

**The 787<sup>th</sup> Meeting  
of  
The Board of Trustees  
April 25, 2023**



## 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.

*Ratified by the Board of Trustees on March 21, 2017 and reaffirmed on September 20, 2022.*

## Land Acknowledgment for Oakton

Oakton is the community's college. We recognize that our community embodies a network of historical connections and contemporary relationships with Native peoples, families, students, and alumni. We continue to live and work on the traditional homelands stolen from many different Native peoples, including but not limited to the **Bodéwadomi (Potawatomi)**, **Ojibwe (Chippewa)**, **Odawaa (Ottawa)**, **Kiikaapoi (Kickapoo)**, **Mamaceqtaw (Menominee)**, **Myaamiaki (Miami)**, **Thakiwaki (Sac and Fox)** and **Hoocągra (Ho-Chunk)** nations. Others have settled and cared for this land from time immemorial. The land of our Des Plaines campus nurtured a large Potawatomi settlement along the Des Plaines River. This was a site of trade, travel, and gathering for many Native people. With the lush forests and vibrant river, these communities flourished in this beautiful land of biodiversity and reciprocity. These lands are still home to many Native people of many nations.

*Approved by the Board of Trustees on December 13, 2022.*



1600 East Golf Road  
Des Plaines, Illinois 60016

Closed Session  
5 p.m.  
Room 1502

## 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 of closed session minutes of March 21, 2023
  - Consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; the purchase or lease of real property for the use of the public body; and pending 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](mailto: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 April 25, 2023.

The meeting will be broadcast on Oakton TV: <https://bit.ly/3IH1AUA>

## AGENDA

- Call to Order and Roll Call
- Pledge of Allegiance
- Land Acknowledgement
- V Approval of minutes of the March 21, 2023 regular meeting of the Board of Trustees
- Statement by the President
- Educational Foundation Liaison Report
- Neurodiversity Liaison Report
- Student Trustee Report

Student Spotlight  
Comments by the Chair  
Trustee Comments  
Public Participation  
Report: Oakton's Student Success & Equity Journey

## **NEW BUSINESS**

### CONSENT AGENDA

- V 4/23-1a Approval of Adoption of Consent Agenda  
R 4/23-1b Approval of Consent Agenda Items 4/23-2 through 4/23-7  
4/23-2 Ratification of Payment of Bills for March 2023  
4/23-3 Acceptance of Treasurer's Report for March 2023  
4/23-4 Acceptance of Quarterly Report on Investments  
4/23-5 Ratification of Actions of the Alliance for Lifelong Learning Executive Board  
4/23-6 Supplemental Authorization to Pay Professional Personnel – Spring 2023  
4/23-7 Approval of Clinical Practice Agreements  
4/23-8 Approval of Agreement with the Northern Illinois Workforce Coalition (NIWC) for Apprenticeship Tuition

### OTHER ITEMS

- R 4/23-9 Authorization to Approve April Purchases  
a. Ambulance Simulator  
b. D2L Learning Management System - Three-Year Renewal  
c. Google Workspace for Education Plus - Three-Year Renewal  
d. Zoom Video Communication - Three-Year Renewal  
e. Duo Multi-Factor Authentication - One-Year Renewal  
f. Chromebook Computers for ECE Program  
g. Interim Contract Staffing Services for Financial Aid  
4/23-10 Preview and Initial Discussion of Upcoming Purchases  
R 4/23-11 Acceptance of Settlement Agreement with a Former College Employee  
R 4/23-12 Approval of New Unit of Instruction  
R 4/23-13 Approval of New Policy  
V 4/23-14 First Read of Policy Revisions

## **ADJOURNMENT**



**Minutes of the March 21, 2023 Regular Meeting of the Board of Trustees of Community College District 535**

The 786<sup>th</sup> meeting of the Board of Trustees of Community College District 535 was conducted on March 21, 2023 at the Des Plaines campus of Oakton College, 1600 East Golf Road, Des Plaines, Illinois.

**Closed Session – Call to Order and Roll Call**

At 5:15 p.m. in room 1502, Chair Paul Kotowski called the meeting to order.

Trustee Bush called the roll:

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

Chair Kotowski asked for a motion to go into closed session under the exceptions to the Illinois Open Meetings Act, with the purpose of reviewing closed session minutes of February 21, 2023; and considering the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, and pending litigation.

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

Trustee Bush called the roll:

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

Also present in room 1502 were Dr. Joianne Smith, President; Dr. Karl Brooks, CSSO/Vice President for Student Affairs; Mr. Edwin Chandrasekar, CFO/Vice President for Administrative Affairs; Dr. Colette Hands, CHRO; and Dr. Ileo Lott, Provost/Vice President for Academic Affairs.

At 6:05 p.m., Chair Kotowski made a motion to adjourn the closed session meeting. which was seconded by Student Trustee Patel. 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 6:13 p.m. in room 1506.

Trustee Bush called the roll:

Mr. Kotowski	Chair	Present
Dr. Yanow	Vice Chair	Present
Dr. Bush	Secretary	Present
Ms. Burns		Present
Mr. Salzberg		Present
Mr. Stafford		Present
Ms. Toussaint		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; Edwin Chandrasekar, Vice President for Administrative Affairs; Dr. Colette Hands, CHRO; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; Katherine Sawyer, Chief Advancement Officer.

Administrators: May Alimboyoguen, Dean of Health Careers; Marc Battista, Associate Vice President of Workforce Education/Dean of Business and Career Technologies; Anne Brennan, Assistant VP for Academic Affairs and College Transitions; Dr. Rick Daniels, Director of Student Life and Campus Inclusion; Jeff Hoffmann, Chief of Police; Matt Huber, Dean Enrollment Management; Dr. Jesse Ivory, Dean of Adult & Continuing Education/Dean of the Skokie Campus; Jake Jeremiah, Dean of Library; David Kendrick, Director of Online Curriculum and Instruction; Linda Korbel, Dean of Liberal Arts; Dr. Andrea Lehmacher, Director of Marketing; Joseph Scifo, Director of Facilities; Prashant Shinde, Chief Information Officer; Dr. Cheryl Warmann, Registrar/Director of Student Financial Support; Daniel Weber, Registrar/Director of Registrar Services; Ella Whitehead, Assistant Director of Enrollment for Equity Outreach; Dr. Ruth Williams, Assistant VP for Academic Affairs/Dean of Curriculum and Instruction; Andy Williams, Controller.

Union Leaders: Jennifer Crowley, Classified Staff Association; Mary Hope Griffin, Adjunct Faculty Association; Suzanne Ziegenhorn, Full-Time Faculty Association.

Faculty: James Humenik, Law Enforcement; Khursheed Ichhaporia, Biology; Louis Martinez, Law Enforcement; Michael Mauritzen, English; Michelle Oh, Library; Bill Strond, Biology.

Staff: Ewa Lyczewska, Communications; Vinita Shah, Media Services; Beatriz Sparks, Special Assistant to the Board.

Students: Danae Hudson; Lucia Zdenahlik.

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

**Land Acknowledgment** – Trustee Bush read the Land Acknowledgment.

### **Approval of Minutes**

Chair Kotowski asked for a motion for the approval of the minutes of the February 21, 2023 regular meeting of the Board of Trustees.

Student Trustee Patel made the motion which was seconded by Trustee Kotowski. A voice vote was called and the minutes were unanimously approved.

### **Statement by the President**

President Smith welcomed Mary Hope Griffin as the new president of the Adjunct Faculty Association, and Jennifer Crowley as the new president of the Classified Staff Association. She also thanked Heather Jakob-Short for her years of service to the CSA.

### Condolences

- To Distinguished Professor of Psychology, Dr. Michelle James on the passing of her husband, Ben Gray.
- To WEI Project Manager, Juleya Woodson on the passing of her grandmother, Ada.
- To Instructor of Mathematics, Doug Lewit on the passing of his mother.
- To Chair of Engineering and Distinguished Professor of Mechanical Design & Mathematics, Joe Kotowski on the passing of his father Cas (who was also an Oakton adjunct faculty member).

### Congratulations

- Oakton College was presented with a Community Enhancement Award at the Des Plaines Mayor's Address to Business on March 1 to mark the completion of the five-year facilities master plan — modernizing its Des Plaines campus with sustainable, student-centered upgrades that create inclusive learning spaces. In addition, Oakton was recognized for opening the cannabis cultivation lab, the first such learning facility on an Illinois community college campus.

- The Oakton Marketing and Communications team won 11 awards in the 38<sup>th</sup> Educational Advertising Awards. Over 2,000 entries were received from over 1,000 colleges, universities, and secondary schools from all 50 states and numerous foreign countries.
- Oakton College has earned the Military Friendly School designation for the eighth consecutive year. The distinction honors colleges, universities and trade schools that are doing the most to embrace America's military service members and veterans as students and ensure their success on campus. Oakton received a Silver Award for the 2023-2024 year.
- The Women's Basketball team had a wonderful season. Although they didn't make it to the National Championship, we are very proud of them.

### Happenings

- PTK Spring Induction Ceremony was held on March 2. Thank you to trustees Bush and Yanow for attending. Next month we will be honoring our PTK chapter and advisors with awards that will be presented to them at the Annual Catalyst Convention.
- Over 265 participants attended the Toddler Infant Conference on March 4. This is an opportunity to bring together early childhood educators to Oakton.
- Oakton hosted a return to in-person Oakton Regional Science Olympiad on March 11 with 9 middle schools and 12 high schools making up 21 varsity teams and 13 junior varsity teams for an estimated 600 students, teachers, volunteers, and families.
- This week, the ADRC and Admission departments will host their Diversability Admission event for prospective students.
- March is Women's History Month. Several events have been coordinated by the Center for Campus Inclusion and Diversity, the Oakton Library and the Women, Gender and Sexuality Studies program.
- Seven Oakton students were selected to participate in the Skyway Juried Art Competition that will take place from April 1-30 at the Morton College STEM Center.
- The Oakton Six Piano Ensemble will perform on April 30 at 3 p.m. in the Footlik Theater. The concert will be followed by a reception. Under the direction of Glenna Sprague, the Ensemble will perform selections arranged for the Six Pianos from the Classical, Jazz, Ragtime and Popular periods. Seating is limited.

### **Educational Foundation Liaison Report – Trustee Stafford**

The Educational Foundation has received more than \$1 million in private support so far this fiscal year. Recent gifts of note include:

- \$10,000 gift from Mead Montgomery to add support to the Anne and Mead Montgomery Achievement Scholarship.
- \$16,325 gift from the Estate of Arlean Vauthier to add support to a scholarship in her name.

Thank you to all the employees who participated in this year's Building a Better Future employee giving campaign. The number of employees participating in payroll giving increased by nearly 50%. And congratulations to the Liberal Arts division for winning the faculty giving competition with nearly 40% of faculty participating. While the campaign has officially ended, employees are welcome to donate at any time of the year. The Foundation Board will host a thank you celebration for all employee donors later this spring.

The Foundation is supporting the fundraising efforts to help Oakton students participate in the Study Abroad program to Ghana this summer. To date 32 donors have extended support through this JustGiving appeal, raising \$28,250 or 58% of the \$48,000 goal. This appeal closes on March 31, so it's not too late to give.

The Foundation is accepting Innovation and Excellence Grant applications through the end of this week for projects in the 2023-2024 academic year. Grant support will be considered for projects that directly benefit students by enhancing learning experiences and the application can be found on the myOakton portal or by calling the Foundation Office.

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

**ICCTA/ACCT Liaison Report**

Trustee Yanow shared that the ICCTA meeting was held on March 10 in Lombard, Illinois. The meeting began with a roundtable where the discussion centered around dual credit and concurrent enrollment. ICCB Executive Director Brian Durham reported that there are \$3 million in the new budget for dual credit. It was suggested that there could be a model for all of Illinois, and a whitepaper summarizing what colleges are doing to date. There was also a discussion about how 4-year institutions may begin their own work on dual credit which could be potentially problematic for community colleges, and there is concern about high school students being developmentally ready to take courses from a 4-year institution and/or receive the appropriate support. The meeting also included a presentation on competency-based education with two models: prior learning assessment (most used with 25% completion rates) and portfolio assessment. Lobby Day is scheduled for May 2-3 in Springfield.

**Neurodiversity Liaison Report**

Trustee Bush shared that the work team met on March 17. There is a major event occurring on April 21 at the Skokie campus where Oakton community partners will come together to discuss how the district population is being served, and how Oakton can fit into that. The event is spearheaded by Teresa O'Sullivan, and the team has received many responses to the invitation. There will be a panel that includes the Douglas Center, Options for College Success (Evanston), The Anixter Center (Chicago City Colleges), and the After 22 Program.

There is also an ongoing survey prepared by Dr. Kelly Becker and Teresa O'Sullivan. It has been sent to current students that are being served by the ADRC. Vice President for Student Affairs, Dr. Karl Brooks and President Smith attended a CAO/CSSO joint meeting focused neurodiversity. In addition, an update was provided on the 219 Bridge program with the Niles Township High School. The next meeting will be on April 7.

**Student Trustee Report**

Student Trustee Patel shared that SGA elections are taking place in the following weeks, and they will be hosting a candidate forum.

**Student Spotlight**

Lucia Rosario Zdenahlik is a second-year student at Oakton, and she will graduate in May 2023. She shared that during her senior year of high school, she was conforming to her peers to get into a "good college" and she got accepted into several 4-year universities. After learning about the high cost of higher education, she made the choice to attend Oakton. She admits she entered Oakton with a negative stigma of community college, but after two years, she knows she received an education that is as good as any other higher education institutions, if not better.

At Oakton, Lucia took the opportunity to receive a well-rounded education where she could explore diverse classes and styles of learning. She enrolled in challenging honors courses and obtained the Honors Scholar designation in several areas of study. Participating in co-curricular programs highlighted the intersection between her course work, and allowed her to comprehend the connection between disciplines.

Lucia indicated that she was lucky to work with Professor Lindsey Hewitt, and described her as an instructor who is passionate about her curriculum and makes learning engaging. Also, Professor Marian Staats contributed to the basis of her knowledge in the environmental studies field, Lucia's major. Lucia said that Professor Staats has nurtured her exploration of the field and highlighted the importance of indigenous voices. Professor Kristin McCartney introduced Lucia to the WGSS program, and gave her the tools to navigate college, and has supported her at every turn at Oakton. As she enters a transition period and transfers out of Oakton, Lucia hopes to continue to apply everything she has learned from her professors, and to remain in contact with them.

Lucia said that she is incredibly grateful she made the decision to attend Oakton. Her time here has given her the opportunity to explore her interests and grow as an individual. Her coursework has led her to actively participate, and she is currently the President of the Honors Student Organization, and the Co-President of the Environmental Club. She provides support to all students at Oakton with regards to

academics, transfers and general guidance, and she informs students about stewardship and sustainability of Oakton's diverse ecosystems. Lucia is also a student employee in the Sustainability Research program, and the Koehline Art Museum. She shared that being a student employee has helped her create a healthy work-life balance, and to explore career fields that align with her interests.

Lucia urged Oakton to continue investing in and supporting the students in niche programs like Women, Gender and Sexuality Studies that allow students to explore their interests, fuel their passion, and develop themselves.

### Comments by the Chair

Chair Kotowski shared that prior to tonight's meeting he was able to do a tour of the Cannabis cultivation lab, and thanked Assistant Professor Stephen Fix. Mr. Kotowski described the facilities as remarkable and state of art.

### Trustee Comments

Trustee Bush shared that the Central Region of ACCT, which Oakton belongs to, is highlighted in the latest issue of their quarterly publication. ICCTA is the first state advocacy association to adopt a neurodiversity statement to influence policy.

Student Akash Patel thanked Paul Kotowski for his service to the Board of Trustees of Oakton College. Mr. Kotowski will be ending his term on April 25.

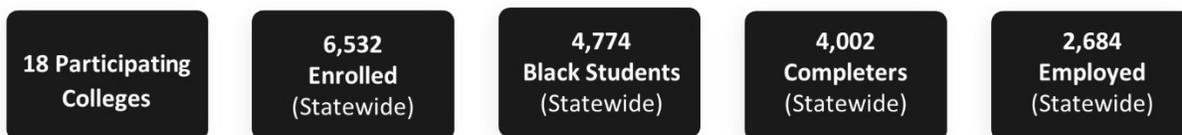
### Public Participation

Professor of Biology Bill Strond gave an update on the current work done by several biology faculty and students to re-establish the population of a species of salamander on campus. There are several salamander egg nests, which indicates that the adult population is reproducing. This is a significant effort for biological restoration and conservation on campus.

### Report: Workforce Equity Initiative (WEI) at Oakton College

Marc Battista, Associate Vice President of Workforce Education / Dean of Business and Career Technologies and Dr. Jesse Ivory, Dean of Adult and Continuing Education/Dean of The Skokie Campus.

The Workforce Equity Initiative (WEI) is a statewide grant program focused on expanding training opportunities for minority students (prioritizes the BIPOC community). Emphasis on jobs with wages of 30% or more above the livable wage.



### Alignment with the 2030 Vision Strategic Plan:

- **Strengthen Students' Oakton Experiences** by reducing barriers through streamlined processes and the support of dedicated staff.
- **Enhance Workforce Readiness and Community Engagement** by providing training that leads to jobs in high growth/wage industries.
- **Advance Racial Equity** by training BIPOC and those in the opportunity gap for high growth/wage jobs thus promoting the economic upward mobility of entire communities.

### Overview and Features:

- Training can be completed in a semester or less (on average).
- Students receive free tuition as well as a \$1,000 stipend (in installments) to support expenses like childcare, housing, transportation, etc.
- Intrusive support by dedicated staff utilizes a case management model.
- Staff establish and leverage key employer connections to support students' transition to work.

Participating programs:

- Basic Nursing Assistant Training (BNAT)
- Emergency Medical Technician (EMT)
- Pharmacy Technician
- Truck Driving Training (CDL)
- Real Estate Pre-License Broker
- CNC Operators

WEI Results:**193**

Applications

**118**

Served (Fall and Spring)

**63.56%**

Black Representation

**72%**Overall Completion Rate  
(Fall only)\*Compared to 62.3% nationally  
and 61% for other WEI State  
Schools**66%**Black Student Completion  
Rate (Fall only)

\*Compared to 31% nationally

**\$22.70**

Hourly Rate

Next steps:

- Continued WEI services through at least December 2023
- Expanding program options
- Continued outreach to current and prospective students
- Targeted community events for outreach and employment support
- Building a sustainability plan

**NEW BUSINESS****3/23-1a Approval of Consent Agenda**

Trustee Salzberg offered: "Be it resolved that the Board of Trustees of Community College District 535 approves adoption of the Consent Agenda."

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

**3/23-1b Approval of Consent Agenda Items 3/23-2 through 3/23-7**

Trustee Stafford offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the following items 3/23-2 through 3/23-7 as listed in the Consent Agenda."

**3/23-2 Ratification of Payment of Bills for February 2023**

"Be it resolved that the Board of Trustees of Community College District 535 hereby ratifies expenditures and release of checks by the Treasurer of Community College District 535 in the amount of \$5,170,868.81 for all check amounts as listed and for all purposes as appearing on a report dated February 2023."

**3/23-3 Acceptance of Treasurer's Report for February 2023**

"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 February 2023."

**3/23-4 Ratification of Actions of the Alliance for Lifelong Learning Executive Board**

“Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a to c as stipulated above, and hereby approves the expenditures in the amount not to exceed \$80,715.15 for all funds listed in items a and c.”

**3/23-5 Supplemental authorization of Payment of Professional Personnel – Spring 2023**

“Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$410,223.33 to the total amount of part-time teaching salaries paid during the spring semester, 2023; the revised, total payment amount is \$3,215,021.07.”

“Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$114,722.19 to the total amount of faculty overload salaries paid during the spring semester, 2023; the revised, total payment amount is \$613,846.95.”

**3/23-6 Approval of Clinical Practice Agreements**

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

- Health Information Technology program (2)
- HIT, MLT, Nursing and PTA programs (1)
- Physical Therapist Assistant program (2)
- Emergency Medical Technician (1).”

**3/23-7 Approval of Intergovernmental Agreements between Oakton College and the City of Des Plaines**

“Be it resolved that the Board of Trustees of Community College 535 hereby approves the intergovernmental agreements between Oakton College and the City of Des Plaines, attached hereto.”

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

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

The motion carried. Student Trustee Patel favored the resolution.

**3/23-8 Resolution to Reject Bids Submitted for the Purchase of Pedestrian & Bicycle Pathway**

Trustee Kotowski offered: “Be it resolved that the Board of Trustees of Community College District 535 rejects all bids submitted for the purchase of Pedestrian & Bicycle Pathway bid in response to Bid# 0208-23-03.”

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

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

Dr. Yanow                      Aye

The motion carried. Student Trustee Patel favored the resolution.

**3/23-9                      Authorization to Approve March 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>Page(s)</u>	<u>Description</u>	<u>Vendor and Location</u>	<u>Amount</u>
3/23-9a	1	Dell Desktop Computers	JensenIT, Inc Des Plaines, IL	\$423,500.00
3/23-9b	2	Digital & Traditional Marketing Services – One-Year Contract Extension	Carnegie Dartlet, LLC Westford, MA	\$210,000.00
			Marketing Partnerships International, Inc Chicago, IL	\$190,000.00
3/23-9c	1	Strategic Enrollment Management Planning Consultant	Ruffalo Noel Levitz Oak Brook Terrace, IL	\$157,100.00
3/23-9d	1	RHC Boilers and Heat Exchangers Replacement	Premier Mechanical, Inc. Addison, IL	\$1,361,800.00
3/23-9e	1	Audit Services	Crowe LLC Oakbrook Terrace, IL	\$298,250.00
3/23-9f	1	Executive Search Recruitment Service	Careers In Nonprofits Chicago, IL	\$45,000.00

**GRAND TOTAL:    \$2,685,650.00.”**

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

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

The motion carried. Student Trustee Patel favored the resolution.

**3/23-10                      Preview and Initial Discussion of Upcoming Purchases**

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

- a. Desire2Learn Management System – Three-Year Renewal
- b. Google Workspace for Education Plus – Three-Year Renewal
- c. Zoom Video Communication – Three-Year Renewal
- d. Multifactor Authentication Services Renewal
- e. WAN/Internet Services and Telephony Services

f. Chromebook Computers for ECE Students

**3/23-11 Authorization to Hire Director of Admission and Enrollment**

Trustee Bush offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Ms. Lindsey Hunter as Director of Admissions and Enrollment effective April 24, 2023 at an annual salary of \$120,000. That salary will be prorated for the period of April 24, 2023 through June 30, 2023."

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

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

The motion carried. Student Trustee Patel favored the resolution.

**3/23-12 Acceptance of Faculty Retirement**

Trustee Kotowski offered: "Be it resolved that the Board of Trustees of Community College District 535 accepts the retirement of Doris Gronseth."

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

**3/23-13 Approval of 2024-2025 Academic Calendar**

Trustee Stafford offered: "Be it resolved that the Board of Trustees of Community College District 535, approves and adopts the 2024-2025 Academic Calendar, attached hereto, as part of the office records of the College."

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

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

The motion carried. Student Trustee Patel favored the resolution.

**3/23-14 Approval of Revisions of Memorandum of Understanding between the Oakton Community College Educational Foundation and Oakton Community College District 535**

Trustee Toussaint offered: "Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of revisions of the Memorandum of Understanding with the Oakton Community College Educational Foundation, attached hereto."

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

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

Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Patel favored the resolution.

### **3/23-15 Approval of Settlement Agreement**

Trustee Kotowski offered: "Be it resolved that the Board of Trustees of Community College District 535 does hereby accept the Settlement Agreement with Laub Construction, Inc. pursuant to the terms of an Agreement between Laub Construction, Inc. and Oakton College executed on March 10, 2023, and further authorizes and directs the College administration and attorneys to fulfill the College's obligations as stipulated in the Agreement."

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

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

The motion carried. Student Trustee Patel favored the resolution.

### **3/23-16 Preview of New Unit of Instruction**

The College is proposing a new Law Enforcement and Criminal Justice certificate, a 5-credit hour Drone Pilot Operator Certificate.

The Drone Pilot Operator Certificate provides training for employment positions that utilize small Unmanned Aerial Vehicles (sUAV) and enable Federal Aviation Administration (FAA) certification for legal operation of sUAV's (drones). Employment positions that utilize drone technology include public safety (police, fire, security) at the municipal, county, state, and federal levels.

### **3/23-17 Approval of Policy Revisions**

Trustee Kotowski offered: "Be it resolved that the Board of Trustees of Community College District 535 hereby approves revisions to policy 1013 attached hereto."

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

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

The motion carried. Student Trustee Patel did not favor the resolution.

### **3/23-18 First Read of Policy**

Trustee Kotowski offered: "Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for review Board Policy 1027, attached hereto, with action to take place at the next regularly scheduled Board meeting."

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

**3/23-19 Acceptance of Grants**

Trustee Kotowski offered: "Be it resolved that the Board of Trustees of Community College District 535 accepts the attached resolutions, 3/23-19a through 3/23-19e, for the following grants:

a.	ICCB Mental Health Early Action on Campus Grant	\$ 39,950.00
b.	IGEN Green HVAC Curriculum Subaward	\$ 1,600.00
c.	IGEN General Membership Subaward	\$ 5,000.00
d.	IGEN EV Charging Station Subaward	\$ 8,500.00
e.	ICCB Workforce Equity Initiative (WEI) Continuation Grant	\$350,000.00
	TOTAL:	\$405,050.00."

Trustee Salzberg 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, April 25, 2023 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 7:46 p.m.

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 Board Chair

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 Board Secretary

Minutes recorded by:  
 Beatriz Sparks  
 3/2023

**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 4/23-2 through 4/23-8**

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 4/23-2 through 4/23-8 as listed in the Consent Agenda:

- 4/23-2           Ratification of Payment of Bills for February 2023
- 4/23-3           Acceptance of Treasurer’s Report for February 2023
- 4/23-4           Acceptance of Quarterly Report on Investments
- 4/23-5           Ratification of Actions of the Alliance for Lifelong Learning Executive Board
- 4/23-6           Ratification of Payment of Professional Personnel – Spring 2023
- 4/23-7           Approval of Clinical Practice Agreements
- 4/23-8           Approval of Agreement with the Northern Illinois Workforce Coalition (NIWC) for Apprenticeship Tuition.”

**Ratification of Payment of Bills for March 2023**

The check register detailing the regular monthly bills for March 2023 was sent out April 21, 2023. The totals by fund are on page 2. This includes approval of travel reimbursements for March 2023.

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Board Chair

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Board Secretary

EC:mw  
4/2023

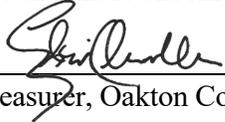
**President's Recommendation:**

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 \$8,790,217.18 for all check amounts as listed and for all purposes as appearing on a report dated March 2023.”

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 March 2023, represented by checks on pages 1-18 numbered !0002327 - !0002342, !0002344 - !0002370, !0002372 - !0002396, !0002398 - !0002419, !0002421 - !0002436, !0002438 - !0002439, A0160343 - A0160346, A0160348 - A0160730 and A0160732 - A0160838 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

Fund	Gross Checks Issued				
	Gross Payroll	Account Payable	Sub-Total	Voided Check	Total
EDUCATION	\$ 5,618,057.51	\$ 1,114,242.33	\$ 6,732,299.84	\$ -	\$ 6,732,299.84
OPERATION, BUILDING AND MAINTENANCE	\$ 503,755.24	\$ 204,205.70	\$ 707,960.94	\$ -	\$ 707,960.94
AND MAINTENANCE (RESTRICTED)	\$ -	\$ 299,296.53	\$ 299,296.53	\$ -	\$ 299,296.53
BOND AND INTEREST		\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
AUXILIARY ENTERPRISE	\$ 332,666.98	\$ 255,936.54	\$ 588,603.52	\$ -	\$ 588,603.52
RESTRICTED PURPOSE	\$ 350,547.95	\$ 54,959.51	\$ 405,507.46	\$ -	\$ 405,507.46
WORKING CASH	\$ -		\$ -	\$ -	\$ -
TRUST/AGENCY	\$ -	\$ 27,646.17	\$ 27,646.17	\$ -	\$ 27,646.17
AUDIT		\$ -	\$ -		\$ -
LIABILITY, PROTECTION & SETTLEMENT		\$ 17,014.00	\$ 17,014.00	\$ -	\$ 17,014.00
SOCIAL SECURITY/ MEDICARE		\$ -	\$ -	\$ -	\$ -
LOAN		\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 6,805,027.68	\$ 1,975,300.78	\$ 8,780,328.46	\$ -	\$ 8,780,328.46
STUDENT GOVERNMENT	\$ -	\$ 9,888.72	\$ 9,888.72	\$ -	\$ 9,888.72
TOTAL PER REPORT	\$ 6,805,027.68	\$ 1,985,189.50	\$ 8,790,217.18	\$ -	\$ 8,790,217.18

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 1-18 numbered !0002327, !0002335, !0002350, !0002355, !0002360, !0002362, !0002372, !0002391, !0002396, !0002426, !0002427, !0002431, A0160369, A0160395, A0160447, A0160467, A0160518, A0160520, A0160595, A0160727, A0160789 and A0160817 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 \$9,888.72 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 March 2023.

\_\_\_\_\_  
Student Government Association

**Acceptance of Treasurer's Report for March 2023**

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  
4/2023

**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 March 2023."

**OAKTON COMMUNITY COLLEGE**  
**COMMUNITY COLLEGE DISTRICT 535**  
**TREASURER'S REPORT**

March 2023

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

Treasurer's Comments on March 2023 Financial Statements

Page 4. Financial Position Statement

**Cash and investments**

Monthly collections included \$16.1 million in property taxes, \$761,000 from the state Monetary Assistance Program (MAP) grants, \$759,000 in tuition and fees, \$439,000 in interest earnings, \$320,000 for the credit hour grant, \$261,000 in replacement tax revenues, \$50,000 for the Early Childhood Access Consortium for Equity (ECACE) grant, \$40,000 for the Perkins grant, and \$40,000 for the Mental Health Early Action on Campus grant.

Net cash and investments increased \$12.0 million from the previous month primarily based on property tax collections, as expected.

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

**Revenues**

At the end of March, revenues were \$75.5 million or 109% of the prorated budget, compared to \$73.6 million, or 106% for the previous year. Tuition and fees totaled \$19.7 million year to date, or 116% of the prorated budget. Last year, tuition and fees totaled \$20.9 million or 100% of the prorated budget. Revenues from tuition and fees are recorded as billed.

**Expenditures**

The current year's total actual operating expenditures were \$53.4 million. The operating expenditures are \$4.3 million (8.8%) above prior year's actual expenditures of \$49.1 million for the same period. Net transfers total \$4.7 million.

**OAKTON COMMUNITY COLLEGE**  
**FINANCIAL POSITION OF FUNDS AS OF**  
**March 31, 2023**  
**(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
<b>ASSETS</b>										
Cash	\$ 6,904	\$ 1,171	\$ 451	\$ 534	\$ -	\$ 911	\$ -	\$ 672	\$ 835	\$ 11,478
Taxes Receivable	39,711	5,170	-	2,482	-	-	-	24	-	47,387
Student Tuition Receivable	4,370	-	5	-	-	620	-	-	-	4,995
Government Funds Receivable	(17)	-	-	-	-	486	-	41	-	510
Lease Receivable	14,271	-	-	-	-	-	-	-	-	-
Accrued Interest	281	37	41	-	-	9	-	3	104	475
Other Receivables	108	-	-	-	-	25	-	-	-	133
Investments										
Short-term	71,320	10,507	13,144	1,630	(67)	3,469	-	1,051	32,409	133,463
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	275	-	-	-	56	336	-	-	-	667
Total Current Assets	142,629	20,034	17,694	4,626	(21)	20,732	-	1,919	40,915	248,528
Net Investment in Plant	-	-	-	-	-	-	105,143	-	-	105,143
Intangible Assets	-	-	-	-	-	-	558	-	-	558
Total Assets	\$ 142,629	\$ 20,034	\$ 17,694	\$ 4,626	\$ (21)	\$ 20,732	\$ 105,701	\$ 1,919	\$ 40,915	\$ 354,229
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	1,585	1,585
Total Assets and Deferred Outflows of Resources	\$ 142,629	\$ 20,034	\$ 17,694	\$ 4,626	\$ (21)	\$ 20,732	\$ 105,701	\$ 1,919	\$ 42,500	\$ 355,814
<b>LIABILITIES AND NET POSITION</b>										
Payables	\$ 1,227	\$ -	\$ -	\$ -	\$ -	\$ 69	\$ -	\$ -	\$ -	\$ 1,296
Accrued Interest Payable	-	-	-	-	113	-	-	-	-	113
Deferred Tuition Revenue	-	-	-	-	-	(21)	-	-	-	(21)
Accruals	3,539	267	-	-	-	247	-	-	-	4,053
Bonds Payable	-	-	-	-	44,959	-	-	-	-	44,959
Lease Liability	-	-	-	-	347	-	-	-	-	347
OPEB Liability	-	-	-	-	-	-	-	-	39,740	39,740
Total Liabilities	4,766	267	-	-	45,419	295	-	-	39,740	90,487
Deferred Inflows of Resources - Property Taxes	38,454	5,762	-	2,351	-	-	-	72	-	46,639
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	10,670	10,670
Deferred Inflows - Leases	14,271	-	-	-	-	-	-	-	-	14,271
Total Liabilities and Deferred Inflows of Resources	57,491	6,029	-	2,351	45,419	295	-	72	50,410	162,067
Net Position										
Unrestricted	85,137	14,005	17,694	-	-	3,680	-	-	(7,910)	112,606
Restricted	-	-	-	-	-	16,758	-	1,846	-	18,604
Debt Service	-	-	-	2,275	(45,440)	-	-	-	-	(43,165)
Plant	-	-	-	-	-	-	105,701	-	-	105,701
Total Net Position	85,137	14,005	17,694	2,275	(45,440)	20,438	105,701	1,846	(7,910)	193,746
TOTAL LIABILITIES & NET POSITION	\$ 142,628	\$ 20,034	\$ 17,694	\$ 4,626	\$ (21)	\$ 20,733	\$ 105,701	\$ 1,918	\$ 42,500	\$ 355,813

**OAKTON COMMUNITY COLLEGE  
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS  
SUMMARY OF REVENUES AND EXPENDITURES  
NINE MONTHS ENDED MARCH 31, 2023**

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
<b>REVENUES (cash and accrual basis)</b>					
Property Taxes (accrual basis)	\$ 58,154	\$ 43,616	\$ 42,712	98%	101%
Replacement Tax	1,400	1,050	2,363	225%	244%
State Revenue	3,928	2,946	4,373	148%	196%
Federal Revenue	1,800	1,350	945	70%	147%
Tuition and Fees	19,154	19,690	22,770	116%	100%
Other	1,009	757	2,345	310%	0%
<b>TOTAL REVENUES</b>	<b>\$ 85,445</b>	<b>\$ 69,408</b>	<b>\$ 75,508</b>	<b>109%</b>	<b>106%</b>
<b>EXPENDITURES (accrual basis)</b>					
Instructional	\$ 30,557	\$ 22,918	\$ 22,361	98%	96%
Academic Support	19,667	14,750	13,719	93%	86%
Student Services	8,388	6,291	5,272	84%	76%
Public Services	1,314	986	822	83%	76%
Operations and Maintenance	8,053	6,040	4,764	79%	78%
General Administration	7,026	5,270	4,963	94%	85%
General Institutional	310	233	1,507	648%	111%
Contingency	1,809	1,357	-	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 77,124</b>	<b>\$ 57,843</b>	<b>\$ 53,408</b>	<b>92%</b>	<b>85%</b>
Revenues over (under) expenditures	8,321	11,565	22,100		
<b>Net Fund transfers</b>					
To Retiree Health Insurance Fund	(2,000)	(1,500)	-		
To O & M Fund (Restricted)	(2,500)	(1,875)	(1,875)		
To Auxiliary Fund and Alliance	(2,474)	(1,856)	(1,856)		
To Restricted Purpose Fund	(100)	(75)	(75)		
To Liability, Protection & Settlement Fund	(713)	(535)	(535)		
To Social Security/Medicare Fund	(824)	(618)	(618)		
From Working Cash Fund: Interest	290	218	218		
<b>Total Transfers</b>	<b>\$ (8,321)</b>	<b>\$ (6,241)</b>	<b>\$ (4,741)</b>		
<b>Net Revenue over (under) expenditures</b>	<b>\$ -</b>	<b>\$ 5,325</b>	<b>\$ 17,359</b>		

**OAKTON COMMUNITY COLLEGE  
REVENUES AND EXPENDITURES  
NINE MONTHS ENDED MARCH 31, 2023**

**AGENDA ITEM 4/23-3  
6 of 9**

<b>OPERATIONS AND MAINTENANCE FUND (Restricted)</b>	<b>Budget (000)</b>	<b>Actual (000)</b>	<b>Actual as a % of Budget</b>
<b>REVENUES</b>			
Construction Fee	295	278	94%
Interest and Investments Gain/Loss	16	302	1888%
Total revenues	<u>311</u>	<u>580</u>	<u>186%</u>
<b>EXPENDITURES</b>			
Landscape Improvements	326	49	15%
Capital Equipment	881	224	25%
Hardware Replacement/Master Keying	750	25	3%
Camera Replacement	250	-	0%
Pedestrian Path	250	48	19%
Automatic Irrigation for Featured Zones	168	67	40%
Courtyards	750	69	9%
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	11	24%
Switchgear Upgrade	575	36	6%
Baseball Complex Renovations	900	10	1%
Exterior Envelope	110	-	0%
Grounds Roof Replacement	197	104	53%
Parking Lot Upgrades	153	174	114%
College Rebrand Signage	50	-	0%
Contingency	275	-	0%
Site and Construction	-	128	0%
Master Plan Refresh 2022	-	3	0%
Total expenditures	<u>11,299</u>	<u>948</u>	<u>8%</u>
Transfer in	2,500	1,875	75%
Net	<u>\$ (8,488)</u>	<u>\$ 1,507</u>	<u>(18%)</u>

<b>AUXILIARY ENTERPRISE FUND (excluding Alliance)</b>	<b>Budget (000)</b>	<b>Actual (000)</b>	<b>Actual as a % of Budget</b>	
			<b>Current</b>	<b>Last Year</b>
<b>REVENUES</b>				
Bookstore Sales	\$ 1,355	\$ 1,404	104%	81%
Workforce Development	60	13	22%	34%
Copy Center	150	63	42%	14%
Athletics	8	35	438%	200%
Child Care	405	361	89%	66%
PAC Operations	4	3	75%	0%
Campus Scheduling and Events	155	48	31%	0%
Other	118	105	89%	76%
Interest and Investments Gain/Loss	40	30	75%	7%
Total revenues	<u>2,295</u>	<u>2,062</u>	<u>90%</u>	<u>65%</u>
<b>EXPENDITURES</b>				
Bookstore Operating Expenses	\$ 1,425	\$ 892	63%	56%
Workforce Development	302	174	58%	68%
Copy Center	415	302	73%	59%
Athletics	961	868	90%	80%
Child Care	535	398	74%	69%
PAC Operations	100	66	66%	56%
Campus Scheduling and Events	30	3	10%	0%
Auxiliary Services Administration	320	235	73%	59%
Other	479	142	30%	21%
Total expenditures	<u>4,567</u>	<u>3,080</u>	<u>67%</u>	<u>59%</u>
Transfers in (out)	2,272	1,704		
Net	<u>\$ -</u>	<u>\$ 686</u>		

**ALLIANCE FOR LIFELONG LEARNING  
SUMMARY OF REVENUES AND EXPENDITURES  
NINE MONTHS ENDED MARCH 31, 2023**

	<b>Operating Budget (000)</b>	<b>Prorata Budget (000)</b>	<b>Actual (000)</b>	<b>Actual As a% Budget</b>	<b>Last Year</b>
<b><u>REVENUES</u></b>					
State Revenue	\$ 529	\$ 397	\$ 439	83%	153%
Tuition and Fees	1,214	911	809	67%	67%
Sale of Materials	2	2	1	50%	0%
Institutional Support					
Evening High School	50	38	36	72%	46%
Other Revenues	85	64	23	27%	54%
Total revenues	<u>1,880</u>	<u>1,410</u>	<u>1,308</u>	<u>70%</u>	<u>85%</u>
<b><u>EXPENDITURES</u></b>					
Administrative Support	\$ 1,221	916	\$ 662	54%	60%
Instructional Programs					
Allied Health	115	86	39	34%	44%
Job-related	470	353	238	51%	52%
Personal	12	9	14	117%	27%
Emeritus Programs	61	46	25	41%	13%
High School Programs	132	99	58	44%	45%
ESL Programs	70	53	43	61%	39%
Total Programs	<u>860</u>	<u>645</u>	<u>417</u>	<u>48%</u>	<u>44%</u>
Total expenditures	<u>2,081</u>	<u>1,561</u>	<u>1,079</u>	<u>52%</u>	<u>54%</u>
Revenue over (under) expenditures	<u>\$ (201)</u>	<u>\$ (151)</u>	<u>\$ 229</u>		
Transfer in	201	151	151		
Net	0	0	380		

**OAKTON COMMUNITY COLLEGE**  
**STUDENT ACTIVITIES FUND**  
**SUMMARY OF REVENUES AND EXPENDITURES**  
**NINE MONTHS ENDED MARCH 31, 2023**

	<b>Program Generated Revenue</b>	<b>Revenue Allocated to Programs</b>	<b>Total Revenue and Allocation</b>	<b>Expenditures</b>	<b>Program Net Fav (Unfav)</b>
Activity fees	\$ 372,855				
Interest income	-				
Sub total revenues	<u>372,855</u>				
369901 Student Government Association	(22,439)	45,000	22,561	(27,910)	(5,349)
369910 Occurrence	145	15,000	15,145	(1,407)	13,738
369919 Skokie Events Team	-	45,000	45,000	(32,789)	12,211
369922 IEEE	2,000	494	2,494	(341)	2,153
369923 Stud. Global Health & Sustainability	(54)	6,033	5,979	(2,132)	3,847
369930 Early Childhood Education Club	-	2,284	2,284	(168)	2,116
369932 Ceramics Club	-	927	927	(70)	856
369933 UNICEF	-	1,635	1,635	-	1,635
369935 Honors Student Organization	-	800	800	-	800
369937 Oakton Future Educators	-	400	400	(75)	325
369940 Card and Board Game Club	-	1,691	1,691	-	1,691
369942 Oakton Visual Organization	-	475	475	-	475
369943 Japanese Culture Club	67	525	592	(172)	419
369944 South Asian Club	-	940	940	(138)	802
369945 Physical Therapy Assist.	885	2,124	3,009	(278)	2,730
369946 Phi Theta Kappa (PTK)	4,535	10,000	14,535	(9,720)	4,815
369947 Oakton Pride Club	-	1,121	1,121	(112)	1,009
369949 Mission Bible Club	-	725	725	(141)	584
369950 Latinx Club	-	1,088	1,088	-	1,088
369951 Society of Women Engineers	-	972	972	-	972
369954 Korean Culture Club	-	768	768	(180)	588
369955 Environmental Club	-	1,011	1,011	(69)	942
369958 Coding Club	-	400	400	-	400
369959 Black Student Union	-	2,470	2,470	(55)	2,415
369960 Muslim Student Association	-	2,598	2,598	(757)	1,841
369961 DECA	-	584	584	-	584
369962 Artist Liberator's Club	-	400	400	-	400
369963 Fine Arts Club	-	1,020	1,020	(90)	930
369964 Oakton Helping Others	-	2,399	2,399	-	2,399
369967 Creative Writing Club	-	400	400	-	400
369968 Diverse D.U.R.A. Outreach	-	400	400	-	400
369969 Great Books Club	-	400	400	(26)	374
369970 Oakton Octaves Club	-	400	400	-	400
369971 Habitat for Humanity	81	1,707	1,788	-	1,788
369972 PAYO	153	3,035	3,188	(381)	2,806
369973 Oakton Student Dance Club	-	400	400	-	400
369977 Philosophy Club	-	400	400	-	400
369982 Graphic Design Club	-	400	400	-	400
Sub Totals	<u>7,433</u>	<u>45,000</u>	<u>45,000</u>	<u>(47,696)</u>	<u>55,196</u>
<b><u>Fund Summary</u></b>					
Total Revenues	\$ 380,288				
Total Expenditures	(47,696)				
Total Transfers to other funds	-				
Excess revenues over expenditures	<u>332,592</u>				
Net Position 6/30/22	<u>1,283,191</u>				
Net Position, end of period	<u>\$ 1,615,783</u>				

**OAKTON COMMUNITY COLLEGE  
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS  
Mar-23**

**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 &amp; MISC</u>
3/24/2023	\$ 922,542.64	\$ 922,542.64				
3/16/2023	\$ 1,794.00		\$ 1,794.00			
	\$ -					
	\$ -					
<b>TOTAL</b>	<b>\$ 924,336.64</b>	<b>\$ 922,542.64</b>	<b>\$ 1,794.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**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>
3/3/2023	\$ 617,847.99	\$ 253,720.49	\$ 91,437.14	\$ 198,795.52	\$ 73,894.84
	\$ -				
3/17/2023	\$ 629,958.56	\$ 261,139.77	\$ 93,088.39	\$ 199,739.37	\$ 75,991.03
	\$ -				
3/31/2023	\$ 634,825.52	\$ 258,628.79	\$ 94,183.85	\$ 204,459.97	\$ 77,552.91
	\$ -				
	\$ -				
	\$ -				
<b>TOTAL</b>	<b>\$ 1,882,632.07</b>	<b>\$ 773,489.05</b>	<b>\$ 278,709.38</b>	<b>\$ 602,994.86</b>	<b>\$ 227,438.78</b>

**Acceptance of Quarterly Report on Investments**

Quarter ended March 31, 2023

At the end of March 2023, the fair market value of investments totaled \$166.3 million compared to \$151.2 million at the end of December and \$160.6 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 2.71% and 1.94% respectively.

Interest income for the three months ending March 31, 2023 and 2022, before fair market value adjustment was \$4,944,380 and \$579,837, respectively.

The year to date fair market value adjustment is a favorable \$95,561 compared to an unfavorable \$(897,509) for the same period last year. Fair market adjustment reflects current economic conditions and fluctuating interest rates.

<b><u>Investments (000)'s</u></b>	<b><u>March 31, 2023</u></b>	<b><u>December 31, 2022</u></b>
Certificates of Deposit	\$ 27,403	\$ 21,264
Illinois funds	46,574	41,894
ISDLAF - Liquid and Max General Fund	9,332	27,492
Chase Savings	1,681	1,630
PMA NEXBANK SSB-ICS	17,218	-
2020 Bond Series B	20,518	20,295
PMA Bank of China	-	-
Treasury Notes	28,563	23,571
U.S. Treasury Obligations (GNMA's)	378	395
U.S. Treasury Obligations (FNMA's)	4,943	4,961
Federal Agency Bonds	1,377	1,381
Local Government Bonds	3,117	3,218
PMA First American MM	165	56
Huntington MMAX	5,075	5,039
<b>Total</b>	<b>\$ 166,344</b>	<b>\$ 151,196</b>

<b><u>Fair Market Value Adjustment</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2022</u></b>
1st Quarter	(455,221)	(108,478.00)
2nd Quarter	156,305	(186,462.00)
3rd Quarter	394,477	(602,569.28)
4th Quarter		
<b>Year to Date</b>	<b>\$ 95,561</b>	<b>\$ (897,509)</b>

**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 authorize the acceptance of the Quarterly Report on Investments for filing."

REPORT ON INVESTMENTS  
3rd Quarter 2022-2023

Type of Security: OCC FUNDS	Coupon Rate	Fair Market Value *g	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%	-	-	1/19/2021	1/19/2023	0.121%	1,682	6,050	-
C-D	0.150%	-	-	2/4/2021	2/6/2023	0.150%	452	1,500	-
C-D	0.100%	-	-	2/16/2021	2/21/2023	0.100%	161	250	-
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%	-	-	3/5/2021	3/6/2023	0.121%	1,445	4,105	-
C-D	0.111%	-	-	3/15/2021	3/15/2023	0.111%	391	1,102	-
C-D	0.110%	-	-	3/17/2021	3/17/2023	0.110%	195	551	-
C-D	0.111%	-	-	3/17/2021	3/14/2023	0.111%	1,563	4,266	-
C-D	0.110%	-	-	3/26/2021	3/27/2023	0.110%	203	280	-
C-D	0.110%	-	-	3/25/2021	3/23/2023	0.110%	1,202	-	-
C-D	0.110%	-	-	3/29/2021	3/29/2023	0.110%	204	372	-
C-D	0.110%	-	-	3/30/2021	3/30/2023	0.110%	205	374	-
C-D	0.110%	-	-	3/31/2021	3/31/2023	0.110%	206	187	-
C-D	0.100%	-	-	3/30/2021	3/30/2023	0.100%	186	548	-
C-D	0.120%	-	-	4/1/2021	3/30/2023	0.120%	898	-	-
C-D	0.050%	247,740	249,249	5/7/2021	5/8/2023	0.050%	94	186	(207)
C-D	0.060%	2,000,000	2,000,000	5/3/2021	4/28/2023	0.060%	901	-	2,288
C-D	0.051%	-	-	5/3/2021	10/27/2022	0.051%	333	1,397	-
C-D	0.100%	-	-	8/18/2021	2/17/2023	0.100%	159	497	-
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%	212	-	461
C-D	0.060%	249,700	249,700	8/17/2021	8/17/2023	0.060%	112	-	243
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%	204	-	433
C-D	0.752%	231,651	249,090	12/10/2021	12/10/2024	0.752%	1,406	1,119	211
C-D	0.291%	-	-	1/4/2022	1/4/2023	0.291%	374	726	-
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%	238,994	247,000	3/9/2022	3/11/2024	1.452%	2,699	3,952	(142)
C-D	3.040%	1,000,000	1,030,567	8/12/2022	8/14/2023	3.040%	19,828	-	19,828
C-D	3.200%	242,000	249,744	8/15/2022	8/15/2023	3.200%	4,992	-	4,992
C-D	3.052%	244,841	249,000	8/17/2022	2/20/2024	3.052%	4,705	4,628	77
C-D	3.204%	239,441	245,000	8/22/2022	8/22/2024	3.204%	4,753	4,137	615
C-D	2.997%	235,200	249,318	8/12/2022	8/12/2024	2.997%	4,729	-	4,729
C-D	3.350%	239,413	245,000	9/13/2022	9/13/2024	3.350%	4,475	4,131	344
C-D	4.594%	238,300	249,248	10/27/2022	10/27/2023	4.594%	4,863	-	4,863
C-D	4.500%	238,500	249,233	10/27/2022	10/27/2023	4.500%	4,763	-	4,763
C-D	4.486%	238,500	249,199	10/27/2022	10/27/2023	4.486%	4,747	-	4,747
C-D	4.455%	242,714	244,000	11/7/2022	5/7/2024	4.455%	4,289	-	4,289
C-D	4.454%	247,682	249,000	11/9/2022	5/9/2024	4.454%	4,315	3,766	549
C-D	4.556%	242,828	244,000	11/3/2022	11/4/2024	4.556%	4,508	-	4,508
C-D	4.556%	242,828	244,000	11/3/2022	11/4/2024	4.556%	4,508	-	4,508
C-D	4.756%	242,596	243,000	12/7/2022	12/9/2024	4.756%	3,610	-	3,610
C-D	4.670%	242,347	243,000	12/7/2022	6/7/2024	4.670%	3,544	-	3,544
C-D	4.654%	247,205	248,000	12/5/2022	6/5/2024	4.654%	3,668	2,935	733
C-D	4.654%	247,198	248,000	12/15/2022	6/14/2024	4.654%	3,352	2,935	417
C-D	4.650%	237,277	238,000	12/7/2022	12/7/2023	4.650%	3,457	-	3,457
C-D	4.650%	237,274	238,000	12/9/2022	12/8/2023	4.650%	3,396	-	3,396
C-D	4.739%	238,500	249,781	12/6/2022	12/6/2023	4.739%	3,730	-	3,730
C-D	4.693%	228,000	249,856	12/6/2022	12/6/2024	4.693%	3,694	-	3,694
C-D	4.560%	244,750	249,856	1/17/2023	7/3/2023	4.560%	2,279	-	2,279
C-D	4.563%	244,750	249,859	1/17/2023	7/3/2023	4.563%	2,280	-	2,280
C-D	4.568%	1,508,550	1,558,959	1/17/2023	10/11/2023	4.568%	14,243	-	14,243
C-D	4.768%	241,450	249,871	1/17/2023	10/11/2023	4.768%	2,383	-	2,383
C-D	4.567%	4,000,000	4,132,130	1/20/2023	10/11/2023	4.567%	36,192	-	36,192
C-D	4.592%	241,800	249,832	1/20/2023	10/11/2023	4.592%	2,200	-	2,200
C-D	4.640%	2,500,000	2,610,597	1/20/2023	1/3/2024	4.640%	23,231	-	23,231
C-D	4.593%	500,000	523,091	1/20/2023	1/22/2024	4.593%	4,608	-	4,608
C-D	4.396%	234,250	249,737	1/20/2023	7/22/2024	4.396%	2,105	-	2,105
C-D	4.404%	247,377	249,000	1/30/2023	7/30/2024	4.404%	1,803	1,769	33
C-D	4.144%	230,200	249,608	1/20/2023	1/21/2025	4.144%	1,984	-	1,984
C-D	4.355%	241,972	244,000	1/25/2023	1/27/2025	4.355%	1,892	-	1,892
C-D	4.756%	1,000,000	1,047,560	2/8/2023	2/8/2024	4.756%	6,961	-	6,961
C-D	4.327%	246,461	249,000	2/17/2023	2/18/2025	4.327%	1,240	840	399
C-D	4.818%	227,450	249,849	2/27/2023	2/28/2025	4.818%	1,055	-	1,055
C-D	4.740%	4,500,000	4,522,207	3/28/2023	5/5/2023	4.740%	1,762	-	1,762
C-D	4.740%	246,700	249,872	3/14/2023	6/21/2023	4.740%	552	-	552
C-D	5.020%	244,250	249,860	3/16/2023	8/30/2023	5.020%	515	-	515
C-D	4.800%	244,450	249,819	3/16/2023	8/30/2023	4.800%	493	-	493
C-D	5.006%	244,300	249,895	3/16/2023	8/30/2023	5.006%	514	-	514
C-D	4.514%	244,800	249,856	3/16/2023	8/30/2023	4.514%	464	-	464
C-D	4.550%	244,750	249,845	3/16/2023	8/30/2023	4.550%	467	-	467
C-D	4.944%	247,868	248,000	3/10/2023	9/10/2023	4.944%	705	-	705
<b>SUBTOTAL CDS</b>		<b>\$ 27,402,857</b>	<b>\$ 28,078,289</b>				<b>\$ 230,655</b>	<b>\$ 64,590</b>	<b>\$ 191,994</b>
TNOTE	0.125%	385,614	395,000	10/30/2020	10/15/2023	0.125%	426	313	269
TNOTE	1.625%	748,278	750,000	4/23/2021	4/30/2023	1.625%	9,149	6,094	5,086
TNOTE	2.250%	731,279	750,000	4/23/2021	4/30/2024	2.250%	12,668	8,438	7,043
TNOTE	0.375%	695,303	750,000	4/23/2021	4/30/2025	0.375%	2,111	1,406	1,174
TNOTE	2.375%	718,769	750,000	4/23/2021	4/30/2026	2.375%	13,372	8,906	7,434
TNOTE	0.250%	423,495	445,000	7/25/2021	6/15/2024	0.250%	835	556	203
TNOTE	0.625%	236,348	250,000	11/2/2021	10/15/2024	0.625%	1,173	781	638
TNOTE	0.270%	-	-	1/5/2022	1/15/2023	0.270%	736	750	-
TNOTE	0.470%	740,069	750,000	1/5/2022	7/15/2023	0.470%	2,646	938	3,408
TNOTE	0.650%	723,575	750,000	1/5/2022	1/15/2024	0.650%	3,660	938	5,073
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%	-	-	3/7/2022	11/30/2022	0.730%	9,180	1,875	-
TNOTE	0.910%	-	-	3/7/2022	2/28/2023	0.910%	16,660	3,438	-
TNOTE	1.370%	719,473	750,000	3/7/2022	3/15/2024	1.370%	7,713	1,875	7,242
TNOTE	0.930%	-	-	3/7/2022	3/15/2023	0.930%	8,217	6,250	-
TNOTE	1.200%	1,226,514	1,250,000	3/7/2022	8/31/2023	1.200%	11,260	1,563	14,394
TNOTE	1.430%	239,824	250,000	3/8/2022	3/15/2024	1.430%	2,684	625	2,562

Type of Security: OCC FUNDS	Coupon Rate	Fair Market Value *g	Par Value	Purchase Date	Maturity Date	Rate of Interest	Interest Earnings YTD	Interest Payments Received	Accrued Interest Balance
TNOTE	0.372%	-	-	3/10/2022	7/20/2022	0.372%	102	-	-
TNOTE	1.026%	-	-	3/10/2022	3/15/2023	1.026%	1,813	1,250	-
TNOTE	1.366%	244,912	250,000	3/10/2022	9/15/2023	1.366%	2,564	313	2,991
TNOTE	1.544%	239,824	250,000	3/10/2022	3/15/2024	1.544%	2,898	625	2,841
TNOTE	0.414%	-	-	3/15/2022	7/14/2022	0.414%	516	4,457	-
TNOTE	1.695%	239,824	250,000	3/15/2022	3/15/2024	1.695%	3,181	625	3,798
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%	-	-	4/7/2022	10/6/2022	0.984%	1,321	2,442	-
TNOTE	1.540%	-	-	4/25/2022	1/1/2023	1.540%	9,757	13,281	-
TNOTE	1.160%	-	-	4/29/2022	10/12/2022	1.160%	6,643	10,696	-
TNOTE	1.508%	-	-	4/29/2022	1/1/2023	1.508%	5,778	473	-
TNOTE	1.816%	-	-	4/29/2022	3/31/2023	1.816%	55,361	5,076	-
TNOTE	1.981%	-	-	5/4/2022	3/31/2023	1.981%	3,718	313	-
TNOTE	1.034%	-	-	5/25/2022	9/8/2022	1.034%	1,487	2,277	-
TNOTE	1.731%	-	-	5/26/2022	3/31/2023	1.731%	19,492	1,875	-
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	-
TNOTE	2.368%	-	-	7/15/2022	10/18/2022	2.368%	13,867	13,971	-
TNOTE	2.100%	-	-	7/15/2022	9/13/2022	2.100%	863	872	-
TNOTE	2.350%	-	-	7/18/2022	11/8/2022	2.350%	1,819	1,831	-
TNOTE	2.430%	-	-	8/29/2022	11/3/2022	2.430%	8,788	8,749	-
TNOTE	2.346%	-	-	8/12/2022	11/4/2022	2.346%	17,547	17,692	-
TNOTE	3.056%	480,469	500,000	8/12/2022	2/15/2024	3.056%	9,670	625	9,045
TNOTE	2.583%	-	-	9/7/2022	11/8/2022	2.583%	10,969	11,074	-
TNOTE	2.838%	-	-	9/8/2022	12/5/2022	2.838%	8,553	8,611	-
TNOTE	3.122%	-	-	9/29/2022	12/7/2022	3.122%	5,902	5,947	-
TNOTE	3.280%	-	-	9/28/2022	12/21/2022	3.280%	28,307	28,485	-
TNOTE	3.450%	489,831	500,000	9/8/2022	9/7/2023	3.450%	9,641	-	9,641
TNOTE	4.165%	489,297	500,000	9/28/2022	9/30/2023	4.165%	10,498	1,250	9,248
TNOTE	3.366%	239,824	250,000	9/7/2022	3/15/2024	3.366%	4,726	625	4,101
TNOTE	4.194%	236,113	250,000	9/28/2022	9/15/2024	4.194%	5,286	469	4,817
TNOTE	4.190%	479,551	500,000	9/28/2022	9/30/2024	4.190%	10,561	7,500	3,061
TNOTE	3.574%	-	-	10/28/2022	12/20/2022	3.574%	7,784	7,745	-
TNOTE	3.474%	-	-	10/19/2022	12/21/2022	3.474%	1,499	1,511	-
TNOTE	4.350%	243,897	250,000	10/19/2022	10/15/2023	4.350%	4,857	-	4,858
TNOTE	4.399%	244,443	250,000	10/19/2022	4/30/2024	4.399%	4,911	3,125	1,788
TNOTE	4.329%	-	-	1/18/2023	2/14/2023	4.329%	18,413	18,354	-
TNOTE	4.391%	-	-	1/11/2023	3/7/2023	4.391%	38,045	37,792	-
TNOTE	4.303%	-	-	1/9/2023	3/28/2023	4.303%	18,391	18,226	-
TNOTE	4.516%	1,994,420	2,000,000	1/9/2023	4/25/2023	4.516%	20,044	-	20,044
TNOTE	4.511%	249,303	250,000	1/10/2023	4/25/2023	4.511%	2,472	-	2,472
TNOTE	4.590%	2,488,605	2,500,000	1/10/2023	5/9/2023	4.590%	25,151	-	25,151
TNOTE	4.647%	2,719,189	2,750,000	1/9/2023	6/29/2023	4.647%	28,359	-	28,359
TNOTE	4.580%	494,398	500,000	1/18/2023	6/29/2023	4.580%	4,517	-	4,517
TNOTE	4.540%	2,737,842	2,750,000	2/8/2023	5/8/2023	4.540%	17,445	-	17,445
TNOTE	4.295%	238,047	250,000	2/8/2023	2/15/2025	4.295%	1,500	1,875	(375)
TNOTE	4.630%	1,491,290	1,500,000	3/1/2023	5/19/2023	4.630%	5,708	-	5,708
TNOTE	4.693%	2,231,600	2,250,000	3/8/2023	6/5/2023	4.693%	6,654	-	6,654
TNOTE	4.735%	495,847	500,000	3/17/2023	6/6/2023	4.735%	908	-	908
TNOTE	4.755%	494,878	500,000	3/8/2023	6/21/2023	4.755%	1,498	-	1,498
TNOTE	4.652%	981,350	1,000,000	3/17/2023	8/25/2023	4.652%	1,784	-	1,784
TNOTE	5.090%	479,625	500,000	3/1/2023	2/26/2024	5.090%	2,092	-	2,092
TNOTE	3.500%	250,053	250,000	3/10/2023	2/15/2033	3.500%	503	-	503
<b>SUBTOTAL TNOTES</b>		<b>\$ 28,562,971</b>	<b>\$ 29,090,000</b>				<b>\$ 609,452</b>	<b>\$ 353,673</b>	<b>\$ 227,477</b>
ILLINOIS FUNDS (IPTIP)	0.000%	46,574,149	46,574,149	DAILY	DAILY	0.000%	1,035,856	1,035,856	-
CHASE (Money Market)	0.000%	1,681,469	1,681,469	DAILY	DAILY	0.000%	11,216	11,216	-
ISDLAF-LIQ+MAX FUND (Money Market)	0.000%	9,331,634	9,331,634	DAILY	DAILY	0.000%	206,937	206,937	-
2020 BOND PROCEEDS	0.000%	20,518,417	20,518,417	DAILY	DAILY	0.000%	482,913	482,913	-
PMA NEXBANK SSB-ICS	0.000%	17,218,217	17,218,217	DAILY	DAILY	0.000%	62,025	62,025	-
PMA FIRST-AMERICAN	0.000%	164,516	164,516	DAILY	DAILY	0.000%	4,392	4,392	-
HUNTINGTON MMAX	0.000%	5,074,928	5,074,928	DAILY	DAILY	0.000%	71,680	71,680	-
<b>SUBTOTAL MONEY MKT &amp; SAVINGS</b>		<b>\$ 100,563,328</b>	<b>\$ 100,563,328</b>				<b>\$ 1,875,019</b>	<b>\$ 1,875,019</b>	<b>\$ -</b>
GNMA POOL	8.000%	need to provide	-	1995-1997	2025-2027	8.000%	-	-	-
GNMA	8.000%	434	430	12/31/1997	12/31/2027	8.000%	35	37	(5)
GNMA	8.000%	2,153	2,121	12/31/1997	12/31/2027	8.000%	145	149	(9)
GNMA	8.000%	2,677	2,634	12/31/1997	12/31/2027	8.000%	210	220	(20)
GNMA	8.000%	1,179	1,159	12/31/1997	12/31/2027	8.000%	80	83	(8)
GNMA	8.000%	139	137	12/31/1997	12/31/2027	8.000%	11	11	(1)
GNMA	8.000%	1,566	172	12/31/1997	12/31/2027	8.000%	18	103	(197)
GNMA	8.000%	971	951	12/31/1997	12/31/2027	8.000%	62	63	(4)
GNMA	8.000%	1,586	1,548	12/31/1997	12/31/2027	8.000%	101	104	(6)
GNMA	7.500%	3,046	2,987	4/20/1998	4/20/2028	7.500%	186	190	24
GNMA	7.500%	3,855	3,730	5/20/1998	5/20/2028	7.500%	228	232	26
GNMA	7.000%	2,734	2,685	8/20/1998	5/20/2028	7.000%	156	159	8
GNMA	6.500%	3,134	3,101	10/21/1998	4/20/2028	6.500%	167	171	10
GNMA	6.500%	4,272	4,150	11/18/1998	11/20/2028	6.500%	222	227	22
GNMA	6.500%	4,043	3,989	11/18/1998	10/20/2028	6.500%	211	216	10
GNMA	6.500%	5,654	5,510	1/21/1999	1/20/2029	6.500%	297	304	43
GNMA	6.500%	4,179	4,119	3/23/1999	3/20/2029	6.500%	216	221	16
GNMA	7.000%	4,999	4,878	6/23/1999	5/20/2029	7.000%	281	287	37
GNMA	7.500%	4,012	3,882	8/24/1999	8/20/2029	7.500%	236	239	35
GNMA	8.000%	2,494	2,373	5/22/2000	4/20/2030	8.000%	154	157	14
GNMA	7.000%	3,275	3,163	2/20/2001	2/20/2031	7.000%	181	185	19
GNMA	7.000%	5,866	5,528	5/21/2001	4/20/2031	7.000%	307	311	32
GNMA	6.500%	7,056	6,744	12/20/2001	12/20/2031	6.500%	357	363	34
GNMA	6.500%	6,071	5,791	4/20/2002	4/20/2032	6.500%	308	314	28
GNMA	6.500%	4,361	4,213	6/20/2002	6/15/2032	6.500%	213	214	8
GNMA	6.000%	7,717	7,383	9/23/2002	7/20/2031	6.000%	357	363	(30)
GNMA	5.500%	21,795	21,139	12/19/2002	12/20/2032	5.500%	919	931	94
GNMA	5.500%	21,440	20,795	1/22/2003	1/20/2033	5.500%	908	921	58
GNMA	5.000%	30,990	30,103	6/19/2003	5/20/2033	5.000%	1,201	1,219	68
GNMA	5.500%	38,271	37,119	8/20/2003	8/20/2033	5.500%	1,631	1,657	221
GNMA	6.000%	29,485	27,865	9/23/2003	8/20/2033	6.000%	1,322	1,337	106
GNMA	5.500%	38,092	36,858	11/19/2003	10/20/2033	5.500%	1,614	1,636	98

Type of Security: OCC FUNDS	Coupon Rate	Fair Market Value *g	Par Value	Purchase Date	Maturity Date	Rate of Interest	Interest Earnings YTD	Interest Payments Received	Accrued Interest Balance
GNMA	5.000%	52,896	51,320	3/23/2004	2/20/2034	5.000%	2,049	2,077	322
GNMA	5.000%	35,890	34,820	4/20/2004	3/20/2034	5.000%	1,372	1,386	303
GNMA	6.000%	21,776	21,382	6/22/2004	4/15/2029	6.000%	1,006	1,015	109
<b>SUBTOTAL GNMAS</b>		<b>\$ 378,108</b>	<b>\$ 364,778</b>				<b>\$ 16,759</b>	<b>\$ 17,098</b>	<b>\$ 1,463</b>
FNMA	2.389%	-	-	10/18/2017	1/25/2023	2.389%	520	728	-
FNMA	2.500%	19,575	19,742	10/20/2017	4/25/2028	2.500%	628	693	47
FNMA	1.875%	280,816	300,000	10/19/2017	9/24/2026	1.875%	4,223	5,625	473
FNMA	2.532%	324,891	332,963	10/25/2017	9/24/2024	2.532%	6,612	6,760	(46)
FNMA	2.561%	394,261	404,844	10/26/2017	7/25/2024	2.561%	7,982	8,139	(464)
FNMA	2.780%	-	(0)	11/14/2017	5/1/2025	2.780%	3,844	4,853	(214)
FNMA	2.723%	97,642	100,012	1/11/2018	10/25/2024	2.723%	2,177	2,268	63
FNMA	2.961%	442,282	426,657	3/28/2018	2/25/2027	2.961%	10,020	11,058	658
FNMA	2.902%	76,217	59,730	6/29/2018	1/25/2028	2.902%	1,315	1,804	(915)
FNMA	2.961%	-	38,288	7/27/2018	2/25/2027	2.961%	851	-	270
FNMA	2.711%	113,713	118,542	11/6/2018	6/25/2025	2.711%	2,496	2,552	(835)
FNMA	2.590%	68,147	91,102	1/25/2019	12/25/2024	2.590%	1,839	1,440	792
FNMA	3.050%	322,067	340,344	4/30/2019	12/1/2025	3.050%	7,847	7,752	1,280
FNMA	3.135%	-	-	7/5/2019	10/1/2032	3.135%	593	1,346	-
FNMA	2.800%	324,202	350,000	7/26/2019	7/1/2029	2.800%	7,357	7,432	(211)
FNMA	2.500%	43,863	46,847	9/17/2019	10/1/2034	2.500%	926	938	100
FNMA	2.670%	89,787	94,402	9/26/2019	9/1/2026	2.670%	1,904	1,926	155
FNMA	2.640%	229,643	250,000	10/25/2019	9/1/2029	2.640%	4,955	5,005	408
FNMA	2.610%	183,969	185,767	1/14/2020	8/1/2023	2.610%	3,680	3,302	722
FNMA	2.500%	39,285	43,130	3/12/2020	3/1/2035	2.500%	845	837	161
FNMA	2.340%	141,239	145,878	3/16/2020	8/1/2024	2.340%	2,576	2,605	210
FNMA	1.160%	177,574	193,223	12/16/2020	1/1/2026	1.160%	1,692	1,712	139
FNMA	1.410%	79,352	100,000	4/30/2021	7/1/2032	1.410%	1,058	1,069	87
LOCAL GOV - Jackson Sheffield Apartments	1.715%	138,838	150,301	2/25/2022	10/1/2025	1.715%	1,924	1,936	11
FNMA	3.444%	145,602	145,556	9/14/2022	12/25/2027	3.444%	2,732	3,695	(964)
FNMA	3.665%	195,926	225,000	9/29/2022	9/25/2028	3.665%	4,134	2,583	1,551
FNMA	2.673%	243,807	255,000	11/29/2022	3/25/2026	2.673%	2,278	1,704	574
FNMA	2.525%	152,090	160,000	11/1/2022	5/25/2026	2.525%	1,660	1,347	314
FNMA	3.650%	156,584	160,000	11/8/2022	2/25/2028	3.650%	2,288	1,947	341
FNMA	2.735%	217,145	225,000	11/29/2022	9/25/2025	2.735%	2,057	1,538	518
FNMA	2.854%	244,150	278,813	12/15/2022	4/25/2025	2.854%	2,315	1,803	512
<b>SUBTOTAL FNMAS</b>		<b>\$ 4,942,667</b>	<b>\$ 5,241,141</b>				<b>\$ 95,326</b>	<b>\$ 96,397</b>	<b>\$ 5,737</b>
FED AGENCY (FHLB)	2.500%	50,400	51,951	10/27/2017	5/15/2029	2.500%	1,187	1,239	113
FED AGENCY (FHLM)	3.498%	-	-	3/27/2018	1/25/2023	3.498%	132	206	-
FED AGENCY (FHLM)	4.000%	158,746	160,000	12/10/2018	10/25/2028	4.000%	4,804	4,872	378
FED AGENCY (FHLM)	3.002%	120,145	121,481	5/30/2019	1/25/2024	3.002%	2,753	2,760	307
FED AGENCY (FHLM)	2.510%	-	-	7/30/2019	11/25/2022	2.510%	1,311	1,729	-
FED AGENCY (FHLM)	1.766%	610	611	2/27/2020	2/25/2025	1.766%	104	137	(215)
FED AGENCY (FHLMC)	1.409%	112,797	125,000	6/11/2020	11/25/2027	1.409%	1,322	1,321	148
FED AGENCY (OFDC)	1.320%	416,118	500,000	8/17/2020	3/15/2035	1.320%	4,955	6,600	555
FED AGENCY (FHLMC)	1.500%	82,721	100,000	2/5/2021	10/25/2030	1.500%	1,126	1,125	126
FED AGENCY (FHLMC)	1.590%	133,826	150,000	2/23/2021	12/25/2027	1.590%	1,790	1,803	168
FED AGENCY (FHLMC)	1.570%	210,047	233,415	2/26/2021	7/25/2032	1.570%	2,882	2,900	309
FED AGENCY (FHLMC)	1.590%	91,590	100,000	10/15/2021	4/15/2028	1.590%	1,194	795	750
<b>SUBTOTAL FED AGENCY</b>		<b>\$ 1,377,001</b>	<b>\$ 1,542,458</b>				<b>\$ 23,560</b>	<b>\$ 25,487</b>	<b>\$ 2,638</b>
LOCAL GOV - NYCT	2.250%	-	-	10/24/2017	11/1/2022	2.250%	1,911	2,813	-
LOCAL GOV - GMSD	2.720%	-	-	12/5/2017	3/10/2023	2.720%	3,771	2,720	-
LOCAL GOV - DMUN	3.696%	195,216	200,000	8/30/2018	8/1/2028	3.696%	5,549	7,392	1,237
LOCAL GOV - WCD	3.200%	49,087	50,000	3/7/2019	1/1/2025	3.200%	1,201	1,600	428
LOCAL GOV - NYFA	2.920%	95,136	100,000	6/24/2019	2/1/2027	2.920%	2,192	2,920	245
LOCAL GOV - BWVB	2.161%	-	-	11/26/2019	11/10/2022	2.161%	1,102	1,513	-
LOCAL GOV - MWRD	2.363%	93,904	100,000	11/30/2019	4/1/2027	2.363%	1,774	1,182	1,242
LOCAL GOV - MCWA	2.082%	-	-	11/30/2019	9/15/2024	2.082%	354	1,001	-
LOCAL GOV - ABCWA	1.350%	89,031	100,000	6/11/2020	7/1/2027	1.350%	1,013	1,350	361
LOCAL GOV - PCT	1.500%	142,467	150,000	8/7/2020	4/1/2025	1.500%	1,689	1,125	1,164
LOCAL GOV - SOH	1.145%	64,137	75,000	8/12/2020	8/1/2028	1.145%	645	859	134
LOCAL GOV - SOL	0.650%	129,126	135,000	10/2/2020	6/1/2024	0.650%	659	439	732
LOCAL GOV - HBUH	1.684%	130,720	150,000	5/13/2021	8/1/2028	1.684%	1,896	2,526	47
LOCAL GOV - MSDO	1.510%	176,197	200,000	5/28/2021	6/15/2028	1.510%	2,267	1,510	883
LOCAL GOV - CSU	0.862%	92,171	100,000	7/9/2021	11/1/2025	0.862%	647	431	406
LOCAL GOV - GRSS	1.762%	125,543	150,000	8/25/2021	1/1/2030	1.762%	1,984	2,643	404
LOCAL GOV - Alabama FAHFA	1.856%	129,049	150,000	10/7/2021	9/1/2029	1.856%	2,090	2,784	275
LOCAL GOV - Germantown WI SD	1.300%	92,524	100,000	10/26/2021	4/1/2026	1.300%	976	-	1,365
LOCAL GOV - U of Arizona	0.863%	94,539	100,000	11/10/2021	11/1/2024	0.863%	648	432	405
LOCAL GOV - Coast Comm College District CA	2.231%	84,475	100,000	2/8/2022	8/1/2031	2.231%	1,675	2,188	355
LOCAL GOV - Yosemite Comm CA Coll Dist	2.082%	136,772	150,000	2/17/2022	8/1/2027	2.082%	2,344	2,984	498
LOCAL GOV - Columbus OH UNLTD	0.037%	173,426	180,000	5/17/2022	4/1/2032	0.037%	50	3,402	(3,344)
LOCAL GOV - Oregon St.	0.037%	146,332	150,000	5/17/2022	5/1/2029	0.037%	41	2,502	(2,455)
LOCAL GOV - New York Dormitory	1.700%	180,385	200,000	6/23/2021	3/15/2027	1.700%	2,552	3,076	45
LOCAL GOV - Multnomah Cnty Ore	1.250%	97,513	110,000	7/15/2021	6/30/2027	1.250%	1,032	688	(113)
LOCAL GOV - U of Arizona	1.580%	96,099	115,000	7/19/2022	9/15/2030	1.580%	1,269	909	361
LOCAL GOV - State of Wisconsin	2.501%	-	-	8/12/2022	11/3/2022	2.501%	768	1,707	-
LOCAL GOV - Mississippi State	1.632%	80,444	100,000	10/13/2022	11/1/2031	1.632%	756	816	(60)
LOCAL GOV - City of Henderson, Nevada	2.430%	114,663	130,000	11/30/2022	6/1/2030	2.430%	788	-	788
LOCAL GOV - State of Wisconsin	1.151%	177,437	200,000	11/14/2022	5/1/2027	1.151%	864	-	864
LOCAL GOV	1.404%	130,180	155,000	12/13/2022	8/1/2029	1.404%	644	1,088	(444)
<b>SUBTOTAL LOCAL GOVT</b>		<b>\$ 3,116,570</b>	<b>\$ 3,450,000</b>				<b>\$ 45,151</b>	<b>\$ 54,597</b>	<b>\$ 5,822</b>
<b>TOTAL INVESTMENTS</b>		<b>\$ 166,343,501</b>	<b>\$ 168,329,993</b>				<b>\$ 2,895,922</b>	<b>\$ 2,486,859</b>	<b>\$ 435,131</b>

**Three Months Ended March 31st, 2023 and 2022**

Security	Quarter				Year to Date			
	2023		2022		2023		2022	
	Earnings	Avg Yield	Earnings	Avg Yield	Earnings	Avg Yield	Earnings	Avg Yield
<b>GENERAL FUNDS</b>								
Certificate of Deposit	\$ 230,655	2.60%	\$ 71,522	0.62%	\$ 303,463	2.60%	\$ 157,044	0.62%
Money Market					-			
Illinois Funds	1,035,856	4.40%	14,143	1.57%	1,773,321	3.40%	18,578	0.08%
Chase Savings	11,216	1.41%	98	0.01%	18,253	0.93%	194	0.01%
ISDLAF - Liq+Max Fund	206,937	6.48%	636	0.03%	376,135	3.12%	1,235	0.03%
2020 Debt Certificates			-	0.00%	-		-	0.00%
2020 Bond Series B	482,913	4.43%	3,535	0.03%	830,084	3.18%	6,560	0.02%
PMA LGIP -SDA			-	0.00%	-		-	0.00%
PMA Bank of China SDA	-	#N/A	2,488	0.02%	-	0.00%	5,912	0.02%
PMA First American	4,392	4.91%	7	0.12%	7,342	3.42%	14	0.01%
PMA NEX Bank	62,025	0.00%	3,509	0.05%	62,025	0.00%	7,193	0.04%
Huntington MMAX	71,680	2.86%	877	0.02%	118,396	1.90%	1,885	0.02%
PMA Term Series			-	0.00%	-		-	0.00%
Treasury Notes	609,452	1.66%	56,387	0.52%	1,095,301	2.15%	97,093	0.58%
GNMA	16,759	6.75%	21,014	6.75%	34,183	6.75%	43,027	6.75%
FNMA	95,326	2.36%	99,022	2.24%	185,512	2.56%	201,299	2.47%
Other Fed Agency Bonds	23,560	1.69%	32,914	2.09%	48,862	2.20%	67,188	2.25%
Municiple and other Bonds	45,151	1.46%	36,368	1.73%	91,503	1.69%	70,907	1.86%
<b>Total</b>	<b>\$ 2,895,922</b>	<b>2.71%</b>	<b>\$ 342,520</b>	<b>1.94%</b>	<b>\$ 4,944,380</b>	<b>2.89%</b>	<b>\$ 678,129</b>	<b>2.01%</b>
Fair Mkt Value Adj.	\$ 394,477	1.10%	\$ (602,569)	-1.45%	\$ 95,561	0.20%	\$ (897,510)	-3.18%

**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 Inv. Fund - No Current 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, Fnma & Fed Agency	A share of pooled mortgages guaranteed by the Federal Government
Municiple 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. Authorization to pay part-time faculty in the amount of \$13,595.75 for the spring 2023 term.
- b. Authorization to rescind payment for part-time faculty in the amount of \$4,150.50 for the spring 2023 term.

Other items approved by the Alliance for Lifelong Learning Executive Board in April were the following:

- c. Recommend no FY'24 tuition increases for general Alliance classes. The tuition for some specialized classes including workforce related, CEHP, on-line, Emeritus, Youth, reimbursable Alliance classes and fitness classes will vary from the approved rates due to increased vendor costs or based on competitive rates.
- d. Recommend no FY'24 increase in the \$4.00 technology fee.
- e. Recommend no FY'24 increase in the \$12.00 processing fee.
- f. Recommend the continuation of the professional services of the Adult Education specialists for the GED Program, Literacy Program, ESL Program, and the Evening High School Program pending the receipt of adequate FY'24 ICCB Adult Education and Family Literacy grant funds.
- g. Recommend the FY'24 classroom and office rental rates remain at the same level as the FY'23 rates unless otherwise reduced by individual districts.

MB:bd  
4/2023

**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 g as stipulated above, and hereby approves the expenditures in the amount not to exceed \$13,595.75 for all funds listed in item a."

**Supplemental Authorization to Pay Professional Personnel – Spring 2023**

Comparative figures:

<b>Spring 2023 Part-Time</b>	<b>Spring 2022 Part-Time</b>
<b>\$3,492,962.63</b>	<b>\$3,459,825.21</b>
<b>Spring 2023 Overload</b>	<b>Spring 2022 Overload</b>
<b>\$679,357.70</b>	<b>\$599,192.54</b>

IL:jg  
4/2023

**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 approves an adjustment of \$277,941.56 to the total amount of part-time teaching salaries paid during the spring semester 2023; the revised total payment amount is \$3,492,962.63.”

“Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$65,510.75 to the total amount of faculty overload salaries paid during the spring semester 2023; the revised total payment amount is \$679,357.70.”

**Approval of Clinical Practice Agreements**

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

**Health Information Technology program:**

New: This is a new agreement for the Health Information Technology program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences April 25, 2023 and terminates April 25, 2028.

**Physical Therapist Assistant program:**

New: This is a new agreement for the Physical Therapist Assistant program. It has been reviewed and approved by the College faculty and administration. This is a ten-year agreement which commences April 25, 2023 and terminates April 25, 2033.

IL:wh  
4/2023

**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 approves the following cooperative agreements:

**Health Information Technology program  
Physical Therapist Assistant program.”**

**Approval of Agreement with the Northern Illinois Workforce Coalition (NIWC) for Apprenticeship Tuition**

This agreement is entered into by and among Participating Community Colleges for the express purpose of increasing collaboration across organizations for greater support of students participating in apprenticeship programs. Through more direct collaboration, the signing organizations (parties) commit to piloting in-district tuition rates for all apprenticeship students regardless of their domicile residence.

JLS:bs  
4/2023

**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 approves the agreement for Oakton College to participate in the Northern Illinois Workforce Coalition (NIWC) for Apprenticeship Tuition."

*Northern Illinois Workforce Coalition (NIWC)*  
*Memorandum of Understanding – Apprenticeship Tuition*

**THIS AGREEMENT** is entered into by and among Participating Community Colleges for the express purpose of increasing collaboration across organizations for greater support of students participating in apprenticeship programs. Through more direct collaboration, the signing organizations (parties) commit to piloting in-district tuition rates for all apprenticeship students regardless of their domicile residence.

**PARTICIPATING COMMUNITY COLLEGES**

City Colleges of Chicago  
College of Lake County  
Elgin Community College  
Harper College  
Joliet Junior College  
Kankakee Community College  
McHenry Community College  
Moraine Valley Community College  
Morton Community College  
Oakton Community College  
Prairie State College  
Triton Community College  
Waubensee Community College

**WITNESSETH:**

**WHEREAS**, by means of this Agreement, the parties hereto desire to increase support of students enrolled in apprenticeship programs and taking courses at Participating Community Colleges; and

**WHEREAS**, the parties hereto believe this Agreement should be one of the means to establish a viable method to increase cooperation between the parties hereto; and

**WHEREAS**, the parties believe offering in-district tuition rates to apprenticeship students, regardless of their domicile residence, will improve access to education and better support students and their employers;

**NOW THEREFORE**, in consideration of the mutual covenants hereinafter contained, the parties hereto agree as follows:

**1. Party Identification**

For the purpose of this Agreement, “Participating Community College” refers to an Illinois Community College signatory of this Agreement.

### **3. Terms of Agreement**

Participating Community Colleges will charge in-district tuition rates for all apprenticeship students taking courses at their institution provided the student provides written substantiation (documentation) of their participation in an apprenticeship program.

### **4. Duration of Agreement; Termination of Agreement**

The Agreement shall be considered a pilot program subject to periodic NIWC review and evaluation of results. This Agreement shall take effect upon adoption by at least two Participating Community Colleges and apply only to those Participating Community Colleges that have adopted the Agreement. The pilot program term shall begin immediately upon adoption of at least two Participating Community Colleges and end on June 30, 2024, for all Participating Community Colleges regardless of their respective adoption dates.

### **5. Termination of Participation in Agreement**

The President of a Participating College which desires to terminate its participation in this Agreement shall give notice in writing thirty (30) days in advance. Notice of termination may be given at any time.

### **6. Amendments to Agreement**

Amendments to this Agreement, other than the addition or the termination from participation of a Participating Community College, may be made only by written consent of all parties. To be effective, such amendments shall be prepared in the form of an Addendum to this Agreement and shall be approved by the President of each Participating Community College.

### **7. Coordination and Distribution of Amendments to Agreement**

NIWC, in consultation with Participating Community Colleges, shall coordinate and timely distribute amendments to this Agreement to Participating Community Colleges.

### **8. Program Development and Research**

Participating Community Colleges agree to share publicly available enrollment and apprenticeship data as needed to assess the overall impact of the pilot program.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the date and year first above written.

**PARTICIPATING COMMUNITY COLLEGES:**

**Illinois Community College Signature Page**

Community College Name: Oakton College

Community College District: 535

President's Name: Joianne L. Smith

\_\_\_\_\_  
President's Signature

**Authorization to Approve April Purchases**

Any purchase exceeding \$25,000 requires Board Approval. The following purchases meet that criteria. If the Board so desires, this resolution will enable the Board to approve all of the following purchases in a single resolution. Item “a” was previewed at the February 2023 Board of Trustees Meeting. Items “b - f” were previewed at the March 2023 Board of Trustees Meeting. Item “g” has not been previewed.

EC:tt  
04/2023

**President’s Recommendation:**

That the Board adopts the following resolution:

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

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor and Location</u>	<u>Amount</u>
4/23-9a	1	Ambulance Simulator	EMS Simulator, L.P. Frisco, TX	\$39,500.00
4/23-9b	1	Desire2Learn Management System – Three-Year Renewal	Desire2Learn, Ltd. Towson, MD	\$511,732.72
4/23-9c	1	Google Workspace for Education Plus – Three-Year Renewal	CDW-G, LLC Chicago, IL	\$69,592.50
4/23-9d	1	Zoom Video Communication – Three-Year Renewal	Zoom Video Communications, Inc San Jose, CA	\$131,400.00
4/23-9e	1	Duo Multi-Factor Authentication Services – One-Year Renewal	Duo Security Ann Arbor, MI	\$39,000.00
4/23-9f	1	Chromebook Computers	JensenIT, Inc Des Plaines, IL	\$58,152.00
4/23-9g	1	Interim Financial Aid Staffing	Blue Icon Advisors Washington, DC	\$96,000.00

**GRAND TOTAL: \$918,377.22.”**

IN DISTRICT	\$58,152.00
CONSORTIUM	\$0.00
BID	\$39,500.00
BID EXEMPT	\$820,725.22
QBS	\$0.00

**Authorization to Purchase Ambulance Simulator**

In October 2022, the College was awarded an ICCB Pipeline for Advancement of the Healthcare Workforce (PATH) grant to create, support, and expand the opportunities of individuals in select healthcare pathways to obtain credentials and degrees that allow them to enter and/or advance their careers in the healthcare industry. This initiative aims to meet unmet healthcare community and employment needs by increasing enrollment and retention in nursing and other healthcare pathways, specifically for underrepresented groups of students who might not otherwise be successful or able to enroll in healthcare programs.

The grant allows for capacity-building activities including the purchase of equipment as a key part of program development. The College issued a bid for competitive submissions for an ambulance simulator for the Emergency Medical Technician (EMT) basic and paramedic programs. The simulator will provide students with a hands-on, real-world environment, including ALS/BLS basic cabinet shelving, CPR Seat, triage lights, oxygen outlet, overhead IV hanger, and more.

The bid was sent to 4 vendors, and the College received 3 bid responses.

<b>Ambulance Simulator w/ Optional Features</b>	
<b>Bid# 0227-23-05</b>	
<b>Vendor</b>	<b>Total Price</b>
<b>EMS Simulator, L.P.</b>	<b>\$39,500.00</b>
Rescue Simulation Products	\$46,675.00
DiaMedical USA	\$57,780.00

The lowest responsible and responsive bid was submitted by EMS Simulator, L.P. of Frisco, TX for \$39,500.00. EMS Simulator has been established for nearly 10 years and specializes in advanced technology to assist instructors in educating students to become EMTs/Paramedics.

The Administration is confident that EMS Simulator will be able to meet the College's expectations.

MB:tt  
4/2023

**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 an Ambulance Simulator from EMS Simulator L.P., PO Box 1466, Frisco, TX 75034, for a total of \$39,500.00 in accordance with their low bid in response to Invitation to Bid # 0227-23-05."

**Authorization to Purchase Desire2Learn (D2L) Learning Management System – Three-Year Renewal**

The College has used Desire2Learn (D2L) as its learning management system (LMS) platform since 2010. The LMS is a set of programs that support online, on-campus, and hybrid courses. LMS provides faculty with a group of tools to construct online classes. These tools manage the class content, enrollments, and assessments, and allow instructors to efficiently handle grade books, test creation, threaded discussions, rosters and student communications.

At the June 2020 Board of Trustees meeting, the Board approved a three-year contract renewal for D2L, expiring on July 28, 2023. The authorized amount was \$394,383.39. D2L has provided a proposal for a three-year renewal:

<b>Period</b>	<b>Cost</b>
July 29, 2023 – July 28, 2024	\$162,326
July 29, 2024 – July 28, 2025	\$170,442.30
July 29, 2025 – July 28, 2026	\$178,964.42
<b>Total</b>	<b>\$511,732.72</b>

The Administration is recommending approval to continue with D2L for a three-year renewal, and is confident that D2L will continue to meet the instructors' expectations.

The 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  
4/2023

**President's Recommendation:**

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes a three-year renewal for the Desire2Learn Management System from Desire2Learn (D2L), Ltd., 210 W Pennsylvania Avenue, Suite 400A, Towson, MD 21204, for a total of \$511,732.72 per their quote # Q-52117."

**Authorization to Purchase Google Workspace for Education Plus – Three-Year Renewal**

In August 2020, the Board approved a three-year contract for Google Enterprise License with CDW-G, LLC. The College uses Google Workspace for Education as its enterprise-wide communication and collaboration tool. Its features include the Gmail email platform, Calendar, Meet, Docs, Sheets, Drive, and Jamboard, among others.

Google Workspace Plus for Higher Education is a premium version of the Google Workspace suite of productivity and collaboration tools and has been designed specifically for colleges and universities. It offers a range of advanced features and security measures that are tailored to the needs of higher education institutions, including:

- 24/7 support: Google Workspace Plus provides dedicated support from Google experts that are available around the clock to help address any technical issues or questions.
- Enterprise-grade communication and collaboration tools: Workspace Plus provides access to enterprise-grade communication and collaboration tools such as Meet, Drive, and Docs, which allow students and faculty to work together seamlessly from anywhere at any time.
- Enhanced security features and advanced data protection.

Google Workspace Plus provides a comprehensive suite of tools and features designed to help higher education institutions collaborate more effectively, improve productivity, and protect their sensitive data and information. The College is seeking approval for a three-year renewal as follows:

<b>Period</b>	<b>Cost</b>
07/31/2023 – 07/30/2024	\$23,197.50
07/31/2024 – 07/30/2025	\$23,197.50
07/31/2025 – 07/30/2026	\$23,197.50
<b>Total</b>	<b>\$69,592.50</b>

The 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  
4/2023

**President’s Recommendation:**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes a three-year renewal for the Google Workspace for Education Plus from CDW- G, LLC, 75 Remittance Drive, Suite 1515, Chicago, IL 60675, for a total of \$69,592.50.”

**Authorization to Purchase Zoom Video Communication – Three-Year Renewal**

In August 2020, the Board approved a three-year contract with Zoom Video Communication, Inc., a video conferencing tool. Some of the features that make Zoom useful include the following:

- Video Conferencing: Zoom allows faculty members to conduct live video conferences with students, enabling them to communicate and interact as if they were in the same room.
- Screen Sharing: Faculty members can share their screens with students, which helps display presentations, videos, and other multimedia content.
- Breakout Rooms: Zoom enables faculty members to create breakout rooms, which are small groups of students that can work together on a specific task or discussion. This feature is helpful for group work and interactive discussions.
- Recording: Zoom allows faculty members to record their classes, which can be helpful for students who miss a class or for reviewing content later.
- Chat: The chat feature in Zoom allows students to ask questions or make comments without interrupting the class. This feature can also be used for online discussions or for sharing links and resources.
- Polling: Zoom enables faculty members to create polls, which can be used to gather feedback or assess student understanding of a topic.

The annual cost for Zoom Video Communication is \$43,800.00, which includes increased storage. The Administration seeks approval for a three-year renewal.

<b>Period</b>	<b>Cost</b>
07/28/2023 – 07/27/2024	\$43,800.00
07/28/2024 – 07/27/2025	\$43,800.00
07/28/2025 – 07/27/2026	\$43,800.00
<b>Total</b>	<b>\$131,400.00</b>

The 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  
4/2023

**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 Zoom software for a Three-Year renewal from Zoom Video Communications Inc., 55 Almaden Blvd, 6<sup>th</sup> Floor, San Jose, CA 95113, for a total of \$131,400.00 per their Quote # Q1966100.”

**Authorization to Purchase Duo Multi-Factor Authentication – One-Year Renewal**

As information technology security threats have increased along with the College moving to more cloud-hosted services, it has become critical to move beyond passwords to safeguard information. The College’s IT department evaluated various vendors’ applications and services and selected Duo Multi-Factor Authentication (MFA) in 2020.

With Duo MFA, users continue to use a password with an additional authentication mechanism such as a linked mobile device push/ One Time Password (OTP) application or a hardware security key. This is critical protection to prevent attacks using compromised credentials.

Duo is purchased using a Software as a Service (SaaS) model, and the current one-year contract expires on May 21, 2023. Given the current requirements for MFA from the revised safeguards rule for the Gramm-Leach-Bliley Act and our cybersecurity, the College Administration is recommending the renewal of Duo Multi-Factor Authentication Education Edition from Duo Security, a subsidiary of Cisco Systems, for an annual cost of \$39,000.00 with a contract term of 5/22/2023 to 5/21/2024.

This is a sole-source purchase directly from Duo Security and is exempt from bidding.

JW:tt  
4/2023

**President’s Recommendation:**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of a one-year contract for Duo Multi-Factor Authentication from Duo Security (a division of Cisco Systems), 123 N. Ashley Street Suite 200, Ann Arbor, Michigan 48104, for a total not to exceed \$39,000.00.”

**Authorization to Purchase Chromebook Computers for Students in Early Childhood Education (ECE) Program**

In September 2022, the College was awarded grant dollars to support Early Childhood Education (ECE) students in their pursuit of ECE credentials. As part of this grant, the ECE department seeks to procure Chromebook devices for students within the program who qualify for this technology support. These technology resources are essential for student success as most ECE courses are online, and all classes, even those which are face-to-face or hybrid, require students to submit their assignments electronically. These Chromebook devices will ensure that students have the necessary technical resources to engage in their ECE coursework and ultimately earn ECE credentials at Oakton and beyond.

The College received quotes from three vendors (one in-district). The following is proposed by the in-district vendor, JensenIT, Inc:

<b>Quantity</b>	<b>Unit Price</b>	<b>Total</b>
200 each	\$290.76	\$58,152.00

The 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  
4/2023

**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 Chromebook Computers, from JensenIT Inc., 1689 Elk Boulevard, Des Plaines, IL 60016, for a total of \$58,152.00 per their Quote # 000657.”

**Authorization to Purchase Interim Contract Staffing Services for Financial Aid**

Migration from the legacy PowerFAIDS system to the implementation of the Banner Financial Aid module is currently underway to improve the delivery of financial assistance. This system change involves both process and technology redesign, including the addition of a Business Analyst in the Financial Aid department to maintain the new system. Along with a search for this position, there are two open staff positions and an upcoming retirement at the end of April. The Financial Aid department resources are stretched and the College needs staffing support to reduce disruptions to business continuity and the student experience.

Blue Icon Advisors, a subsidiary of the National Association of Student Financial Aid Administrators (NASFAA), provides interim staffing, utilizing individuals who have worked as financial aid professionals. The service was created to support NASFAA members who have struggled to secure temporary staffing in such a highly specialized field. The cost for this engagement is for an amount not to exceed \$96,000.00 for a period of six months. The College is confident that Blue Icon Advisors will be able to provide the specific qualifications needed for this project.

This purchase is bid-exempt in accordance with ILCS-805/3-27.1 item (a) for consulting and professional contracts for services.

MH:tt  
4/2023

**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 interim financial aid staffing from Blue Icon Advisors, 1801 Pennsylvania Ave., NW, Suite 850, Washington, DC 20036 for an amount not to exceed \$96,000.00.”

### Preview and Initial Discussion of Upcoming Purchases

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

a) **Library Services (CARLI and NILRC)** – In keeping with past practice, the College Library is renewing, canceling, and adding online databases and reference resources to support the institution's curriculum. All databases are accessible to Oakton students and employees from any computer through internet access using a proxy service maintained by the Library and Oakton's IT department. The Library has licenses for over 75 databases and 430 online reference resources. Most of these online resources are licensed through two statewide consortia groups: NILRC (the Network of Illinois Learning Resources in Community Colleges) and CARLI (the Consortium of Academic and Research Libraries in Illinois). For FY2024, the cost of these licenses brokered by NILRC and CARLI will not exceed \$96,400. These purchases are exempt from the bidding process according to Illinois Community College Act 110 ILLS.

b) **TargetX Professional Consulting Services** – Oakton has been successfully using TargetX Recruitment since 2019, and the College went live with TargetX Retention Suite in 2023. TargetX Retention Suite will allow staff to communicate with students via SMS and email effectively, engage with students through online and face-to-face appointment scheduling, and facilitate early alerts and the student success center. The improvements in the business process will effectively increase retention and improve the Oakton student experience.

The Retention Suite requires integration with the Banner student module and the College needs a professional consultant with experience in TargetX, Banner, and Informatica. Data integration from Banner to TargetX will ensure students and staff have up-to-date information, improving services to students in the Learning Center, Enrollment Center, and Advising. The College will be using professional services from Ms. Xia Yue to support the configuration of new data fields, integration and conversion of data and scheduling of scripts to fully integrate student demographics, placement testing, and academic history data. Ms. Yue will also deliver training to Oakton staff for full deployment of the TargetX Suite. The Administration will present this item to the Board for approval at the May 2023 Board meeting.

c) **Award Management Essentials - Blackbaud, Inc Software Subscription Contract** – Since 2015, Oakton has been using Blackbaud's Award Management software (previously known as Academic Works) to support the awarding of Oakton Foundation and Institutional scholarships. Blackbaud's Award Management software is the leading software provider as a service and scholarship management solutions to higher education institutions and foundations. The cloud-based solution improves the visibility of scholarships to students and simplifies the scholarship application and awarding process. In addition, the software also improves the business processes for all students and staff and enhances donor engagement. This software was also critical to support the awarding and distribution of over \$9 million in federal HEERF dollars received during the pandemic. The renewal is for a three-year contract with an expected total cost of \$78,768. The Administration will present this item to the Board for approval at the May 2023 Board meeting.

d) **Storage Area Network (SAN) and Hardware Support and Maintenance** – The College uses Storage Area Network (SAN) systems in the IT data center. A SAN provides back-end disk storage for the college's private cloud with scalability, performance, manageability, and disaster recovery capabilities. Two Pure Storage SAN servers were purchased in 2019, where the College's data, server operating systems, and IP telephony system are stored. The arrays were purchased with a

five-year support contract expiring in April 2024. The IT department has evaluated options for renewing the existing support contract and projecting future plans and expenses.

The IT Department recommends purchasing a three-year Evergreen forever support contract extension for the two Pure Storage arrays. This support contract provides for periodic upgrades of the array hardware at no additional cost, and locks in the support cost pricing. With this option, the College will not require a significant capital purchase in FY2027 when the current arrays would go out of support, and will ensure the equipment's lowest annual cost moving forward. The College is obtaining final quotes and will present this for purchase at the May 2023 Board of Trustees meeting. The total cost of this three-year contract extension is estimated at \$350,000.

- e) **Landscaping Renovation** – As part of the approved Master Plan, the College has issued a public bid for a contractor to work on multiple landscape renovation areas including site demolition, plant removal, concrete wall/pavement repair, new guardrail/railing design, planting soil amendments, planting design, specification of benches and other site amenities, landscape irrigation, bio-retention design, pavement marking, and fencing throughout both campuses. The bid results are expected in April, and will be presented to the Board for approval in May.
- f) **Automatic Logic – Three-Year Contract Renewal** – In January 2013, the Board of Trustees approved the purchase of a single unified building automation system to operate the Skokie campus, the Lee Center, and the Des Plaines campus main building. The building automation system operates the heating and cooling systems and is highly computerized with software that drives the mechanical components to operate.
- Automated Logic is the sole source provider for the service agreement and software maintenance. The current three-year contract expires on June 30, 2023. The Administration recommends renewing this contract for three years for the basic service. Basic service includes; software maintenance, database protection, telephone support, online technical support, system and service documentation/logs, operator training, twelve-monthly visits to the main Des Plaines building, twelve-monthly visits to the Skokie campus, and four quarterly visits to the Lee Center. We are working with the vendor on the renewal proposal and will present it to the Board for approval in May.
- g) **New Holland Skid Steer and Pusher Blade** – The Grounds department needs to replace the existing Skid Steer and Pusher Blade, which are 27 years old, and some parts are either damaged or no longer available to be replaced. The College is requesting to purchase a new Skid Steer and Pusher Blade for the Skokie campus. The new machine will allow for snow removal. The cost to purchase the Skid Steer and Pusher Blade is estimated at \$78,000. This will be a consortium purchase to be presented for Board approval in May.
- h) **Education Advisory Board - Community College Executive Forum (EAB-CCEF) Program – Three-Year Contract Renewal** – The College accesses Educational Advisory Board (EAB) to assist with student success initiative planning, including implementation and scaling from a research lens to improve student outcomes and enrollment and to maintain fiscal stability. Membership with EAB also gives Oakton access to evidence-based student success initiatives and best practices research.

The EAB-CCEF Program provides the following services and benefits:

- Oakton leadership to attend executive leadership roundtables and conferences.
- Oakton employees have access to webinars and Forum research on best practices, diagnostic and implementation resources, and executive briefings.

- Oakton research staff, institutional priority teams, and other teams focusing on student success outcomes have access to EAB staff to assist with institutional research associated with student success initiatives. Assistance is provided virtually and on campus.
- Oakton is assigned a strategy leader to maximize the use of services.

The cost to renew the membership for three years is \$70,500. This purchase will be presented to the Board in May.

- i) **Executive Leadership Team Coaching Services** – Achievement of the institutional goals and priorities outlined in the College’s new strategic plan, Vision 2030: Building Just and Thriving Communities, requires a collaborative, high-performing executive leadership team. Executive leadership coaching will help the executive leadership team create increased collaboration, enhanced communication, and stronger, more consistent leadership. The Administration has worked with StarWorks Leadership in Winnetka, Illinois, for previous coaching services and would like to engage them for additional executive coaching services. The Administration will present this item for Board approval at the May 2023 meeting.

**Approval of Settlement Agreement with a Former College Employee**

This legal matter has been discussed by the Board of Trustees in closed session.

JLS:bs  
4/2023

**President's Recommendation:**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 does hereby approve the Settlement Agreement with former College employee Marquetta Scott, and further authorizes and directs the College administration and attorneys to fulfill the College’s obligations as stipulated in the Agreement.”

**Approval of New Unit of Instruction**

Illinois Community College Board (ICCB) rules require the College to submit extensive documentation, including Board of Trustees approval, when a “new unit of instruction” is proposed. The College is proposing a new Law Enforcement and Criminal Justice certificate, a 5-credit hour **Drone Pilot Operator Certificate**.

The Drone Pilot Operator Certificate provides training for employment positions that utilize small Unmanned Aerial Vehicles (sUAV) and enable Federal Aviation Administration (FAA) certification for legal operation of sUAV’s (drones). Employment positions that utilize drone technology include public safety (police, fire, security) at the municipal, county, state, and federal levels. Public safety sUAV uses include crime scene and traffic crash mapping/documentation, and search and rescue operations. Other Career and Technical Education (CTE) sUAV employment opportunities include photography, real-estate, maintenance, and land surveyors.

This is an emerging field in public safety. As such, labor market data is limited. The national demand for drone pilots is expected to grow 51% in the next five years (Association for Unmanned Vehicle Systems International). According to Glassdoor, the average salary for a drone pilot operation in the United States is \$54,128 (Vaughn College, 2023).

**Drone Pilot Operator Certificate, 5 credit hours**

LAE 147 Basic Recreational Drone Pilot	2
LAE 247 Advanced Commercial Drone Pilot	3

IL:rw  
4/2023

**President’s Recommendation:**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following new unit of instruction: Drone Pilot Operator Certificate.”

**Approval of New Policy**

Policy 1027 is a Board of Trustees policy that was presented as a First Read at the March 21, 2023 meeting. In accordance with College policy, action on the proposed policy will take place at the next regular meeting of the Board of Trustees on April 25, 2023.

JLS:bs  
4/2023

**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 approval the proposed new policy 1027 in support of Standards of Practice, attached hereto.”

## **BOARD OF TRUSTEES**

### **Standards of Practice**

Members of the Oakton College Board of Trustees acknowledge and accept responsibility to uphold and support Standards of Practice that promote an environment of respectful, effective and accountable governance.

- A. The primary focus of the board is to support a teaching and learning environment that welcomes and promotes the success of the diverse communities that compose District 535.
- B. The board sets the tone of the college. Trustees will follow all college policies. Board decisions and interactions should reflect the mission, vision and values of the college.
- C. Trustees commit to developing and maintaining positive relations with fellow board members. Trustees will respect the opinions of others and work together to achieve common goals.
- D. The board derives authority from and is accountable to the community as a whole. Trustees will seek the well-being of the entire community and represent the community in their board decisions.
- E. The board's primary function is to establish the policies by which the college shall be administered. Authority to initiate policy recommendations, administer academic programs, conduct college business and implement board actions is delegated to the college president. Trustees will respect the delegation of authority to the president to administer the college.
- F. Authority rests with the entire board. The board's voice is expressed through the policies and actions it takes in its official meetings. Once the board has decided on a policy or position, a trustee must be prepared to support it publicly. As individuals, trustees have no legal authority to determine policies, programs or procedures or to direct staff.
- G. Trustees will demonstrate a commitment to informed, ethical decision-making by reviewing board materials provided, attending scheduled meetings, and requesting data and information through protocols established by the board and president.
- H. The board shall fulfill the fiduciary responsibility for sound fiscal management by reviewing financial reports and following established procedures to allow staff to address questions accurately. Trustees will demonstrate personal accountability and transparency in incurring and submitting reimbursement requests for trustee expenses.
- I. Deliberations of the board, particularly items discussed in closed session, are confidential and not for release or discussion in public. Trustees will establish and maintain the trust of fellow board members by maintaining confidentiality.
- J. Trustees will communicate and promote the needs of the community to the college and the needs of the college to the community. Trustees direct all media requests to the Director of Communications and External Relations to ensure a unified voice. Additionally, all follow-up with community members will go through appropriate channels.

- K. The board is responsible for creating and maintaining a spirit of cooperation and a mutually supportive relationship with its president. Trustees will promote a healthy working relationship with the college president through respectful, supportive, open and honest communication. Trustees will refer contacts from employees, students and community residents to the president.
  - L. Trustees will devote time to activities that will enhance knowledge of the college, the community college system and higher education issues. Trustees will engage in a regular and ongoing process of professional development and continuous improvement. Further, trustees will participate in college events and work collaboratively to ensure board presence at important college events and programs as appropriate.
- \* *This Standards of Practice policy was adapted from the Waubonsee Community College Standards of Practice, adopted in April, 2021.*

**First Read of Policy Revisions**

Oakton adopted Policy No. 3003—Investment of College Funds—in August 1996. Revisions have been made since that time to reflect the changing investment environment, with the last revision in March 2022. For the purpose of overall investment of excess funds, the College is governed by the Illinois Public College Act (110 ILCS 805) and the Illinois Public Funds Investment Act (30.ILCS 235). The fiduciary responsibility for the investments is entrusted to the College Board of Trustees, which has delegated that function to the Treasurer of the College. In keeping with existing Board policy, all investments of excess funds are to be made in a prudent, conservative, and secure manner and in accordance with the guidelines detailed in the College Investment Policy No. 3003.

The College is recommending an amendment to the policy to incorporate a revision to the Illinois Public Funds Investment Act permitting investment in corporate obligations maturing up to 3 years. Oakton will be limited to 10% of its portfolio in this type of investment under the proposed, revised policy. This change will allow the College to diversify its investment holdings and should result in higher returns over time.

EC:aw  
4/2023

**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 3003, attached hereto, with action to take place at the next regularly scheduled Board meeting.”

Deleted Text = ~~strikeout~~  
New Text = ***Bold italics***

**Policy No. 3003**  
08/20/1996  
Revised 10/20/1998  
Renumbered 7/1/2001  
Revised 1/17/2006  
Revised 1/27/2009  
Revised 2/17/2015  
Revised 3/21/2017  
Revised 3/15/2022  
***Revised 5/23/2023***  
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## **BUSINESS**

### **Investment of College Funds**

This policy provides for direction to the College Treasurer on investment of College funds.

#### **Objectives**

Investments shall be undertaken to ensure the preservation of principal in the overall portfolio. To attain this objective, only appropriate investment instruments will be purchased and insurance or collateral may be required to ensure the return of the principal.

The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the risk constraints, the cash flow characteristics of the portfolio and legal restrictions for return on investments.

The College Treasurer shall seek to act responsibly as custodian of the public trust and shall avoid any transactions that might impair public confidence in the College, the Board of Trustees, or the position of Treasurer.

The College Treasurer may use longer term investments to increase yield, provided, however, that sufficient funds are available to meet all disbursement obligations.

#### **Investment Instruments and Credit Risk**

All investments shall be made in accordance with the Illinois Public Funds Investment Act (30 ILCS 235 et seq.), as may be amended from time to time (hereinafter referred to as the "Act"). All transactions involving College funds and related activity of any funds shall be administered in accordance with the provisions of this policy and the canons of the "prudent person rule." The "prudent person" rule states, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

The College has chosen to limit its allowable investments to those instruments listed below:

- A. Bonds, notes, certificates of indebtedness, treasury bills or other securities carrying the full faith and guarantee of the United States government.
- B. Bonds, notes, debentures, or other similar obligations of the United States of America, its agencies, and its instrumentalities
- C. FDIC insured or collateralized interest-bearing savings accounts, interest bearing certificates of deposit or interest-bearing time deposits, or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act 205ILCS5.
- D. Municipal bonds issued by a county, park district, sanitary district, or other municipal corporation, or bonds and other interest-bearing obligations of the State of Illinois, or of any other state or of any political subdivision or agency of the State of Illinois or of any other state, whether the interest earned thereon is taxable or tax-exempt under federal law.
- E. Collateralized repurchase agreements of government securities which conform to the requirements stated in 30ILCS235 2(g) or 2(h).
- F. Public Treasurer's Investment Pool created under Section 17 of the State Treasurer's Act.
- G. Any other investment pool created under Section 17 of the State Treasurer Act provided the pool is rated AAAM by Standard & Poor's.
- H. Money Market Funds registered under the Investment Company Act of 1940 provided that their portfolio is limited to obligations described in Paragraph A or B of this section and provided the Fund is rated AAAM by Standards & Poor's (AAAM is the highest rating).
- I. Short term obligations of corporations organized in the United States with assets exceeding \$500,000,000 if: (i) such obligations are rated at the time of purchase at the highest short-term rating established by at least 2 standard rating services and that mature not later than 270 days from the date of purchase, (ii) such purchases do not exceed 10% of the corporation's outstanding obligations, and (iii) no more than 33% of the College's funds may be invested in short term obligations of corporations.
- J. ***In obligations of corporations organized in the United States with assets exceeding \$500,000,000 if (i) such obligations are rated at the time of purchase at one of the 3 highest classifications established by at least 2 standard rating services and which mature more than 270 days but less than 3 years from the date of purchase, (ii) such purchases do not exceed 10% of the corporation's outstanding obligations, and (iii) no more than 10% of the public agency's funds may be invested in obligations of corporations under this paragraph (J).***

The Treasurer shall not invest in derivatives of any type. Notwithstanding, the College may invest in mortgage-backed securities guaranteed as to principal and interest by the United States government or by its agencies or instrumentalities.

**Concentration Risk**

The College shall diversify its investment portfolio to reduce the risk of loss from over-concentration in a specific maturity, issuer or class of securities. Diversification strategies shall be determined and revised periodically by the College Treasurer.

At the time of investment, the College shall seek to maintain concentrations below the following recommended levels:

Description	Maximum Exposure Guidelines
Bonds, notes, certificates of indebtedness, treasury bills, or other securities carrying the full faith and guarantee of the United States government.	100%
Bonds, notes, debentures, or other similar obligations of the United States of America, its agencies, and its instrumentalities	100%
Mortgage-backed securities guaranteed as to principal and interest by the United States government or by its agencies or instrumentalities	33%
FDIC insured or collateralized interest-bearing savings accounts, interest bearing certificates of deposits or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act 205ILCS5.	100%
Municipal bonds issued by a county, park district, sanitary district, or other municipal corporation, or bonds and other interest-bearing obligations of the State of Illinois, or of any other state or of any political subdivision or agency of the State of Illinois or of any other state, whether the interest earned thereon is taxable or tax-exempt under federal law.	33%
Collateralized repurchased agreements of government securities which conform to the requirements stated in 30ILCS235 2(g) or 2(h)	33%
Public Treasurer's Investment Pool created under Section 17 of the State Treasurer's Act.	70%
Any other investment pool created under Section 17 of the State Treasurer Act provided the pool is rated AAAM by Standard & Poor's	70%
Money Market Funds	50%
Short-term obligations of corporations	33%
<b><i>Longer-term obligations of corporations as defined in paragraph J above</i></b>	<b>10%</b>

### **Interest Rate Risk**

As a means of limiting its exposure to fair value losses arising from raising interest rates, the College will limit its investment portfolio to no more than 50% maturing more than three years from the date of purchase unless approved by the Board through a special resolution.

### **Collateralization**

Time deposits in excess of FDIC insurable limits shall be secured by collateral acceptable under the Act or by private insurance, to protect public deposits in a single financial institution in the event of default evidenced by a written collateral agreement that meets the requirements of the Financial Institution Resource Recovery Enforcement Act (FIRREA).

Collateral must be placed in safekeeping at or before the time the College acquires the investments so that it is evident that the purchase of the investment is predicated on secured collateral. The fair value of collateral must be at 102% of the value of the uninsured deposits with the institution. The College may additionally accept as collateral letters of credit issued by a Federal Home Loan Bank in an amount equal to at least market value of that amount of funds deposited exceeding the insurance limitation provided by the Federal Deposit Insurance Corporation or the National Credit Union Administration or other approved share insurer.

Third party safekeeping of collateral is required; acceptable locations are:

- a Federal Reserve Bank or its branch office;
- at another custodial facility in a trust or safekeeping department through book entry at the Federal Reserve;
- All collateral will be held in the name of Oakton College.

Substitution or exchange of collateral securities held in safekeeping for the College must be approved exclusively by the College Treasurer, provided the market value of the replacement collateral is equal to or greater than the market value of the securities being replaced.

### **Safekeeping of Securities**

All securities and commercial paper shall be held in safekeeping at a custodial facility – generally in a trust or safekeeping through book entry at the Federal Reserve (unless physical securities are involved) – independent from any bank or brokerage firm handling securities transactions for the College. Payment for investments and receipt or delivery of investment certificates or records shall be controlled by the independent financial institution's trust department on a deliver versus payment (DVP) basis.

### **Qualified Financial Institutions and Intermediaries**

#### 1. Depositories – Demand Deposits

Any financial institution selected by the College shall provide normal banking services, including but not limited to: checking accounts, wire transfers and safekeeping services.

The College shall not maintain funds in any financial institution that is unable to post the required collateral or insurance for funds in excess of FDIC insurable limits.

2. Banks and Savings and Loans – Certificates of Deposit

Any financial institution selected to be eligible for the College's competitive certificate of deposit purchase program shall: (a) provide wire transfer and certificate of deposit safekeeping services; (b) be a member of the FDIC system and shall be able to post the required collateral or insurance for funds in excess of FDIC insurable limits; and (c) meet the financial criteria established by the College.

3. Intermediaries

Any financial intermediary selected to be eligible for the College's competitive investment program shall: (a) provide wire transfer and deposit safekeeping services; (b) be a member of a recognized U.S. Securities and Exchange Commission Self-Regulatory Organization, such as but not limited to the New York Stock Exchange, ~~National Association of Securities Dealers~~ **Financial Industry Regulatory Authority, and** Municipal Securities Rulemaking Board; (c) provide an annual audit upon request; (d) have an office of Supervisory Jurisdiction with the State of Illinois and be licensed to transact business in Illinois; and (e) be familiar with and understand the College's investment policy and accept financial responsibility for any inappropriate investment.

**Management of Program**

The Treasurer is authorized to purchase and sell investments, authorize wire transfers, authorize the release of pledged collateral, and to execute any documents required to carry out this investment policy, including but not limited to wire transfer agreements, depository agreements, safekeeping agreements, investment advisory agreements, and custody agreements. The wording of such agreements is the responsibility of the Treasurer, with advice from legal counsel and auditors, and the Treasurer shall periodically review the agreements for their consistency with College policy and State law.

The Treasurer is responsible for management of the College's investment program, and shall establish a system of internal controls and written operational procedures designed to regulate the activities of subordinates, and to prevent losses of funds that might arise from fraud, employee error, misrepresentation by third parties, or imprudent actions by employees or representatives of the financial institution or intermediary. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions, check signing, check reconciliation, deposits, bond payments, report preparation and wire transfers. No person may engage in any investment transaction on behalf of the College except as provided for under the terms of this policy and the corresponding procedures.

To solicit bids for securities and certificates of deposit, the Treasurer may use financial intermediaries, brokers and/or financial institutions.

### **Sustainability**

Pursuant to 40 ILCS 5/1-113.6 and 1-113.17, the College shall include material, relevant, and decision-useful sustainability factors that will be considered by the Board of Trustees, within the bounds of financial and fiduciary prudence, in evaluating investment decisions. These factors consist of but are not limited to:

- a. Corporate governance and leadership factors
- b. Environmental factors
- c. Social Capital factors
- d. Human capital factors
- e. Business model and innovation factors

In addition, the College's efforts will include the following:

- i. Periodic evaluation of sustainability factors to ensure the factors are relevant to the Oakton's investment portfolio and the evolving marketplace;
- ii. Periodic monitoring of investment managers to encourage implementation of the aforementioned factors.

### **Performance**

The Treasurer will seek to earn a rate of return appropriate for the type of investments being managed and in accordance with the portfolio objectives established hereinabove. In general, the Treasurer will strive to earn an average rate of return equal to or greater than the Illinois Funds (Public Treasurer's Investment Pool) rate.

### **Ethics and Conflicts of Interest**

Officers and employees of the College involved in College investments shall refrain from personal business activity that could conflict with the proper execution of the College's investment program, or which could impair his/her ability to make impartial investment decisions on behalf of the College.

### **Indemnification**

Officers and employees of the College acting in accordance with this investment policy and written operational procedures as have been or may be established and exercising due diligence, shall be relieved of personal liability for an individual security's credit risk or market changes.

### **Reporting**

The Treasurer shall submit to the College's Board of Trustees and President a quarterly investment report which shall include information regarding securities in the College's portfolio by class or type, original cost, income earned, and market values as of the report date. Generally accepted accounting principles shall be used for valuation purposes. The report shall indicate any areas of policy concern and planned revision of investment strategies.