Tenure-Track Faculty Member

The recommendation to hire Ms. Joanna Soupos to a full-time, tenure-track faculty position in Medical Laboratory Technology for the 2022-2023 academic year, beginning in January 2023, was made after reviewing the College’s need for faculty in Medical Laboratory Technology.

The search began on May, 6, 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 eleven applicants for the Medical Laboratory Technology position. The search committee conducted one virtual interview for this search, and moved this candidate forward for a finalist interview with Ms. Maribel Alimboyoguen, Dean of Health Careers, and Dr. Ileo Lott, Provost and Vice President for Academic Affairs.

Ms. Soupos received her Bachelors of Science Degree in Biology from the University of Illinois Chicago, and is presently an Adjunct Faculty member at Elgin Community College. Her skill set includes analyzing patient samples, QC, surveys, and troubleshooting and performing maintenance on: Dimension Vista 1000T, Dimension RXL, AdviaCentaur XP, ABL800 Flex, ABL80 Flex, Advanced Osmometer Model 3D3, Sysmex XE2100, Sysmex XT-2000i, Sysmex XN 2000, CA1500, ESR-Auto Plus, Triage Meter Plus and Istat. She also holds an ASCP certification.

CH:bv
10/2022

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. Joanna Soupos for the 2022-2023 academic year, beginning January 2023:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step,Base Salary</u>
Ms. Joanna Soupos	Assistant Professor, MLT	A-3 \$55,755.”

Acceptance of Administrator Retirement

Assistant Vice President for Student Affairs/Dean of Access, Equity and Diversity, Juletta Patrick-Pippen has provided the College with her notice of retirement under the provisions of College retirement policies for administrators, effective November 30, 2022.

Ms. Patrick Pippen has served the College in an exemplary manner, and we wish her well in her future endeavors.

CH:nmi
10/2022

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 retirement of Juletta Patrick-Pippen, Assistant Vice President for Student Affairs/Dean of Access, Equity and Diversity effective November 30, 2022.”

Acceptance of Faculty Retirement

Under the provisions of the current Oakton Community College contract (Contract) between the Board of Trustees and the Oakton Community College Faculty Association (OCCFA-IEANEA), the following faculty member has submitted her intent to retire:

<u>Faculty Member</u>	<u>Discipline</u>	<u>Retirement Date</u>
Merilee Slipenko	Professor of Paralegal Studies, Division of Business and Career Technologies	July 31, 2024

The faculty member has met the requirements for retirement under the Oakton Community College Faculty Association contract, Article 15.2. Additionally, Professor Merilee Slipenko is eligible to participate in the Faculty Incentivized Retirement Program.

Professor Merilee Slipenko has served the College in an exemplary manner, and we wish her well in her future endeavors.

CH:nmi
10/2022

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 retirement of Professor Merilee Slipenko.”

First Read of Policy

In spring 2022 the Illinois General Assembly approved Public Act 102-0098, the Student Debt Assistance Act. This legislation requires Illinois colleges and universities to provide an official college transcript regardless of any current or prior debt. In addition, the legislation requires: "Beginning with the 2022-2023 school year, every institution of higher education must have a policy instituting a financial or physical hardship withdrawal process."

Oakton established an administrative withdrawal appeal procedure in 2010. This procedure meets the requirements of legislation. However, to ensure that the college complies with the new statute, Policy 5130 has been developed.

KB:cw
10/2022

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for review Board Policy 5130, attached hereto, with action to take place at the next regularly scheduled Board meeting."

STUDENTS

Hardship Withdrawal

In accordance with the Illinois Student Debt Assistance Act (Public Act 102-0998), students who withdraw from the college due to unforeseen circumstances, may apply for an administrative withdraw. The administrative withdrawal appeal process is the means for Oakton students to be considered for a hardship withdrawal.

Hardships may include, but are not limited to, serious injury or illness; chronic illness; a medical issue of a family member that results in the student becoming a part-time or full-time caretaker of that family member; a mental health condition; a sudden or consistent lack of transportation; or a significant cost of living increase.

Students approved for a hardship withdrawal are encouraged to reenroll when their situation changes. The institution assists such students by providing comprehensive student services.

Acceptance of Grants

Funding totaling \$1,265,182.00 has been made available to Oakton Community College, subject to acceptance at the October 18, 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
10/2022

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, 10/22-17a through 10/22-17c, for the following grants:

a. Illinois Arts Council Visual Arts Program Grant.....	\$ 6,100.00
b. Department of Education TRIO SSS Grant	\$ 300,000.00
c. ICCB PATH Grant.....	\$ 959,082.00
TOTAL	\$1,265,182.00.”

Acceptance of Illinois Arts Council Visual Arts Program Grant

The Illinois Arts Council has awarded Oakton Community College a \$6,100.00 Visual Arts Program-General Operating grant. Funds will support general operating expenses of the Koehnline Museum of Art at Oakton.

The grant period is October 1, 2022 through August 31, 2023.

Nathan Harpaz, Art Museum Manager, will manage the grant, and Linda Korbel, Dean of Liberal Arts, will administer the grant.

AG
10/2022

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 \$6,100.00 from the Illinois Arts Council to support the Koehnline Museum of Art at Oakton Community College."

Acceptance of U.S. Department of Education TRIO Student Support Services Grant

The U.S. Department of Education has awarded Oakton Community College a five-year award to continue supporting the TRIO Student Support Services program. The program, an Oakton mainstay for over 30 years, provides low income, first generation, minority and disabled students, academic advising, tutoring, mentoring, financial aid assistance and transfer assistance to four-year institutions among other services. The overall grant period is 9/1/2020 – 8/31/2025.

This acceptance is for year 3 of the grant which covers a period of time spanning 9/1/2022 – 8/31/2023. The projected yearly award is currently stated as \$300,000.00 per grant year.

Esperanza Salgado-Rodriguez, Manager of TRIO Student Support Services, will act as Project Director. Vice President for Student Affairs, Dr. Karl Brooks will administer the grant.

AG
10/2022

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 \$300,000.00 from the Department of Education to support the TRIO SSS program.”

Acceptance of Illinois Community College Board - Pipeline for the Advancement of the Healthcare Workforce (PATH) Grant

The Illinois Community College Board (ICCB) awarded a Pipeline for the Advancement of the Healthcare Workforce (PATH) Grant in the amount of \$959,082.00 to create, support, and expand the opportunities of individuals in the nursing pathway and select healthcare pathways to obtain credentials and degrees that allow them to enter and/or advance their careers in the healthcare industry. Additionally, this program aims to address the shortage of workers in the healthcare industry that have been exasperated by the COVID 19 pandemic.

The grant period is July 1, 2022 through June 30, 2023.

May Alimboyoguen, Dean of Health Careers will administer the grant.

AG
10/2022

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 \$959,082.00 from the Illinois Community College Board (ICCB) to support and expand opportunities for individuals in the nursing pathway at Oakton Community College.”