

**The 791st Meeting
of
The Board of Trustees
September 19, 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 August 15, 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 including their name, town/affiliation, and the item they wish to address to the Board, no later than 6 p.m. on September 19, 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 August 15, 2023 regular meeting of the Board of Trustees
- Statement by the President
- Educational Foundation Liaison Report
- ICCTA Liaison Report
- Student Trustee Report
- Student Spotlight
- Comments by the Chair
- Trustee Comments
- Public Participation

Board Report: Vision 2030 Strategic Plan Update

- R Conduct of Public Hearing Concerning the Intent of the Board of Trustees of the District to Sell \$15,600,000 Funding Bonds for the Purpose of Paying Claims Against the District

New BusinessConsent Agenda

- V 9/23-1a Approval of Adoption of Consent Agenda
- R 9/23-1b Approval of Consent Agenda Items 9/23-2 through 9/23-8
- 9/23-2 Ratification of Payment of Bills for July 2023
- 9/23-3 Acceptance of Treasurer's Report for July 2023
- 9/23-4 Ratification of Payment of Bills for August 2023
- 9/23-5 Acceptance of Treasurer's Report for August 2023
- 9/23-6 Ratification of Actions of the Alliance for Lifelong Learning Executive Board
- 9/23-7 Ratification of Payment of Professional Personnel – Fall 2023
- 9/23-8 Approval of Clinical Practice Agreements

Other Items

- R 9/23-9 Affirmation of Mission, Vision, and Values
- R 9/23-10 Ratification of Board of Trustees Scholarships for 2023-2024
- R 9/23-11 Authorization to Approve and Execute Lease Agreement
- R 9/23-12 Authorization to Approve September Purchases
- a. Landscaping Services
 - b. Sportstraq GPS Line Marking System
 - c. ZogoTech Data Warehouse Pathways and Financial Aid Modules
 - d. Localist Event Management Solution
 - e. Construction Project Management Services
- 9/23-13 Preview and Initial Discussion of Upcoming Purchases
- R 9/23-14 Resolution to Transfer Funds for Restricted O&M Construction Costs
- R 9/23-15 Authorization of Signatory Authority
- R 9/23-16 Authorization to Appoint an Assistant Vice President for Workforce Innovation and College Partnerships
- R 9/23-17 Authorization to Appoint Interim Dean of Skokie
- V 9/23-18 Acceptance of Administrator Resignation
- R 9/23-19 Authorization to Appoint Interim Chief Human Resources Officer
- 9/23-20 Preview of New Units of Instruction
- 9/23-21 Notification of Award of Grants

Adjournment



Minutes of the August 15, 2023 Regular Meeting of the Board of Trustees of Community College District 535

The 790th meeting of the Board of Trustees of Community College District 535 was conducted on August 15, 2023 at the Des Plaines campus of Oakton College, 1600 East Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

Chair Yanow called the meeting to order at 5:00 p.m. in room 1502. Trustee Stafford called the roll:

Dr. Wendy Yanow	Chair	Present
Dr. Gail Bush	Vice Chair	Present
Mr. William Stafford	Secretary	Present
Ms. Theresa Bashiri-Remetio		Absent
Ms. Martha Burns		Absent
Mr. Benjamin Salzberg		Present
Ms. Marie Lynn Toussaint		Absent
Ms. Lydia Cruz	Student Trustee	Present

Chair Yanow asked for a motion to allow Trustees Burns and Toussaint to attend the meeting remotely via Zoom. Trustee Stafford made the motion, seconded by Trustee Salzberg. A voice vote was called and the motion passed unanimously.

Chair Yanow 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 June 27, 2023; and considering 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.

Trustee Stafford made the motion, seconded by Trustee Salzberg. Trustee Stafford called the roll:

Dr. Bush	Aye
Mr. Salzberg	Aye
Mr. Stafford	Aye
Dr. Yanow	Aye
Ms. Cruz	Aye

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

At 5:28 p.m., Chair Yanow asked for a motion to adjourn the closed session meeting. Trustee Salzberg made the motion which was seconded by Trustee Stafford. A voice vote was called and the closed session was adjourned.

Open Session – Call to Order and Roll Call

Chair Yanow called the regular meeting of the Board of Trustees to order at 6:05 p.m. in room 1506.

Trustee Stafford called the roll:

Dr. Yanow	Chair	Present
Dr. Bush	Vice Chair	Present
Mr. Stafford	Secretary	Present
Ms. Bashiri-Remetio		Present
Ms. Burns		Absent
Mr. Salzberg		Absent
Ms. Toussaint		Absent
Ms. Cruz	Student Trustee	Present

Chair Yanow asked for a motion to allow Trustees Burns and Toussaint to attend the meeting remotely via Zoom in accordance with Board Policy 1016 related to remote attendance for meetings defined by the Open Meetings

Act (5 ILCS 120/1.02) if a member is prevented from physically attending because of employment purposes or the business of the public body. Trustee Bashiri-Remetio made the motion, seconded by Trustee Bush. A voice vote was called and the motion passed unanimously.

Also present in room 1506:

Leadership: Dr. Joianne Smith, President; Dr. Kelly Iwanaga Becker, Assistant Vice President of Institutional Effectiveness and Strategic Planning; Dr. Karl Brooks, CSSO/Vice President for Student Affairs; Edwin Chandrasekar, Vice President for Administrative Affairs; Dr. Colette Hands, Chief Human Resources Officer; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; Katherine Sawyer, Chief Advancement Officer.

Administrators: Robyn Bailey, Director of Operations and Administration; Marc Battista, Associate VP for Academic Affairs/Dean of Curriculum and Instruction; Kelly Becker, Assistant VP for Institutional Effectiveness and Strategic Planning; Anne Brennan, Assistant VP for Academic Affairs/College Transitions; Steve Butera, Director of Communications and Media Relations; Rick Daniels, Director of Institutional Equity and Inclusion; Al Grippe, Director of Grant Strategy and Development; Mia Hardy, Dean of Liberal Arts; Ruben Howard, Director of Workforce Curriculum and Instruction; Matt Huber, Dean of Enrollment Management; Lindsey Hunter, Director of Admission and Enrollment; Jesse Ivory, Dean of Adult and Continuing Education/Dean of the Skokie Campus; David Kendrick, Director of Online Curriculum and Instruction; Andrea Lehmacher, Director of Marketing; Greg Paveza, Interim Dean of Health Careers; James Rabchuk, Dean of STEM; Camesha Richardson, Director of Human Resources; Joe Scifo, Director of Facilities; Prashant Shinde, Chief Information Officer; John Wade, Director of Systems and Network Services; Daniel Weber, Registrar/Director of Registrar Services.

Union Leaders: Jennifer Crowley, Classified Staff Association; Ruth Whitney, Adjunct Faculty Association; Suzanne Ziegenhorn, Full-Time Faculty Association.

Faculty: Donovan Braud, English; Tina Fakhrid-Deen, English; Michael Farquhar, Mathematics; Margaret Gas, Nursing; Khursheed Icchapporia, Biology; Daniel Roth, English; Debbie Schiltz, Nursing; Katherine Schuster, Education; Glenna Sprague, Music; George Vail, Automotive Technology; Leslie Van Wolvelear, Accounting.

Staff: Phil Cronin, Media Services; Muriel Dorsey-Johnson, Academic Affairs; Mindy Finnigan, Center for Professional Development; Janeen Jackson, Student Life and Campus Inclusion; Ewa Lyczewska, Marketing and Communications; Malarie Marquez, Counseling Services; Victoria Przybyl, Student Affairs; Terrance Stevenson; Student Affairs; Beatriz Sparks, Special Assistant to the Board.

Students: Joseph Begly and Jernone Smith.

Pledge of Allegiance – Chair Yanow led the pledge.

Land Acknowledgment – Trustee Bush read the Land Acknowledgment.

Approval of Minutes

Chair Yanow asked for a motion for the approval of the minutes of the June 27, 2023 regular meeting of the Board of Trustees. Trustee Stafford made the motion which was seconded by Trustee Bush. A voice vote was called and the minutes were unanimously approved.

Statement by the President

Condolences

- To Jhosa Pagulayan, Chair of the BNAT program, whose husband died on July 9.
- To the family of Reza Amiri, beloved adjunct faculty member in STEM, who died suddenly on July 17.
- To Danielle Dickerson, Manager of Online Operations, on the passing of her mother on July 21.
- To Leah Kintner, Senior Workforce and Community Education Program Developer, on the passing of her father on July 28.
- Before I move to congratulations – and we have many, I want to acknowledge the incomprehensible loss of life and homes and businesses in Maui, Hawaii. The devastation and trauma is unimaginable. As we learn more about ways we can help those impacted, we will be sure to share.

Congratulations

- Custodian Felix Ortiz welcomed his first grandchild, a boy named Alexander, on June 18.
- Dean of Health Careers May Alimboyoguen gave birth to baby Lucas on July 22.
- Counselor Keith Morgan-Dunham and his husband Mitch welcomed baby Ava Dixie on August 5.
- Four teams (Men's Basketball, Women's Golf, Men's Golf and Women's Tennis) earned academic honors by the NJCAA for a 22-23 GPA of 3.0 or higher. The highlight of which is our men's basketball team! Baseball just missed the 3.0 threshold, earning a 2.97 team GPA. Additionally, there are 16 athletes that were individually honored on the first, second and third teams. This is a testament to the leadership of the athletic department and our coaches for supporting our student athletes as students and athletes.
- Tina Fakhrid-Deen received a Jeff Award for her play Pulled Punches. Tina was out of the country in Seville Spain during the Spring Semester so we were not able to recognize her in person but this is such a significant achievement that we wanted to take time to formally recognize this accomplishment upon her return!
- To Oakton College's NISOD Excellence Award Winners: These colleagues were recognized at the National NISOD convention in May but were not able to join us at the June Board meeting to be recognized so we wanted to do that this evening. The NISOD Excellence Awards were established in 1991 to provide NISOD member colleges with an opportunity to recognize individuals doing extraordinary work on their campuses. We're so proud to recognize these colleagues.
 - Valeria Benson Lira, Assistant Professor of Earth Science and Geography
 - Rick Daniels, Director of Student Life and Campus Inclusion
 - Mindy Finnigan, Senior Manager, Center for Professional Development
 - Tracy Fulce, Chair and Distinguished Professor of Business
 - Khursheed Ichhaporia, Associate Professor of Biology
 - Marianne Millman, Lecturer, STEM
 - Margaret Knapp, Lecturer, Liberal Arts
 - Leslie Van Wolvelaar, Chair and Distinguished Professor of Accounting
 - Nelson Wainwright, Lecturer, Liberal Arts
 - Ruth Whitney, Lecturer, Library Services
- 41 adjunct faculty have been named Senior Lecturers. For more than 22 semesters of teaching at Oakton College, they have shown excellence in the classroom, ongoing participation in professional development, and a commitment to the success of Oakton students.

David Arieti, Arti Ayachit, Floyd Aylin, Ikram Bokhari, Eric Bottorff, Cheryl Brown, Marc S. Buslik, Laura Campbell, Kelly Cherwin, Larry D. Cohen, Barbara Cohen, Joanne Delaney, Randall M. Farmer, Joe Foellmer, Urbi Ghosh, Morfenia Joseph, Vesna Jovanovic, Hanna Kaftanska, Nouel Kamber, Linda Karlen, Mahmoud Khalili, Pamela Kouris, Sammy Kumar, Naga Lakshmi Potluri, Anil Lal, Mikhail Manilov, Cynthia McKeag Tsukamoto, Stephen McNamara, Eric Miller, Marianne Millman, Edith Monroy, Shuko Namikawa, Juan E. Ojeda, Cari Paterno, Paul Peterson, Deanne R. Rehmer, Judd Renken, Ribhi Salhi, Mindi Schryer, Robert Serb, Susan Uribe, Alejandra Viti, and James Will

Happenings

- This is a busy week with faculty returning yesterday and our annual kickoff event taking place yesterday morning. There are too many people to thank for helping to coordinate our kick off and this week of professional development. As you know our theme was Connecting the Dots, recognizing the role that we each play in connecting students to opportunity.
- Last week, a beautiful quilt was hung at the Skokie Campus that was made by participants from the Douglas Center in Skokie. As we continue to highlight the needs of individuals with disabilities in our community (and on tonight's agenda is an approval of Oakton's neurodiversity statement), the presence of this quilt on our campus is a visible reminder of the importance of this community.
- School starts next week and as of today our enrollment is up. Colleagues across the college have been working hard to execute strategies that support enrollment. Trustee Salzberg raised some

concerns about his experience with our admission and enrollment systems and although we have made significant improvement in that process, we know that we still have more work to do to make our application and enrollment process as frictionless as possible. That is one of the priorities being discussed in the Strategic Enrollment Management Team with our consultants Ruffalo Noel Levitz.

- I look forward to welcoming students next week and hope that many of you have signed up for shifts at the welcome tables and that you will engage in the caring campus behaviors that create a welcoming environment for students.

Educational Foundation Liaison Report

The Foundation has started the new fiscal year with a number of notable commitments:

- A \$20,000 gift from Deborah Chandler to launch the Joe and Mary Chandler Scholarship, an endowed fund honoring Deborah's parents that will support adult students with preference for those who are active U.S. military or veterans.
- A \$35,000 gift from an Anonymous donor to add resources to an endowed scholarship they launched in 2020.

The Foundation launched their annual Leadership Giving Campaign in July to set the pace for giving throughout the year and to add resources to the Oakton Annual Fund. This Annual Fund provides flexible resources that are available to support near term needs and initiatives, including the annual Innovation and Excellence Grant program. The Board's goal is to enlist 100% participation in the campaign. To date, 40% of members have given a total of \$6,400. The campaign runs through the end of September.

The Foundation Board discussed their feasibility study results with consultants during a retreat in June. The report provided valuable recommendations to build fundraising capacity and the Board is utilizing to inform the goals of their next strategic plan.

The Foundation invites Trustees to save the date for the follow events this fall:

- Thursday, September 21 at 6 p.m. – "Spotlight on Law Enforcement and Criminal Justice" on the Des Plaines campus
- Saturday, November 4 at 10 a.m. – Donor Appreciation Brunch at the Renaissance Chicago Glenview Suites

The Board's next quarterly meeting will take place on September 6. The annual joint meeting between the Foundation Board and Board of Trustees will take place on September 19 at 4 p.m., prior to the Trustees regular meeting. A dedication of the newly renovated courtyard will take place prior to this meeting.

Student Trustee Report

Ms. Cruz attended the first ICCB meeting of this semester in Springfield, Illinois on July 27, 2023. Her experience included communicating with other community college student trustees the State of Illinois. Students attended a lecture by the Deputy Director for Academic Affairs and Student Success, Dr. Marcus Brown. The lecture he provided is titled, "Supporting Student Wellness and Mental Health at Illinois Community Colleges." The lecture provided an overview of the mental health early action on campus act; the Current state of MHEAC Work; and best and promising practices at Illinois community colleges.

Student Activities: working the Fall 2023 play, Smokefall, and preparing for the upcoming Playwright event and OMG Improv. Fall Fest will be held at the Skokie campus on September 6, and the Des Plaines campus on September 7.

The Student Government Association will meet on August 23 to discuss plans for the fall 2023 semester.

Comments by the Chair

Chair Yanow shared that she is excited about the start of the new academic year, and that she attended the kick-off event on August 14. She thanked all Oakton employees for everything they do for students.

Trustee Comments

Trustee Stafford shared that he also attended the Fall 2023 kick-off event, and that he continues to be amazed at our staff and faculty, and the sense of community. Trustee Stafford also indicated that he is appreciative of all the work done to create the New Student Orientation Guide, and the marketing and communications report.

Trustee Bush thanked Chief Advancement Officer Katherine Sawyer, her team and President Smith for initiating the addition of a founder's spotlight to the Board meetings. She also thanked Trustee Salzberg for bringing the idea to share the work of Oakton's founders. Trustee Bush indicated that she would like to see founder spotlight stories added to the College archives.

Public Participation – None

Board Report: Emory Williams Academy – Overview of the First Year and Future Direction

Guided by Oakton's commitment to equity, a committee inclusive two Oakton Board members met with various leaders and stakeholders within the Evanston community to discuss the enrollment and persistence rates of Black men. The outcome of this effort led to a recommendation to establish an institutional program designed to better support Black men within Oakton's district.

EWA Design

- Reduce educational cost to program participants (i.e. Completion of FAFSA, supporting access to federal and state financial aid, as well as access to eligible scholarships and related resources).
- Eliminate barriers by providing access to educational materials and resources that support learning (books, laptops, etc.).
- Provide intrusive academic advising and wraparound support to increase student engagement, connection, and a sense of belonging within the Oakton community.
- Support students' connection to each other as a "cohort of scholars" that are engaging in a common set of experiences, resulting in successful enrollment at Oakton and active persistence toward the achievement of identified academic goals.
- Academic chair was assigned to lead the initial design of the program.
- Participants academic interests were broad and included engineering, cannabis studies, music, human resources, marketing, and science/mathematics.
- Two new scholars (previously enrolled) joined the academy in spring '23.

Aims of the Academy

- Enroll more historically underserved and underrepresented students with an emphasis on providing focused support for Black male-identifying students.
- Provide an engaging cohort-style educational experience.
- Create community at Oakton.
- Mitigate financial barriers to attending college.
- Increase persistence rates.

Inaugural cohort (Fall 2022)

- Twenty-eight Scholars comprised the original cohort.
- Age range is 18 to 75 (16/28 were between the ages of 18 and 20).
- Scholars had broader interests than our planned cohorts.
- More than 75% (22) persisted Fall 22 to Spring 23.

Fall 2023 Enrollment

	# of students who are eligible for enrollment	# of students who have completed the program agreement	# of students registered
1 st Cohort	30	10	15
2 nd Cohort	10	10	3
Total	40	20	18

Successful implementation of the Academy would require the College to be flexible, adaptive, and responsive.

Flexible

- Provide more options for academic choices of students.
- Provide a better mix of academic and interpersonal connection.
- Meet students where they are, but provide firm expectations.

Adaptive

- Create a schedule that is inclusive of evenings and weekends.
- Improve the pipeline to financial resources.
- Stronger initial orientation and a consistent point of contact for the scholars.

Responsive

- Redesign the administration of the program to ensure that services are emphasized and paired with academic success.
- Participant Program Agreement

Support Team

Terrance Stevenson, Program Coordinator Emory Williams Academy for Black Men

Muriel Dorsey-Johnson, Student Experience Navigator – Academic Affairs

Malarie Marquez, Student Care Coordinator – Counseling, Health and Wellness Services

Student Testimonial – Joseph Begly

Since joining The Emory Williams Academy during the fall 2022 semester, I have seen how the social, academic, and financial resources the program provides support me and other students in the academy.

One of the benefits of the Emory Williams Academy is the community. Being in the academy connects me to other students and has taught me about different resources I can find on campus to help me in my classes.

As an EWA student ambassador, I also see parts of the program that most students in the academy do not. Such as the work of dedicated people that help support the students in the academy, and the planning that goes into running the program. My experience with the program administrators is that they value the students' feedback and use it in order to help improve the program.

Continued Evolution

Onboarding and orientation of new and continuing scholars

- Clarifying mutual expectations
- Commitment to active participation
- Communicating with program staff

Programmatic Development

- Scholar input on programs and events
- Increased collaboration with student success programs and departments
- Social and cultural events
- Workshops and programs centered around Black male identity development
- Celebration of accomplishments

NEW BUSINESS

8/23-1a Approval of Consent Agenda

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

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

8/23-1b Approval of Consent Agenda Items 8/23-2 through 8/23-8

Trustee Bush offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the following items 8/23-2 through 8/23-8 as listed in the Consent Agenda."

8/23-2 Ratification of Payment of Bills for June 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 \$9,160,656.26 for all check amounts as listed and for all purposes as appearing on a report dated June 2023."

8/23-3 Acceptance of Treasurer's Report for June 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 June 2023."

8/23-4 Acceptance of Quarterly Report on Investments

"Be it resolved that the Board of Trustees of Community College District 535 authorize the acceptance of the Quarterly Report on Investments for filing."

8/23-5 Authorization of Budget Transfers

"Be it resolved that the Board of Trustees of Community College District 535 approves budget transfers in accordance with Illinois Compiled Statutes 110 ILCS 805/3-20.1, as listed originally in the FY2023 Budget approved by the Board in June 2022:

Education Fund-01:	\$	2,147,663
to and from 01 accounts as listed on pages 3-13 of item 8/23-5 in the August 2023 agenda book		
Operations & Maintenance Fund-02:		394,515
to and from 02 accounts as listed on pages 13-15 of item 8/23-5 in the August 2023 agenda book		
O & M Fund (Restricted)-03:		402,800
to and from 03 accounts as listed on pages 15-16 of item 8/23-5 in the August 2023 agenda book		
Auxiliary Enterprises Fund-05:		212,632
to and from 05 accounts as listed on pages 16-18 of item 8/23-5 in the August 2023 agenda book		
Total:	\$	<u>3,157,610.</u> "

8/23-6 Ratification of Actions of the Alliance for Lifelong Learning Executive Board

"Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a to b as stipulated above, and hereby approves the expenditures in the amount not to exceed \$80,260.25 for all funds listed in item a."

8/23-7 Ratification and Supplemental Authorization to Pay Professional Personnel – Summer 2023

"Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$344,176.35 to the total amount of part-time teaching salaries paid during the summer 2023 semester; the revised, total payment amount is \$1,540,854.56."

"Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$23,721.73 to the total amount of faculty overload salaries paid during the 2023 summer semester; the revised, total payment amount is \$1,906,775.23."

8/23-8 Approval of Clinical Practice Agreements

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

- Medical Assistant program (1)
- Nursing program (1)
- Physical Therapy Assistant (1)
- Early Childhood Education (13).”

Trustee Stafford seconded the motion and called the roll:

- Ms. Bashiri-Remetio Aye
- Ms. Burns Aye
- Dr. Bush Aye
- Mr. Stafford Aye
- Ms. Toussaint Aye
- Dr. Yanow Aye

The motion carried. Student Trustee Cruz favored the resolution.

8/23-9 Authorization to Approve August 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>
8/23-9a	2	Insurance Plans (ICCRMC) One-Year Renewal	Illinois Community College Risk Management Consortium c/o Nugent Consulting Group Northbrook, IL	\$939,261.68
			Marsh USA, Inc. Chicago, IL	\$93,196.00
8/23-9b	1	Adobe Creative Cloud Software Lease and Support – One-Year Renewal	Jensen IT, Inc. Des Plaines, IL	\$51,475.00
8/23-9c	1	Splunk Enterprise Software License – One-Year Renewal	Optiv Security, Inc. Denver, CO	\$31,057.20
8/23-9d	1	Consulting Services for Finance Operations	Judy Mitchell Consulting, LLC Manhattan, IL	\$120,000.00
8/23-9e	1	Executive Search Services for Vice President of Administrative Affairs	AGB Search Washington, DC	\$65,000.00
GRAND TOTAL				\$1,299,979.88.”

Trustee Bashiri-Remetio seconded the motion. Trustee Stafford called the roll:

- Ms. Bashiri-Remetio Aye
- Ms. Burns --
- Dr. Bush Aye

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

The motion carried. Student Trustee Cruz favored the resolution.

8/23-10 Preview and Initial Discussion of Upcoming Purchases

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

- a. Traqster Ride on GPS Line Marker
- b. Baseball Field Renovation
- c. Localist Event Management Solution Renewal
- d. ZogoTech Data Warehouse Pathways and Financial Aid Modules

8/23-11 Authorization to Enter into Space Rental Agreement for Commencement

Trustee Bashiri-Remetio offered: "Be it resolved that the Board of Trustees of Community College District 535 authorizes the Administration to enter into a one-year license agreement with the Rosemont Theatre, Village of Rosemont, 5400 N. River Road, Rosemont, Illinois 60018, for a contract sum of \$46,500.00 plus a contingency of \$3,500.00 to be held by the College and used in the best interests of the College, for a total expenditure not to exceed \$50,000.00."

Trustee Stafford seconded the motion and called the roll:

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Cruz favored the resolution.

8/23-12 Resolution of Intent to issue \$15,600,000 Funding Bonds for the purpose of paying claims against the District

Trustee Stafford offered: "Resolution setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue \$15,600,000 bonds for the purpose of funding and paying claims against Community College District No. 535, County of Cook and State of Illinois, and directing that notice of such intention be published as provided by law."

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

Ms. Bashiri-Remetio	Aye
Ms. Burns	--
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Cruz favored the resolution.

8/23-13 Resolution calling a Public Hearing regarding the District's intent to issue \$15,600,000 Funding Bonds to pay claims against the District

Trustee Bush offered: "Resolution calling a public hearing concerning the intent of the Board of Trustees of community College District No. 535, County of Cook and State of Illinois, to sell \$15,600,000 Funding Bonds."

Trustee Stafford seconded the motion and called the roll:

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Cruz favored the resolution.

8/23-14 Revised Authorization to Hire Director of Major and Planned Giving

Trustee Bashiri-Remetio offered: "Be it resolved that the Board of Trustees of Community College District 535 approve the appointment of Ms. Jessica Moon effective August 14, 2023 at an annual salary of \$125,000. That salary will be prorated for the period of August 14, 2023 through June 30, 2024."

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

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Cruz favored the resolution.

8/23-15 Acceptance of Administrator Resignation

Trustee Stafford offered: "Be it resolved that the Board of Trustees of Community College District 535 accepts the resignation of Mr. Edwin Chandrasekar, Vice President for Administrative Affairs, effective August 18, 2023."

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

8/23-16 Appointment of Treasurer

Trustee Bush offered: "Be it resolved that effective August 18, 2023, Dr. Karl Brooks is hereby appointed Treasurer to serve at the pleasure of the Board for no additional compensation, provided that before entering upon his duties, the Treasurer shall execute and deliver to the Board a bond, as required by the Illinois Public Community College Act."

Trustee Bashiri-Remetio seconded the motion. Trustee Stafford called the roll:

Ms. Bashiri-Remetio	Aye
Ms. Burns	--
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Cruz favored the resolution.

8/23-17 Revised Authorization to Hire a Full-Time, Tenure-Track Faculty Member

Trustee Bashiri-Remetio offered: "Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Ms. Christine Hoang for the 2023-2024 academic year, beginning August 2023:

<u>Name</u>	<u>Academic Rank / Assignment</u>	<u>Lane-Step, Base Salary</u>
Ms. Christine Hoang	Instructor, Medical Laboratory Technology	E-2, \$66,801."

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

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Cruz favored the resolution.

8/23-18 Approval of Award of Tenure

Trustee Bashiri-Remetio offered: "Be it resolved that the Board of Trustees of Community College District 535, by the authority vested in it by the State of Illinois, hereby grants tenure, effective after the completion of the fall 2023 semester, to the following faculty:

Adriana Raicu, Assistant Professor, Health Information Technology
Debbie Schiltz, Assistant Professor, Nursing."

Trustee Stafford seconded the motion and called the roll:

Ms. Bashiri-Remetio	Aye
Ms. Burns	--
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	--
Dr. Yanow	Aye

The motion carried. Student Trustee Cruz favored the resolution.

8/23-19 Approval of Policy Revision

Trustee Bush offered: "Be it resolved that the Board of Trustees of Community College District 535 hereby approves revisions to policy 5123, attached hereto."

Trustee Bashiri-Remetio seconded the motion. Trustee Stafford called the roll:

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Cruz favored the resolution.

8/23-20 Adoption of Oakton's Neurodiversity Statement

Trustee Bush offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the adoption of the following Neurodiversity Statement for Oakton:

Oakton College is committed to recognizing the neurodiversity of our community and developing equitable policies and procedures to enhance the Oakton experience for all students, employees, and community members."

Trustee Bashiri-Remetio seconded the motion. Trustee Stafford called the roll:

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye

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

The motion carried. Student Trustee Cruz favored the resolution.

8/23-20 Acceptance of Department of Education (DOE) Asian American, Native American, Pacific Islander Serving Institution (AANAPISI) Grant

Trustee Yanow offered: "Be it resolved that the Board of Trustees of Community College District 535 accepts \$300,000.00 from the Department of Education to support the AANAPISI grant."

Trustee Bashiri-Remetio seconded the motion. A voice vote was called and the motion passed unanimously.

Adjournment

Chair Yanow 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, September 19, 2023 at the Des Plaines Campus.

Trustee Stafford made a motion to adjourn the meeting, which was seconded by Trustee Bush. A voice vote was called and the meeting was adjourned at 7:40 p.m.

Wendy B. Yanow, Board Chair

William Stafford, Board Secretary

Minutes recorded by:
Beatriz Sparks
8/2023

Conduct of Public Hearing Concerning the Intent of the Board of Trustees of the District to Sell \$15,600,000 Funding Bonds for the Purpose of Paying Claims Against the District

WHEREAS, the College has published a Notice of Public Hearing on August 24, 2023 in the *Daily Herald* concerning the Intent of the Board of Trustees of Community College District 535, County of Cook and State of Illinois to Issue \$15,600,000 Funding Bonds.

The text of such notice is presented in *EXHIBIT X*.

WHEREAS, the public hearing to receive public comments on the proposal to issue \$15,600,000 Funding Bonds for the purpose of funding and paying claims against the District is now declared open and all persons desiring to be heard will have an opportunity to present written or oral testimony with respect thereto.

The Chair will now receive comments regarding the District's plans to sell funding bonds to pay claims against the College.

- Are there any further comments from the Oakton College Board of Trustees?
- Is there any written testimony concerning the proposed issuance of the Bonds?
(Any written testimony presented will be read into the record by the Secretary of the Board and will be attached as *EXHIBIT 1*.)
- Are there any further oral and written public comments concerning the proposed issuance of the Bonds?

The Chair will announce that all persons from the public desiring to be heard have been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

With no additional comments, the Chair will direct for a motion to adjourn the hearing.

After a full discussion thereof, the Chair will direct that the roll be called for a vote upon the motion.

EXHIBIT I

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 535, County of Cook and State of Illinois, held in the Board Room (1506) at Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois, in said Community College District at 6:00 o'clock P.M., on the 19th day of September, 2023. * * *

The meeting was called to order by the Chair, and upon the roll being called, Wendy B. Yanow, the Chair, and the following Trustees were physically present at said location: _____

The following Trustees were allowed by a majority of the members of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: _____

No Trustee was not permitted to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

At 6:00 o'clock P.M., the Chair announced that the next agenda item for the Board of Trustees was a public hearing (the "Hearing") to receive public comments on the proposal to sell \$15,600,000 Funding Bonds (the "Bonds") for the purpose of paying claims against the District and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

The Chair opened the discussion and explained that the reasons for the proposed issuance of the Bonds were as follows: to pay claims against the District.

Whereupon the Chair asked for additional comments from the Trustees. Additional comments were made by the following:

(If no additional comments were made, please so indicate with the word "none.")

Written testimony concerning the proposed issuance of the Bonds was read into the record by the Secretary and is attached hereto as *Exhibit I*.

(If no written testimony was received,
please so indicate with the word “none.”)

Whereupon the Chair asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. Statements were made by the following:

(If no additional statements were made,
please so indicate with the word “none.”)

The Chair then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

Trustee _____ moved and Trustee _____
seconded the motion that the Hearing be finally adjourned.

After a full discussion thereof, the Chair directed that the roll be called for a vote upon the motion.

Upon the roll being called, the following Trustees voted AYE: _____

The following Trustees voted NAY: _____

Whereupon the Chair declared the motion carried and the Hearing was finally adjourned.

Other business not pertinent to the conduct of the Hearing was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Trustees

EXHIBIT X

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF
THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 535, COUNTY OF COOK AND STATE OF ILLINOIS
TO SELL \$15,600,000 FUNDING BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that Community College District No. 535, County of Cook and State of Illinois (the "*District*"), will hold a public hearing on the 19th day of September, 2023, at 6:00 o'clock P.M. The hearing will be held in the Board Room (1506) at Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$15,600,000 for the purpose of paying claims against the District.

By order of the Board of Trustees of Community College District No. 535, County of Cook and State of Illinois.

DATED the 15th day of August, 2023.

William Stafford
Secretary, Board of Trustees,
Community College District No. 535,
County of Cook and State of Illinois

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 9/23-2 through 9/23-8

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 9/23-2 through 9/23-8 as listed in the Consent Agenda:

- 9/23-2 Ratification of Payment of Bills for July 2023
- 9/23-3 Acceptance of Treasurer’s Report for July 2023
- 9/23-4 Ratification of Payment of Bills for August 2023
- 9/23-5 Acceptance of Treasurer’s Report for August 2023
- 9/23-6 Ratification of Actions of the Alliance for Lifelong Learning Executive Board
- 9/23-7 Ratification of Payment of Professional Personnel – Fall 2023
- 9/23-8 Approval of Clinical Practice Agreements.”

Ratification of Payment of Bills for July 2023

The check register detailing the regular monthly bills for July 2023 was sent out September 15, 2023. The totals by fund are on page 2. This includes approval of travel reimbursements for July 2023.

Board Chair

Board Secretary

JM:mw
9/2023

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 \$5,822,715.77 for all check amounts as listed and for all purposes as appearing on a report dated July 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 July 2023, represented by checks on pages 1-15 numbered !0002805 - !0002869, !0002871 - !0002888, !0002890 - !0002914, !0002916 - !0002918, A0162095 - A0162099, A0160101 - A0162303, A0160305 - A0162380, A0160382 - A0162458 and A0160460 - A0162473 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.

Karl Brooks

Treasurer, Oakton Community College District 535

RECAPITULATION Fund	Gross Check Issued				
	Payroll	Accounts Payable	Sub-Total	Voided Checks	Total
Education	\$ 2,153,517.25	\$ 1,775,479.40	\$ 3,928,996.65	\$ (5,147.50)	\$ 3,923,849.15
Operation, Building And Maintenance Fund	\$ 168,259.89	\$ 463,172.46	\$ 631,432.35	\$ -	\$ 631,432.35
Maintenance Fund (Restricted)		\$ 611,130.54	\$ 611,130.54	\$ -	\$ 611,130.54
Bond And Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Auxiliary Enterprise	\$ 97,685.72	\$ 183,510.34	\$ 281,196.06	\$ -	\$ 281,196.06
Restricted Purpose	\$ 94,949.65	\$ 243,145.46	\$ 338,095.11	\$ (12,600.00)	\$ 325,495.11
Working Cash	\$ -	\$ -	\$ -	\$ -	\$ -
Trust/Agency	\$ -	\$ 6,158.92	\$ 6,158.92	\$ -	\$ 6,158.92
Audit	\$ -	\$ -	\$ -	\$ -	\$ -
Liability, Protection & Settlement	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00
Social Security/Medicare	\$ -	\$ 38.00	\$ 38.00	\$ -	\$ 38.00
Loan	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 2,514,412.51	\$ 3,302,635.12	\$ 5,817,047.63	\$ (17,747.50)	\$ 5,799,300.13
STUDENT GOVERNMENT	\$ -	\$ 5,668.14	\$ 5,668.14	\$ -	\$ 5,668.14
TOTAL PER REPORT	\$ 2,514,412.51	\$ 3,308,303.26	\$ 5,822,715.77	\$ (17,747.50)	\$ 5,804,968.27

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 1-15 numbered !0002815, A0162116, A0162124, A0162128, A0162204, A0162374, A0162396, A0162428 and A0162464 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 \$5,668.14 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 July 2023.

Student Government Association

Acceptance of Treasurer's Report for July 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 or Controller for amplification.

JM:mw
9/2023

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 July 2023."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

July 2023

Dr. Karl Brooks
Vice President, Student Affairs/Treasurer
W. Andy Williams
Controller, Budget and Accounting Services

Treasurer's Comments on July 2023 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$2.3 million in tuition and fees, \$800,000 for the credit hour grant, \$406,000 in interest earnings, and \$78,000 in property tax revenues.

Net cash and investments decreased \$10.0 million from the previous month, as expected.

The Annual Comprehensive Financial Report as of June 30, 2023 with audited financial data will be available in October.

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

Revenues

At the end of July, revenues were \$17.2 million or 102% of the prorated budget, compared to \$15.8 million, or 100% for the previous year. Tuition and fees totaled \$10.7 million year to date, or 96% of the prorated budget. Last year, tuition and fees totaled \$9.7 million or 94% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures were \$5.7 million. The operating expenditures are \$0.8 million (16.3%) above prior year's actual expenditures of \$4.9 million for the same period. Net transfers total \$0.7 million as budgeted.

OAKTON COMMUNITY COLLEGE
FINANCIAL POSITION OF FUNDS AS OF
July 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
ASSETS										
Cash	\$ (365)	\$ (344)	\$ 1,126	\$ (20)	\$ -	\$ (9,846)	\$ -	\$ 1,175	\$ 1,795	\$ (6,479)
Taxes Receivable	25,204	3,852	-	1,797	-	-	-	49	-	30,902
Student Tuition Receivable	5,526	1	5	-	-	690	-	-	-	6,222
Government Funds Receivable	-	-	-	-	-	1,752	-	17	-	1,769
Lease Receivable	13,653	-	-	-	-	-	-	-	-	13,653
Accrued Interest	500	67	66	-	-	12	-	5	168	818
Other Receivables	164	1	-	-	-	104	-	-	-	269
Investments										
Short-term	67,590	10,556	12,298	1,996	(2)	12,488	-	438	31,122	136,486
Long-term	22,906	3,149	4,053	-	-	376	-	128	7,567	38,179
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepays	1,669	-	-	-	56	294	-	-	-	2,019
Total Current Assets	<u>122,347</u>	<u>17,282</u>	<u>17,548</u>	<u>3,773</u>	<u>54</u>	<u>20,370</u>	<u>-</u>	<u>1,812</u>	<u>40,652</u>	<u>223,838</u>
Net Investment in Plant	-	-	-	-	-	-	105,241	-	-	105,241
Intangible Assets	-	-	-	-	-	-	558	-	-	558
Total Assets	<u>\$ 122,347</u>	<u>\$ 17,282</u>	<u>\$ 17,548</u>	<u>\$ 3,773</u>	<u>\$ 54</u>	<u>\$ 20,370</u>	<u>\$ 105,799</u>	<u>\$ 1,812</u>	<u>\$ 40,652</u>	<u>\$ 329,637</u>
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	1,532	1,532
Total Assets and Deferred Outflows of Resources	<u>\$ 122,347</u>	<u>\$ 17,282</u>	<u>\$ 17,548</u>	<u>\$ 3,773</u>	<u>\$ 54</u>	<u>\$ 20,370</u>	<u>\$ 105,799</u>	<u>\$ 1,812</u>	<u>\$ 42,184</u>	<u>\$ 331,169</u>
LIABILITIES AND NET POSITION										
Payables	\$ 500	\$ (4)	\$ -	\$ -	\$ -	\$ (48)	\$ -	\$ -	\$ -	\$ 448
Accrued Interest Payable	-	-	-	-	111	-	-	-	-	111
Deferred Tuition Revenue	-	-	-	-	-	1,122	-	-	-	1,122
Accruals	2,669	494	185	-	-	274	-	-	-	3,622
Bonds Payable	-	-	-	-	44,910	-	-	-	-	44,910
Lease Liability	-	-	-	-	251	-	-	-	-	251
OPEB Liability	-	-	-	-	-	-	-	-	39,641	39,641
Total Liabilities	<u>3,169</u>	<u>490</u>	<u>185</u>	<u>-</u>	<u>45,272</u>	<u>1,348</u>	<u>-</u>	<u>-</u>	<u>39,641</u>	<u>90,105</u>
Deferred Inflows of Resources - Property Taxes	25,859	3,802	-	1,824	-	-	-	48	-	31,533
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	10,612	10,612
Deferred Inflows - Leases	13,653	-	-	-	-	-	-	-	-	13,653
Total Liabilities and Deferred Inflows of Resources	<u>42,681</u>	<u>4,292</u>	<u>185</u>	<u>1,824</u>	<u>45,272</u>	<u>1,348</u>	<u>-</u>	<u>48</u>	<u>50,253</u>	<u>145,903</u>
Net Position										
Unrestricted	79,665	12,988	17,362	-	-	2,985	-	-	(8,070)	104,930
Restricted	-	-	-	-	-	16,038	-	1,763	-	17,801
Debt Service	-	-	-	1,950	(45,217)	-	-	-	-	(43,267)
Plant	-	-	-	-	-	-	105,799	-	-	105,799
Total Net Position	<u>79,665</u>	<u>12,988</u>	<u>17,362</u>	<u>1,950</u>	<u>(45,217)</u>	<u>19,023</u>	<u>105,799</u>	<u>1,763</u>	<u>(8,070)</u>	<u>185,263</u>
TOTAL LIABILITIES & NET POSITION	<u>\$ 122,346</u>	<u>\$ 17,280</u>	<u>\$ 17,547</u>	<u>\$ 3,774</u>	<u>\$ 55</u>	<u>\$ 20,371</u>	<u>\$ 105,799</u>	<u>\$ 1,811</u>	<u>\$ 42,183</u>	<u>\$ 331,166</u>

**OAKTON COMMUNITY COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
ONE MONTH ENDED JULY 31, 2023**

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
REVENUES (cash and accrual basis)					
Property Taxes (accrual basis)	\$ 60,400	\$ 5,033	\$ 4,853	96%	96%
Replacement Tax	2,000	167	545	327%	465%
State Revenue	4,335	361	720	199%	232%
Tuition and Fees	20,698	11,050	10,654	96%	94%
Other	3,159	263	470	179%	221%
TOTAL REVENUES	\$ 90,592	\$ 16,874	\$ 17,242	102%	100%
EXPENDITURES (accrual basis)					
Instructional	\$ 31,145	\$ 2,595	\$ 2,799	108%	106%
Academic Support	20,580	1,715	1,544	90%	106%
Student Services	9,043	754	368	49%	48%
Public Services	1,329	111	39	35%	47%
Operations and Maintenance	8,545	712	294	41%	23%
General Administration	8,104	675	353	52%	53%
General Institutional	642	54	344	643%	(1630%)
Contingency	2,271	189	-	0%	0%
TOTAL EXPENDITURES	\$ 81,659	\$ 6,805	\$ 5,741	84%	76%
Revenues over (under) expenditures	8,933	10,070	11,501		
Net Fund transfers					
To O & M Fund (Restricted)	(5,000)	(417)	(417)		
To Auxiliary Fund and Alliance	(2,479)	(207)	(207)		
To Restricted Purpose Fund	(100)	(8)	(8)		
To Liability, Protection & Settlement Fund	(770)	(64)	(64)		
To Social Security/Medicare Fund	(874)	(73)	(73)		
From Working Cash Fund: Interest	290	24	24		
Total Transfers	\$ (8,933)	\$ (744)	\$ (744)		
Net Revenue over (under) expenditures	\$ -	\$ 9,325	\$ 10,757		

**OAKTON COMMUNITY COLLEGE
REVENUES AND EXPENDITURES
ONE MONTH ENDED JULY 31, 2023**

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget
REVENUES			
Construction Fee	295	118	40%
Interest and Investments Gain/Loss	16	66	413%
Bond Proceeds	14,900	-	0%
Total revenues	<u>311</u>	<u>184</u>	<u>59%</u>
EXPENDITURES			
Landscape Improvements	824	32	4%
Capital Equipment	512	-	0%
Hardware Replacement/Master Keying	1,000	-	0%
Camera Replacement	500	-	0%
Pedestrian Path	250	-	0%
Courtyards	550	-	0%
Learning Commons RHC	3,064	-	0%
Boiler Replacement	1,238	454	37%
DP Workplace-Critical Adjacencies/ Enabling Moves	1,700	-	0%
Plumbing	350	-	0%
ADA Compliance	131	-	0%
TenHoeve Wing Remodeling	685	-	0%
Domestic hot water pump	115	-	0%
Switchgear Upgrade	50	-	0%
Baseball Complex Renovations	1,000	-	0%
Exterior Envelope	870	-	0%
HVAC Upgrades	200	-	0%
Electrical Service - Motor Controls	150	-	0%
Electrical Service - Interior Lighting Control	100	-	0%
Fire Sprinkler/Pump	350	-	0%
Concrete Sidewalks Replacement	100	-	0%
Flooring - DP/Grounds/Lee (Vinyl, Concrete)	275	-	0%
Skokie Emergency Power Generator	100	-	0%
Washroom Upgrades Phase 1	500	-	0%
College Rebrand Signage	52	0	0%
Contingency	211	0	0%
Total expenditures	<u>14,876</u>	<u>486</u>	<u>3%</u>
Transfer in	5,000	417	8%
Net	<u>\$ (9,565)</u>	<u>\$ 115</u>	<u>(1%)</u>

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,332	\$ 107	8%	34%
Workforce Development	210	-	0%	5%
Copy Center	67	4	6%	2%
Athletics	37	13	35%	250%
Child Care	321	27	8%	21%
PAC Operations	1	-	0%	0%
Other	65	49	75%	76%
Interest and Investments Gain/Loss	188	-	0%	3%
Total revenues	<u>2,221</u>	<u>200</u>	<u>9%</u>	<u>29%</u>
EXPENDITURES				
Bookstore Operating Expenses	\$ 1,424	\$ 28	2%	1%
Workforce Development	200	6	3%	4%
Copy Center	446	25	6%	5%
Athletics	1,302	39	3%	9%
Child Care	570	24	4%	4%
PAC Operations	105	4	4%	4%
Auxiliary Services Administration	344	16	5%	4%
Other	479	11	2%	1%
Total expenditures	<u>4,870</u>	<u>153</u>	<u>3%</u>	<u>4%</u>
Transfers in (out)	2,272	189		
Net	<u>\$ (377)</u>	<u>\$ 236</u>		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
ONE MONTH ENDED JULY 31, 2023**

	<u>Operating Budget (000)</u>	<u>Prorata Budget (000)</u>	<u>Actual (000)</u>	<u>Actual As a% Budget</u>	<u>Last Year</u>
<u>REVENUES</u>					
State Revenue	\$ 584	\$ 49	\$ -	0%	16%
Tuition and Fees	1,397	116	54	4%	26%
Sale of Materials	1	0	-	0%	0%
Institutional Support					
Evening High School	133	11	-	0%	72%
Other Revenues	45	4	3	7%	0%
Total revenues	<u>2,160</u>	<u>180</u>	<u>57</u>	<u>3%</u>	<u>23%</u>
<u>EXPENDITURES</u>					
Administrative Support	\$ 1,315	110	\$ 51	4%	4%
Instructional Programs					
Allied Health	148	12	3	2%	1%
Job-related	447	37	-	0%	0%
Personal	13	1	-	0%	0%
Emeritus Programs	64	5	19	30%	2%
High School Programs	136	11	1	1%	1%
ESL Programs	76	6	3	4%	4%
Total Programs	<u>884</u>	<u>74</u>	<u>26</u>	<u>3%</u>	<u>1%</u>
Total expenditures	<u>2,199</u>	<u>183</u>	<u>77</u>	<u>4%</u>	<u>3%</u>
Revenue over (under) expenditures	<u>\$ (39)</u>	<u>\$ (3)</u>	<u>\$ (20)</u>		
Transfer in	53	4	4		
Net	14	1	(16)		

OAKTON COMMUNITY COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
ONE MONTH ENDED JULY 31, 2023

		<u>Program Generated Revenue</u>	<u>Revenue Allocated to Programs</u>	<u>Total Revenue and Allocation</u>	<u>Expenditures</u>	<u>Program Net Fav (Unfav)</u>
	Activity fees	\$ 30,659				
	Interest income	-				
	Sub total revenues	<u>30,659</u>				
369901	Student Government Association	310	-	310	(178)	132
369919	Skokie Events Team	-	-	-	(3,239)	(3,239)
369946	Phi Theta Kappa (PTK)	735	-	735	148	883
	Sub Totals	<u>735</u>	<u>-</u>	<u>-</u>	<u>(3,090)</u>	<u>(2,355)</u>
 <u>Fund Summary</u>						
	Total Revenues	\$ 31,394				
	Total Expenditures	(3,090)				
	Total Transfers to other funds	-				
	Excess revenues over expenditures	<u>28,304</u>				
	Net Position 6/30/23	1,429,803				
	Net Position, end of period	<u>\$ 1,458,107</u>				

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
Jul-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 & MISC</u>
7/10/2023	\$ 788,157.93			\$ 788,157.93		
7/17/2023	\$ 1,987.00		\$ 1,987.00			
7/19/2023	\$ 525,306.96	\$ 525,306.96				
TOTAL	\$ 1,315,451.89	\$ 525,306.96	\$ 1,987.00	\$ 788,157.93	\$ -	\$ -

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>
7/7/2023	\$ 793,122.48	\$ 367,990.48	\$ 111,065.31	\$ 244,323.25	\$ 69,743.44
7/21/2023	\$ 743,778.32	\$ 335,039.75	\$ 105,378.53	\$ 234,646.28	\$ 68,713.76
	\$ -				
	\$ -	\$ -			
	\$ -				
	\$ -				
	\$ -				
TOTAL	\$ 1,536,900.80	\$ 703,030.23	\$ 216,443.84	\$ 478,969.53	\$ 138,457.20

Ratification of Payment of Bills for August 2023

The check register detailing the regular monthly bills for August 2023 was sent out September 15, 2023. The totals by fund are on page 2. This includes approval of travel reimbursements for August 2023.

Board Chair

Board Secretary

JM:mw
9/2023

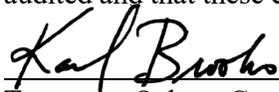
President's Recommendation:

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 \$7,566,089.03 for all check amounts as listed and for all purposes as appearing on a report dated August 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 August 2023, represented by checks on pages 1-15 numbered !0002805 - !0002869, !0002871 - !0002888, !0002890 - !0002914, !0002916 - !0002918, A0162095 - A0162099, A0160101 - A0162303, A0160305 - A0162380, A0160382 - A0162458 and A0160460 - A0162473 on the check register, have been received, supporting invoices audited and that these checks were in order for issuance and are hereby listed for ratification by the Board of Trustees.



Treasurer, Oakton Community College District 535

RECAPITULATION	Gross Check Issued				
	Fund	Payroll	Accounts Payable	Sub-Total	Voided Checks
Education	\$ 3,647,379.80	\$ 1,220,704.73	\$ 4,868,084.53	\$ (90,955.12)	\$ 4,777,129.41
Operation, Building And Maintenance Fund	\$ 342,608.95	\$ 367,260.64	\$ 709,869.59	\$ (329.81)	\$ 709,539.78
Maintenance Fund (Restricted)		\$ 516,750.99	\$ 516,750.99	\$ -	\$ 516,750.99
Bond And Interest	\$ -	\$ 750.00	\$ 750.00	\$ -	\$ 750.00
Auxiliary Enterprise	\$ 197,661.81	\$ 182,758.48	\$ 380,420.29	\$ (5,573.00)	\$ 374,847.29
Restricted Purpose	\$ 209,874.13	\$ 105,889.40	\$ 315,763.53	\$ -	\$ 315,763.53
Working Cash	\$ -	\$ -	\$ -	\$ -	\$ -
Trust/Agency	\$ -	\$ 505.36	\$ 505.36	\$ -	\$ 505.36
Audit	\$ -	\$ -	\$ -	\$ -	\$ -
Liability, Protection & Settlement	\$ -	\$ 2,786.25	\$ 2,786.25	\$ -	\$ 2,786.25
Social Security/Medicare	\$ -	\$ 762,579.68	\$ 762,579.68	\$ -	\$ 762,579.68
Loan	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 4,397,524.69	\$ 3,159,985.53	\$ 7,557,510.22	\$ (96,857.93)	\$ 7,460,652.29
STUDENT GOVERNMENT	\$ -	\$ 8,578.81	\$ 8,578.81	\$ -	\$ 8,578.81
TOTAL PER REPORT	\$ 4,397,524.69	\$ 3,168,564.34	\$ 7,566,089.03	\$ (96,857.93)	\$ 7,469,231.10

STUDENT GOVERNMENT AFFIDAVIT
OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535

Certification of Treasurer

I hereby certify that materials and/or services represented by checks on pages 1-15 numbered !0003012, !0003012, A0162483, A0162562, A0162639, A0162714, A0162811 and A0162877 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 \$8,578.81 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 August 2023.

Student Government Association

Acceptance of Treasurer's Report for August 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 or Controller for amplification.

JM:mw
9/2023

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 August 2023."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

August 2023

Dr. Karl Brooks
Vice President, Student Affairs/Treasurer
W. Andy Williams
Controller, Budget and Accounting Services

Treasurer's Comments on August 2023 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$2.8 million in tuition and fees, \$1 million in property tax revenues, \$593,000 in interest earnings, and \$300,000 in state revenues.

Net cash and investments increased \$14.0 million from the previous month, as expected. The increase is primarily due to the issuance of \$14.7 million in debt certificates in August.

The Annual Comprehensive Financial Report as of June 30, 2023 with audited financial data will be available in October.

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

Revenues

At the end of August, revenues were \$26.0 million or 100% of the prorated budget, compared to \$24.5 million, or 101% for the previous year. Tuition and fees totaled \$13.6 million year to date, or 95% of the prorated budget. Last year, tuition and fees totaled \$12.9 million or 98% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures were \$12.2 million. The operating expenditures are \$1.6 million (15.1%) above prior year's actual expenditures of \$10.6 million for the same period. Net transfers total \$1.5 million as budgeted.

OAKTON COMMUNITY COLLEGE
FINANCIAL POSITION OF FUNDS AS OF
August 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
ASSETS										
Cash	\$ 2,310	\$ 100	\$ 2,683	\$ 38	\$ -	\$ 3,168	\$ -	\$ 638	\$ 1,241	\$ 10,178
Taxes Receivable	24,377	3,696	-	1,724	-	-	-	46	-	29,843
Student Tuition Receivable	6,458	1	5	-	-	806	-	-	-	7,270
Government Funds Receivable	-	-	-	-	-	595	-	17	-	612
Lease Receivable	13,653	-	-	-	-	-	-	-	-	13,653
Accrued Interest	741	96	101	-	-	26	-	4	254	1,222
Other Receivables	113	1	-	-	-	233	-	-	-	347
Investments										
Short-term	72,957	9,583	25,570	1,981	(2)	977	-	288	31,872	143,226
Long-term	22,906	3,149	4,053	-	-	376	-	128	7,567	38,179
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepays	857	-	-	-	88	256	-	-	-	1,201
Total Current Assets	129,872	16,626	32,412	3,743	86	20,937	-	1,121	40,934	245,731
Net Investment in Plant	-	-	-	-	-	-	96,996	-	-	96,996
Intangible Assets	-	-	-	-	-	-	558	-	-	558
Total Assets	\$ 129,872	\$ 16,626	\$ 32,412	\$ 3,743	\$ 86	\$ 20,937	\$ 97,554	\$ 1,121	\$ 40,934	\$ 343,285
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	956	956
Total Assets and Deferred Outflows of Resources	\$ 129,872	\$ 16,626	\$ 32,412	\$ 3,743	\$ 86	\$ 20,937	\$ 97,554	\$ 1,121	\$ 41,890	\$ 344,241
LIABILITIES AND NET POSITION										
Payables	\$ 886	\$ -	\$ 66	\$ -	\$ -	\$ (47)	\$ -	\$ -	\$ -	\$ 905
Accrued Interest Payable	-	-	-	-	111	-	-	-	-	111
Deferred Tuition Revenue	-	-	-	-	-	24	-	-	-	24
Accruals	2,263	299	-	-	-	267	-	-	-	2,829
Bonds Payable	-	-	-	-	59,567	-	-	-	-	59,567
Lease Liability	-	-	-	-	251	-	-	-	-	251
OPEB Liability	-	-	-	-	-	-	-	-	15,652	15,652
Total Liabilities	3,149	299	66	-	59,929	244	-	-	15,652	79,339
Deferred Inflows of Resources - Property Taxes	17,462	2,496	-	1,205	-	-	-	31	-	21,194
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	27,710	27,710
Deferred Inflows - Leases	13,653	-	-	-	-	-	-	-	-	13,653
Total Liabilities and Deferred Inflows of Resources	34,264	2,795	66	1,205	59,929	244	-	31	43,362	141,896
Net Position										
Unrestricted	95,609	13,831	32,345	-	-	3,989	-	-	(1,473)	144,301
Restricted	-	-	-	-	-	16,706	-	1,089	-	17,795
Debt Service	-	-	-	2,538	(59,842)	-	-	-	-	(57,304)
Plant	-	-	-	-	-	-	97,555	-	-	97,555
Total Net Position	95,609	13,831	32,345	2,538	(59,842)	20,695	97,555	1,089	(1,473)	202,347
TOTAL LIABILITIES & NET POSITION	\$ 129,873	\$ 16,626	\$ 32,411	\$ 3,743	\$ 87	\$ 20,939	\$ 97,555	\$ 1,120	\$ 41,889	\$ 344,243

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

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
REVENUES (cash and accrual basis)					
Property Taxes (accrual basis)	\$ 60,400	\$ 10,067	\$ 9,713	96%	96%
Replacement Tax	2,000	333	633	190%	259%
State Revenue	4,335	723	1,050	145%	0%
Tuition and Fees	20,698	14,256	13,558	95%	98%
Other	3,159	527	1,080	205%	213%
TOTAL REVENUES	\$ 90,592	\$ 25,905	\$ 26,034	100%	101%
EXPENDITURES (accrual basis)					
Instructional	\$ 31,145	\$ 5,191	\$ 4,811	93%	92%
Academic Support	20,580	3,430	3,766	110%	110%
Student Services	9,043	1,507	1,016	67%	63%
Public Services	1,329	222	141	64%	62%
Operations and Maintenance	8,545	1,424	907	64%	52%
General Administration	8,104	1,351	944	70%	70%
General Institutional	642	107	655	612%	(397%)
Contingency	2,271	379	-	0%	0%
TOTAL EXPENDITURES	\$ 81,659	\$ 13,610	\$ 12,240	90%	82%
Revenues over (under) expenditures	8,933	12,295	13,794		
Net Fund transfers					
To O & M Fund (Restricted)	(5,000)	(833)	(833)		
To Auxiliary Fund and Alliance	(2,479)	(413)	(413)		
To Restricted Purpose Fund	(100)	(17)	(17)		
To Liability, Protection & Settlement Fund	(770)	(128)	(128)		
To Social Security/Medicare Fund	(874)	(146)	(146)		
From Working Cash Fund: Interest	290	48	48		
Total Transfers	\$ (8,933)	\$ (1,489)	\$ (1,489)		
Net Revenue over (under) expenditures	\$ -	\$ 10,806	\$ 12,305		

**OAKTON COMMUNITY COLLEGE
REVENUES AND EXPENDITURES
TWO MONTHS ENDED AUGUST 31, 2023**

**AGENDA ITEM 9/23-5
6 of 9**

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget
REVENUES			
Construction Fee	295	158	54%
Interest and Investments Gain/Loss	16	136	850%
Debt Certificates 2023	14,900	14,690	99%
Total revenues	15,211	14,984	99%
EXPENDITURES			
Landscape Improvements	824	32	4%
Capital Equipment	512	66	13%
Hardware Replacement/Master Keying	1,000	-	0%
Camera Replacement	500	-	0%
Pedestrian Path	250	-	0%
Courtyards	550	-	0%
Learning Commons RHC	3,064	34	1%
Boiler Replacement	1,238	657	53%
DP Workplace-Critical Adjacencies/ Enabling Moves	1,700	-	0%
Plumbing	350	-	0%
ADA Compliance	131	-	0%
TenHoeve Wing Remodeling	685	-	0%
Domestic hot water pump	115	93	81%
Switchgear Upgrade	50	-	0%
Baseball Complex Renovations	1,000	-	0%
Exterior Envelope	870	-	0%
HVAC Upgrades	200	-	0%
Electrical Service - Motor Controls	150	-	0%
Electrical Service - Interior Lighting Control	100	-	0%
Fire Sprinkler/Pump	350	-	0%
Concrete Sidewalks Replacement	100	-	0%
Flooring - DP/Grounds/Lee (Vinyl, Concrete)	275	-	0%
Skokie Emergency Power Generator	100	-	0%
Washroom Upgrades Phase 1	500	-	0%
College Rebrand Signage	52	52	100%
Contingency	211	0	0%
Total expenditures	14,876	934	6%
Transfer in	5,000	833	17%
Net	\$ 5,335	\$ 14,883	279%

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,332	\$ 868	65%	50%
Workforce Development	210	-	0%	7%
Copy Center	67	11	16%	5%
Athletics	37	22	59%	275%
Child Care	321	122	38%	25%
PAC Operations	1	-	0%	0%
Other	65	50	77%	77%
Interest and Investments Gain/Loss	188	13	7%	10%
Total revenues	2,221	1,086	49%	40%
EXPENDITURES				
Bookstore Operating Expenses	\$ 1,424	\$ 113	8%	10%
Workforce Development	200	12	6%	10%
Copy Center	446	54	12%	15%
Athletics	1,302	199	15%	16%
Child Care	570	73	13%	11%
PAC Operations	105	10	10%	10%
Auxiliary Services Administration	344	45	13%	12%
Other	479	22	5%	5%
Total expenditures	4,870	528	11%	11%
Transfers in (out)	2,272	379		
Net	\$ (377)	\$ 937		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
TWO MONTHS ENDED AUGUST 31, 2023**

	Operating Budget (000)	Prorata Budget (000)	Actual (000)	Actual As a% Budget	Last Year
<u>REVENUES</u>					
State Revenue	\$ 584	\$ 97	\$ 117	20%	22%
Tuition and Fees	1,397	233	307	22%	36%
Sale of Materials	1	0	-	0%	0%
Institutional Support					
Evening High School	133	22	-	0%	72%
Other Revenues	45	8	5	11%	7%
Total revenues	<u>2,160</u>	<u>360</u>	<u>429</u>	<u>20%</u>	<u>31%</u>
<u>EXPENDITURES</u>					
Administrative Support	\$ 1,315	219	\$ 116	9%	13%
Instructional Programs					
Allied Health	148	25	5	3%	3%
Job-related	447	75	-	0%	1%
Personal	13	2	2	15%	17%
Emeritus Programs	64	11	20	31%	11%
High School Programs	136	23	3	2%	3%
ESL Programs	76	13	7	9%	10%
Total Programs	<u>884</u>	<u>147</u>	<u>37</u>	<u>4%</u>	<u>3%</u>
Total expenditures	<u>2,199</u>	<u>367</u>	<u>153</u>	<u>7%</u>	<u>9%</u>
Revenue over (under) expenditures	<u>\$ (39)</u>	<u>\$ (6)</u>	<u>\$ 276</u>		
Transfer in	53	9	9		
Net	14	2	285		

OAKTON COMMUNITY COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
TWO MONTHS ENDED AUGUST 31, 2023

		Program Generated Revenue	Revenue Allocated to Programs	Total Revenue and Allocation	Expenditures	Program Net Fav (Unfav)
	Activity fees	\$ 174,769				
	Interest income	-				
	Sub total revenues	<u>174,769</u>				
369901	Student Government Association	620	-	620	(178)	442
369910	Occurrence	380	-	380	-	380
369919	Skokie Events Team	-	-	-	(3,239)	(3,239)
369946	Phi Theta Kappa (PTK)	735	-	735	148	883
	Sub Totals	<u>735</u>	<u>-</u>	<u>-</u>	<u>(3,090)</u>	<u>(2,355)</u>
 <u>Fund Summary</u>						
	Total Revenues	\$ 175,504				
	Total Expenditures	(3,090)				
	Total Transfers to other funds	-				
	Excess revenues over expenditures	<u>172,413</u>				
	Net Position 6/30/23	<u>1,429,803</u>				
	Net Position, end of period	<u>\$ 1,602,217</u>				

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
Aug-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 & MISC</u>
8/8/2023	\$ 790,311.24			\$ 790,311.24		
8/18/2023	\$ 492.00		\$ 492.00			
TOTAL	\$ 790,803.24	\$ -	\$ 492.00	\$ 790,311.24	\$ -	\$ -

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>
8/4/2023	\$ 765,830.83	\$ 347,292.77	\$ 108,454.36	\$ 239,966.79	\$ 70,116.91
8/18/2023	\$ 535,161.47	\$ 215,877.21	\$ 75,167.93	\$ 176,320.16	\$ 67,796.17
	\$ -				
	\$ -				
	\$ -				
	\$ -				
	\$ -				
TOTAL	\$ 1,300,992.30	\$ 563,169.98	\$ 183,622.29	\$ 416,286.95	\$ 137,913.08

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

The salary payments and rescinds include the following:

- a. Salary payments in the amount of \$1,720.00 for part-time teaching services for the Alliance for Lifelong Learning summer 2023.
- b. Salary payments in the amount of \$83,087.00 for part-time teaching services for the Alliance for Lifelong Learning fall 2023.
- c. Salary rescinds in the amount of \$520.50 for part-time teaching services for the Alliance for Lifelong Learning summer 2023.
- d. Salary rescinds in the amount of \$184.50 for part-time teaching services for the Alliance for Lifelong Learning fall 2023.

Jl:bd
9/2023

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 through d as stipulated above, and hereby approves the expenditures in the amount not to exceed \$84,807.00 for all funds listed in items a and b."

Ratification of Payment of Professional Personnel – Fall 2023

Comparative figures:

Fall 2023 Part-Time	Fall 2022 Part-Time
\$2,586,115.75	\$2,739,479.04
Fall 2023 Overload	Fall 2022 Overload
\$448,153.20	\$438,487.07

IL:yg
9/2023

President’s Recommendation:

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

“Be it resolved that the Board of Trustees of Community College District 535 ratifies the payment of salaries for teaching on a part-time basis during the fall 2023 semester; the total payment amount is \$2,586,115.75.”

“Be if further resolved that the Board of Trustees of Community College District 535 ratifies the payment of salaries for teaching on an overload basis during the fall 2023 semester; the total payment amount is \$448,153.20.”

Approval of Clinical Practice Agreements

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

Physical Therapy Assistant

Amended: This is a new agreement for the Physical Therapy Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a 3-year agreement which commences September 19, 2023 and terminates September 19, 2026.

Early Childhood Education

New: This is a new agreement for the Early Childhood Education program. It has been reviewed and approved by the College faculty and administration. This is a 1-year agreement which commences September 19, 2023 and terminates September 19, 2024.

IL:wh
9/2023

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:

Physical Therapy Assistant Program (1)
Early Childhood Education Program (1).”

Affirmation of Mission, Vision and Values

In March 2017, the Board of Trustees approved a revised Mission, Vision and Values Statement that was developed as part of the 2018-2022 strategic planning process. Oakton's Mission, Vision, and Values serve as the foundation for the college's identity, purpose and work. As a first step in the development of the next strategic plan, the SPARC team (Strategic Planning, Accountability and Resource Committee) surveyed stakeholders to assess whether the mission, vision and values remain relevant. There was broad agreement that the Mission, Vision and Values reflect the work that the College is doing and should continue to be doing.

It is both best practice and a requirement of the Higher Learning Commission to affirm an institution's Mission, Vision, and Values statement annually.

JLS:bs
9/2023

President's Recommendation:

That the Board adopts the following resolution:

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

Mission, Vision, and Values Statements

Mission

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

Vision

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

Values

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

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

Approved by the Board of Trustees, March 21, 2017

Ratification of Board of Trustees' Scholarships for 2023-2024

The Board of Trustees established the Trustees' Scholarships in 1988 to recognize academic excellence and demonstrated leadership. The scholarships of \$2,574 are awarded to Oakton College students enrolled at least part time who completed 30 hours of Oakton coursework with a minimum 3.5 GPA.

Scholarship applications were reviewed by a Scholarship Committee that included readers from the Oakton Board of Trustees, Oakton Educational Foundation, Oakton Alumni Council, and Oakton faculty, staff and administrators.

Students selected to receive the Scholarships are as follows:

<u>Student Name</u>	<u>Academic Program of Study</u>
Christopher Aiden David Alexander	Associate in Science
Jonathan Hanna	Associate of Science in Engineering
Michel Michael	Associate in Science
Maria Onofre	Associate in Arts
Justin John Thet Oo	Associate in Arts

KB:jp
9/2023

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 ratifies the Board of Trustees' Scholarships for the academic year 2023-2024 to Christopher Aiden David Alexander, Jonathan Hanna, Michel Michael, Maria Onofre, and Justin John Thet Oo."

Authorization to Approve and Execute Lease Agreement

On June 27, 2023, the Board of Trustees of Oakton College approved a Program Agreement with NorthShore University HealthSystem (“NorthShore”) to establish educational programs relating to health care and clinical health services (the “Agreement”). In part, the Agreement required the College to lease a suitable facility on NorthShore’s Evanston campus after completion of improvements to the facility required for the healthcare and clinical health services programs. The College will provide input regarding the architectural/design plans for the improvements, and the lease will not commence until the substantial completion of the improvements. The College may terminate its obligations under the lease prior to final approval of those plans in the event that such improvements would result in excessive rental expense. The College and NorthShore have negotiated a written Lease agreement subject to final review and approval by the College’s legal counsel.

JLS
9/2023

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes Dr. Joianne Smith, following final review and approval of the College’s legal counsel, to approve and execute the lease between the Board and NorthShore University Health System.”

“Be it further resolved that the Board of Trustees of Community College District 535 authorizes Dr. Joianne Smith to take all such other actions as may be necessary or expedient to implement the purpose of this resolution.”

Authorization to Approve September 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 April 2023 Board of Trustees meeting. Items “b - d” were previewed at the August 2023 Board of Trustees meeting. Item “e” has not been previewed.

JM:tt
 9/2023

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 / Location</u>	<u>Amount</u>
9/23-12a	1	Landscaping Services	Apex Landscaping Hawthorn Woods, IL	\$1,722,144.79
9/23-12b	1	Sportstraq GPS Line Marking System	Traqnology North America Ladd, IL	\$57,785.00
9/23-12c	2	ZogoTech Data Warehouse Pathways and Financial Aid Modules – 3-Year Contract	Zogo Technologies, LLC Dallas, TX	\$93,450.00
9/23-12d	1	Localist Event Management Solution – 3-Year Renewal	Concept3D Denver, CO	\$42,610.05
9/23-12e	1	Construction Project Management Services	Chicago Design Network Chicago, IL	\$38,300.00
GRAND TOTAL				\$1,954,289.84.”

IN DISTRICT	\$0.00
CONSORTIUM	\$0.00
BID	\$1,722,144.79
BID EXEMPT	\$232,145.05
QBS	\$0.00

Authorization to Purchase Landscaping Services

At the September 2022 board meeting, the Board of Trustees approved project design and engineering services for the Des Plaines and Skokie Campuses' Landscaping Projects. As part of the approved Master Plan, the College 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.

Environmental Consulting & Technology, Inc (ECT) provided complete project design and engineering plans and specifications for this project. With this information, the Facilities and Procurement offices worked together to issue a bid. The bid was sent to 22 (one in-district) contractors. The College received two bids.

Landscaping Bid	
Bid #0811-23-01	
Vendor	Grand Total
Apex Landscaping	\$1,565,586.17
SemperFi Landscaping	\$2,132,524.39

The responsible and responsive low bid of \$1,565,586.17 was submitted by Apex Landscaping Inc. Apex Landscaping Inc. has a branch in Northbrook, and their business office is located in Hawthorn Woods, Illinois. ECT conducted a bid/project scope review meeting with the College's construction manager and Apex Landscaping to ensure all bid specifications were met. ECT has qualified Apex Landscaping to meet all project specifications.

In addition to the base bid of \$1,565,586.17, the Administration is requesting a project contingency of \$156,558.62 (10%). This brings the grand total to \$1,722,144.79. Work will be scheduled to begin in October 2023, with substantial completion by May 2024.

RS:tt
9/2023

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 Landscaping Services from Apex Landscaping, Inc., 24414 N. Old McHenry Road, Hawthorn Woods, IL 60047, for a contract sum of \$1,565,586.17, plus a project contingency of \$156,558.62 to be held by the College and used in the best interest of the College, for a total not to exceed \$1,722,144.79 in accordance with their low bid in response to Invitation to Bid # 0811-23-01."

Authorization to Purchase Sportstraq GPS Line Marking System

The Grounds department needs to replace the existing line marker machine, which is used to paint lines on Oakton's athletic fields. The current machine is fourteen years old, currently out of commission, and not repairable. The College is requesting to purchase a new Sportstraq GPS Line Marking System. The new machine will allow the College to stripe the four athletic fields weekly from mid-March through Early November. Sportstraq offers user-friendly software coupled with intuitive joystick controls compatible with Grounds department vehicles. Pre-programmed field layouts will improve efficiency and precision compared to the old machine. The machine can also be transferred to other vehicles for basic auto-steer needs such as mowing, aerification, spraying, and fertilization. Autosteer uses advanced computer vision and artificial intelligence to make driving safer and more intuitive.

The price for the Sportstraq GPS Line Marking System is \$57,785.00. The cost to mark the field weekly by a vendor is approximately \$350-\$500 per field, so purchasing a new line marker machine is in the College's best interest.

The College has identified Traqnology North America as the Sportstraq GPS Line Marking System vendor. Traqnology APS is the Manufacturer of the Sportstraq system. Traqnology North America is the exclusive importer and distributor of the Sportstraq system and the only source to purchase a Sportstraq GPS line marking system.

The Administration seeks board approval to purchase the Sportstraq GPS Line Marking System in the amount of \$57,785.00. This is a bid-exempt purchase according to ILCS-805/3-27.1 item I, "goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone or telegraph: are exempt from the bidding process."

JS:tt
9/2023

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 the Sportstraq GPS Line Marking System from Traqnology North America, 510 N. Main Ave, Ladd, IL 61329, for a total amount of \$57,785.00."

Authorization to Purchase ZogoTech Data Warehouse Pathways and Financial Aid Modules – Three-Year Contract

Since 2018, the College has been using Zogo Technologies, LLC (ZogoTech) Analytics Platform for its enterprise data warehouse and business intelligence platform to standardize, analyze, and illustrate information to make more informed business decisions and create workable plans and strategies to identify new program opportunities, eliminate inefficient business processes, increase enrollment, and provide adequate resources to educate students.

The College seeks to bring in the ZogoTech Financial Aid/Bursar student data module to allow data processing and analysis to examine how our financial aid application and disbursement processes impact the student experience in the enter-navigate-grow phases. The need for this solution stems from the equity audit conducted in 2021-2022 that showed the need to improve business processes in student financial aid, including drop for non-payments. The College could not previously bring financial aid data into ZogoTech as the legacy PowerFails system was not integrated with Banner. However, now that the College has migrated to the Banner Financial Aid module, the ZogoTech data warehouse will be able to use these data to help the College unify, analyze, and illustrate financial aid information to make more informed business decisions, eliminate inefficient business processes, increase enrollment and provide adequate resources to remove student financial barriers.

In addition, the College is also seeking to add the ZogoTech Pathways module to the data warehouse. The Pathways module is a degree and credential completion analysis platform to accelerate student success by identifying possible and near completers and those who have completed the requirements for a credential but have not been awarded their degree or certificate.

The cost for the three-year contract is as follows:

Year 1	\$75,000.00
Year 2	\$9,000.00
Year 3	\$9,450.00
Total	\$93,450.00

The three-year contract for these two modules includes one-time setup and configuration fees, training, and consulting hours. This is a bid-exempt purchase according to ILCS-805/3-27.1 item f, “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process.”

KB:tt
9/2023

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 the ZogoTech Data Warehouse Pathways and Financial Aid Modules from Zogo Technologies, LLC, 4514 Cole Ave, Suite 600, Dallas, TX, 75205, for a total amount of \$93,450.00."

Authorization to Purchase Localist Event Management Solution – Three-Year Renewal

Localist is an enterprise-wide event management solution that integrates with Oakton College’s website. It was launched in 2022 along with the College’s new website launch. Localist provides many features supporting active event management, including event creation and management, event promotion, event calendars, analytics, and reporting. Some key features of Localist are as follows:

1. **Event Creation and Management:** Localist provides tools for creating and managing events, allowing users to input event details such as date, time, location, description, images, and relevant links. Event organizers can set up recurring events, manage event schedules, and make updates as needed.
2. **Event Promotion:** The software offers features to promote events through various channels, such as email marketing, social media integration, and event calendars. Users can create visually appealing event listings and share them to attract attendees.
3. **Customization and Branding:** Users can often customize the event pages to match Oakton’s branding, ensuring a consistent look and feel across all event materials.
4. **Event Calendars:** Localist provides embeddable event calendars that can be added to websites or intranet platforms, making it easy for users to view and access upcoming events.
5. **Analytics and Reporting:** Localist includes analytics tools to track event engagement metrics, such as registration rates, attendance, click-through rates on event listings, and more. These data can help organizers make informed decisions for future events.

The current contract for Localist will expire in November 2023. The College seeks approval to renew the contract for three years. The cost for the three-year renewal is as follows:

Year 1	\$14,203.35
Year 2	\$14,203.35
Year 3	\$14,203.35
Total	\$42,610.05

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

PS:tt
9/2023

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 the Localist Event Management Solution from Concept3D, 1800 Wazee St, Suite 300, Denver, CO 80202, for a total amount of \$42,610.05.”

Authorization to Purchase Construction Project Management Services

As part of the design and buildout of the health career programs at NorthShore's facilities, the College will engage independent project management services with Dorothy McCarty from Chicago Design Network. Ms. McCarty was previously with Cotter Consulting and has retired from the firm. During her time with Cotter, she served as the project lead for Oakton's approved Master Plan to oversee the overall design process for construction projects, ensure that contract documents are prepared and completed on a timely basis, and to verify that the final design complies with the owner's expectations.

Ms. McCarty's role on the NorthShore project will be in two phases. Phase 1 will involve coordination of the design and construction specs working with NorthShore's architects, and Phase 2 will be managing the actual construction timeline and closeout. The overall project is expected to extend through December 2024 and the Administration is seeking Board authorization not to exceed \$38,300.00.

JM:tt
9/2023

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 Construction Project Management Services from Chicago Design Network, 850 West Jackson Boulevard, Suite 850, Chicago, Illinois 60607, for a total amount not to exceed \$38,300.00."

Preview and Initial Discussion of Upcoming Purchases

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

- a) **Cisco Equipment for Computer Networking and Systems Program** – The Computer Networking & Systems (CNS) department seeks to purchase Cisco equipment to train students pursuing careers in computer networking and security. The Cisco Certified Network Associate (CCNA) certification has been among the top ten (10) information technology certifications for many years, and it is focused on preparing students to become early-career networking professionals.

The College is currently working to obtain quotes from multiple vendors and plans to present this purchase to the Board in October 2023.

Resolution to Transfer Funds for Restricted O&M Construction Costs

The Administration is proposing to transfer \$10.0 million from the Education Fund to the Operations & Maintenance (O&M) Restricted Fund. This transfer will set aside funds to partially support the current five-year Master Plan.

Authorization by the Board for this transfer will provide a mechanism to ensure that these resources only be used for the specific purpose stipulated in this resolution.

AW:mw
9/2023

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves the following transfer effective for Fiscal Year 2023: \$10.0 million from the Education Fund to the Operations & Maintenance (O&M) Restricted Fund, for the future payment of approved Master Plan construction projects.”

Authorization of Signatory Authority

At the August 15, 2023 Board of Trustees meeting, the Board authorized the purchase of consultant services from Judy Mitchell Consulting, LLC to provide leadership as the Interim Vice President for Administrative Affairs at Oakton College. Because Dr. Mitchell has been hired as a consultant, and is not an employee of the College, the Board must grant authorization for Dr. Mitchell to have authority to sign documents on behalf of the College while serving as the Interim Vice President for Administrative Affairs.

JLS
9/2023

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes Dr. Judy Mitchell to have signatory authority for documents under the purview and responsibility of the Vice President of Administrative Affairs while she is serving in the role of Interim Vice President for Administrative Affairs.”

Authorization to Appoint an Assistant Vice President for Workforce Innovation and College Partnerships

The administration is recommending the appointment and promotion of Dr. Jesse Wade Ivory to Assistant Vice President for Workforce Innovation and College Partnerships.

Dr. Ivory has served in various capacities at Oakton since 2012 and is currently the Dean of Adult and Continuing Education/Dean of Skokie where she provides strategic planning, programming and leadership for our continuing education division which includes Community and Workforce Education, Customized Workforce Solutions, Adult Education, Literacy and ICAPTS/IET initiatives.

Dr. Ivory holds a doctorate degree in Ethical Leadership from Olivet Nazarene University and a Master of Science in Educational Administration from Illinois State University.

CH:nmi
9/2023

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 appointment of Dr. Jesse Wade Ivory as Assistant Vice President for Workforce Innovation and College Partnerships effective September 24, 2023 at an annual salary of \$135,000. That salary will be prorated for the period of September 24, 2023 through June 30, 2024.”



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

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

WITNESSETH:

Whereas, pursuant to the Administrator's application, the Board's President has recommended the administrator's appointment as Assistant Vice President for Workforce Innovation and College Partnerships of the Board's College, and the Board has approved such recommendation;

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

1. The Administrator is appointed Assistant Vice President for Workforce Innovation and College Partnerships of the Board's College from September 24, 2023 to June 30, 2024. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board policy and the job classification manual, as revised from time to time, and such other related duties as are assigned from time to time by or at the direction of the Board of Trustees and the President. In consideration for services rendered by the Administrator, the Board shall pay the Administrator a salary at an annual salary of \$135,000 in accordance with the Board's salary policies and procedures and the conditions therefore, currently in effect or as may hereafter be modified. This salary shall be for the period September 24, 2023 through June 30, 2024.
2. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
3. This contract and services rendered are subject to all applicable Constitutional provisions and the Illinois Revised Statutes, and any provisions contrary to these documents may be considered void without invalidating the remainder of the contract.
4. This contract guarantees the administrator the rights of procedural due process.
5. This agreement shall not be effective unless it is signed and returned to the President within ten days of its issuance.

Dated and returned this _____ day of _____ 2023 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on September 19, 2023.
(Agenda Item 9/23-16)

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

President

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

Inquiries regarding compliance with state or federal nondiscrimination requirements may be directed to the Director of Institutional Equity and Inclusion, Oakton College, 1600 East Golf Road, Des Plaines, Illinois, 60016, or to the Director of the Office for Civil Rights, Department of Education, Washington, D.C.

Authorization to Appoint Interim Dean of Skokie

Due to a promotion, the current Dean of Skokie responsibilities have been left vacant. The College needed a solution for managing these key operational responsibilities in the interim.

Given Robyn Bailey's 16-year tenure as an administrator and extensive experience in operations at the Skokie campus, the administration is recommending her appointment as Interim Dean of Skokie. Ms. Bailey currently serves as our Director of Operations for the Continuing Education Division, and has many years of experience providing leadership and oversight for academic and operational support services. We are confident that she will provide the leadership necessary during this interim period.

CH:nmi
9/2023

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 appointment of Robyn Bailey as the Interim Dean of Skokie with a stipend of \$1,100 per month for each month served commencing on September 24, 2023."

Acceptance of Administrator Resignation

Chief Human Resources Officer, Dr. Colette Hands provided notice of her intent to resign from her position at the College, effective September 29, 2023.

Dr. Hands has served Oakton College in an exemplary manner and we wish her well in her future endeavors.

CH:nmi
9/2023

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 accepts the resignation of Dr. Colette Hands, Chief Human Resources Officer, effective September 29, 2023.”

Authorization to Appoint Interim Chief Human Resources Officer

The recent resignation of Dr. Colette Hands creates a critical vacancy in the Human Resources Department. The Administration seeks to appoint D. Arnie Oudenhoven as Interim Chief Human Resources Officer.

Arnie Oudenhoven served as the Director and Associate Vice President for Human Resources at Oakton Community College from 1997 to 2013. Most recently he served as the Executive Director of Human Resources at Red Rocks Community College from 2016 – 2022.

Arnie holds a Master of Science degree in College Student Personnel from the University of Wisconsin – LaCrosse and has over thirty years of generalist experience, including managing and leading in all functional duties of Human Resources, such as recruiting, staffing, benefits, compensation and training, and providing general Human Resources services for both full-time and part-time staff and faculty positions. We are confident that he will provide the leadership necessary during this transition.

CH:nmi
9/2023

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 appointment of D. Arnie Oudenhoven as Interim Chief Human Resources Officer with a stipend of \$15,000.00 per month commencing October 2, 2023.”

Preview of New Units of Instruction

The following new units of instruction will be presented for Board approval in October 2023:

Radiography Associate of Applied Science Degree

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 health careers degree, a 66-credit hour Radiography Associate of Applied Science Degree.

The Radiography program is designed to prepare students for entry-level positions as diagnostic Radiologic Technologists in a hospital setting, healthcare clinic or diagnostic imaging facility. Through their course of study, students will become competent in performing radiologic procedures, appropriately communicate with individuals of all backgrounds, apply problem solving and critical thinking skills and model professional and ethical behavior. Upon successful completion of the Radiography program, students will be eligible to sit for the American Registry of Radiologic Technologists certification examination and become licensed Radiologic Technologists.

The curriculum meets the requirements of the Joint Review Committee on Education in Radiologic Technology (JRCERT) and the American Society of Radiologic Technologists (ASRT).

According to the Bureau of Labor Statistics, radiography technician job growth is projected to increase 6% nationally, between 2021-2031 with a median salary \$67,180/year or \$32.30/hour. In Illinois, there are projected to be 8,044 positions in 2032 as compared to the national projected number of 4,684 positions illustrating the demand.

Cardiac Sonography Associate of Applied Science Degree

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 health careers degree, a 72-credit hour Cardiac Sonography Associate of Applied Science Degree.

The Cardiac Sonography degree program is designed to prepare students for an entry-level position as a Cardiac Sonographer in a hospital setting, doctor's office or a diagnostic imaging facility. Through their course of study, students will become competent in cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains along with being able to apply their critical thinking, problem-solving and communication skills in the work environment. Upon successful completion of the Cardiac Sonography program, students will be eligible to take the Registered Cardiac Sonographer (RCS), section RCS5, registry board examination under Cardiovascular Credentialing International.

According to Lightcast/EMSI reports, diagnostic medical sonographer positions are expected to grow by about 9.4% between 2021-2032 in Illinois. The average salary of \$78,500/year or \$39.25/hour in the Chicagoland area is higher than the national average of \$37.60/hour. In Illinois, there are projected to be 3,245 positions in 2032 as compared to the national projected number of 1,907 positions illustrating the demand.

Surgical Technology Associate of Applied Science Degree

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 health careers degree, a 71-credit hour Surgical Technology Associate of Applied Science Degree.

The Surgical Technology program presents students with the knowledge and skills necessary to work in a surgical environment and function as a participant of the operating room team. Students will learn surgical aseptic technique, surgical procedural steps, anatomy, physiology and pathology. Graduates of the program will be able to perform the role of an entry-level Surgical Technologist in an operating room setting. Upon successful completion of the Surgical Technology program, students will be eligible to take the National Certification Examination for Surgical Technologists (CST) provided by the National Board of Surgical Technology and Surgical Assisting (NBSTSA).

The curriculum meets the requirements of the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

According to the Bureau of Labor Statistics, surgical technician job growth is projected to increase 5% nationally, between 2021-2031 with a median salary \$56,350/year or \$27.09/hour. In Illinois, there are projected to be 3,676 positions in 2032 as compared to the national projected number of 2,328 positions illustrating the demand.

Radiography Associate in Applied Science Degree

66 Semester Credit Hours; Curriculum: 0383

General Education Requirements:	Credit Hours
Area A – Communications	
EGL 101 Composition I	3
SPE 115 Interpersonal Communication Across Cultures	3
Area B – Mathematics	
MAT 102 Mathematics for Health Careers	2
Area C – Science	
BIO 231 Human Anatomy and Physiology I	4
Area D – Social and Behavioral Sciences	
PSY 101 Introduction to Psychology	3
Area E – Humanities / Fine Arts	
No course required	0
Area F – Global Studies	
Satisfied by SPE 115	0-3
Area G – U.S. Diversity Studies	
Satisfied by SPE 115	0-3
Total General Education Requirements:	15
Major Requirements:	Credit Hours
HIT 104 Medical Terminology	3
XRY 100 Introduction to Radiography and Patient Care	3
XRY 101 Radiographic Procedures I	5
XRY 102 Radiography Practicum I	1
XRY 103 Radiographic Imaging I	3
XRY 105 Radiography Practicum II	3
XRY 106 Radiographic Procedures II	5
XRY 108 Radiographic Imaging II	3
XRY 110 Radiography Practicum III	3
XRY 201 Radiographic Imaging III	2
XRY 202 Radiography Practicum IV	3
XRY 203 Advanced Imaging Procedures	2
XRY 204 Radiographic Image Analysis	2
XRY 205 Radiographic Pathology	2
XRY 206 Radiation Biology and Safety	3
XRY 207 ARRT Review	2
XRY 208 Radiography Practicum V	3
XRY 209 Radiography Practicum VI	3
Total Major Requirements:	51
Total Semester Credit Hours for a degree:	66

Cardiac Sonography Associate in Applied Science Degree

72 Semester Credit Hours; Curriculum: 0332

General Education Requirements:	Credit Hours
Area A – Communications	
EGL 101 Composition I	3
Area B – Mathematics	
No course needed	0
Area C – Science	
BIO 231 Human Anatomy and Physiology I	4
PHY 101 Applied Physics	4
Area D – Social and Behavioral Sciences	
SOC 103 Social Problems	3
Area E – Humanities / Fine Arts	
Select one course form a humanities or fine arts discipline	3
Area F – Global Studies	
Satisfied by SOC 103	0-3
Area G – U.S. Diversity Studies	
Satisfied by SOC 103	0-3
Total General Education Requirements:	17

Major Requirements:	Credit Hours
CDS 100 Medical Terminology for the Cardiac Sonographer	1
CDS 101 Introduction to Sonography and Patient Care	2
CDS 102 Basic EKG for the Cardiac Sonographer	1
CDS 103 Anatomy and Physiology for the Cardiac Sonographer	3
CDS 104 Doppler Physics and Hemodynamics for the Cardiac Sonographer	3
CDS 105 Ultrasound Physics and Instrumentation I	3
CDS 106 Cardiac Sonography I	3
CDS 107 Cardiac Sonography Lab Practicum I	3
CDS 108 Cardiac Sonography Lab Practicum II	6
CDS 201 Ultrasound Physics and Instrumentation II	3
CDS 202 Cardiac Sonography Lab Practicum III	3
CDS 204 Cardiac Sonography II	3
CDS 205 Registry Review and Advancing Trends in Cardiac Sonography	3
CDS 206 Ultrasound Physics and Instrumentation Review	3
CDS 207 Pharmacology for the Cardiac Sonographer	1
CDS 208 Cardiac Sonography Clinical Externship I	6
CDS 209 Cardiac Sonography Clinical Externship II	8
Total Major Requirements:	55
Total Semester Credit Hours for a degree:	72

Associate in Applied Science Degree

71 Semester Credit Hours; Curriculum: 0333

General Education Requirements:	Credit Hours
Area A – Communications	
EGL 101 Composition I	3
Area B – Mathematics	
MAT 102 Mathematics for Health Careers	2
Area C – Science	
BIO 231 Human Anatomy and Physiology I	4
BIO 232 Human Anatomy and Physiology II	4
Area D – Social and Behavioral Sciences	
SOC 103 Social Problems	3
Area E – Humanities / Fine Arts	
No course required	0
Area F – Global Studies	
Satisfied by SOC 103	0-3
Area G – U.S. Diversity Studies	
Satisfied by SOC 103	0-3
Total General Education Requirements:	16
Major Requirements:	Credit Hours
BIO 121 General College Biology I	4
BIO 251 Microbiology	4
HIT 104 Medical Terminology	3
SUR 101 Introduction to Surgical Technology	10
SUR 102 Surgical Procedures I	10
SUR 201 Surgical Procedures II	5
SUR 202 Surgical Technology Review I	3
SUR 203 Surgical Technology Review II	3
SUR 204 Surgical Technology Clinical Externship I	6.5
SUR 205 Surgical Technology Clinical Externship II	6.5
Total Major Requirements:	55
Total Semester Credit Hours for a degree:	71

Notification of Award of Grants

Funding totaling \$1,165,741.00 has been made available to Oakton College:

- a. Secretary of State Adult Volunteer Literacy Grant\$99,860.00
- b. Secretary of State Workplace Enhancement Grant-Trim Tex\$15,867.00
- c. Secretary of State Workplace Enhancement Grant-Rivers Casino\$15,764.00
- d. Secretary of State Workplace Enhancement Grant-LSG Sky Chefs\$15,909.00
- e. Secretary of State Workplace Enhancement Grant-Cozzini Bros.\$15,927.00
- f. Illinois Board of Higher Education Illinois Cooperative Work Study Grant.....\$50,000.00
- g. IAC Visual Arts Grant \$6,800.00
- h. IAC Performing Arts General Operating Support\$10,600.00
- i. ICCB Mental Health Early Action on Campus Act Grant.....\$55,299.00
- j. Illinois Community College Board PATH FY24 Continuation Grant \$866,515.00

TOTAL: \$1,165,741.00

a. Illinois Secretary of State/Illinois State Library Literacy Office Adult Literacy- Volunteers in Teaching Adults Grant

The Illinois Secretary of State/Illinois State Library Literacy Office awarded Oakton College the FY24 Volunteers in Teaching Adults Grant in the amount of \$99,860 for the grant period July 1, 2023- June 30, 2024. Oakton will continue to provide instruction to help adults who read below the ninth-grade level, or speak English at a beginning level, to improve their basic reading, writing, math, or English language proficiency. Oakton AVL Services are provided through the use of trained, unpaid volunteer tutors.

Elena Smoukova, Senior Manager of Adult Education and Elizabeth Tharp, the VITA/Literacy Program Manager will manage the grant, and Jesse Ivory, Dean of Adult and Continuing Education/ Dean of Skokie Campus will serve as Administrator.

b. Illinois Secretary of State/Illinois State Library Literacy Office Workplace Skills Enhancement Grant

The Illinois Secretary of State/Illinois State Library Literacy Office has awarded Oakton College a Workplace Enhancement Grant in the amount of \$15,867.00. Funds will support customized workplace English language program offerings for employees of Trim-Tex Dry Wall Products. The grant period is July 1, 2023 through June 30, 2024. Eilish McDonagh- Hermer, Senior Manager, Workforce Solutions will manage the grant, and Dr. Jesse Ivory, Assistant Vice President for Workforce Innovation and College Partnerships, will administer the grant.

c. Illinois Secretary of State/Illinois State Library Literacy Office Workplace Skills Enhancement Grant

The Illinois Secretary of State/Illinois State Library Literacy Office has awarded Oakton Community College a Workplace Enhancement Grant in the amount of \$15,764.00. Funds will support customized workplace English language program offerings for employees of Rivers Casino.

The grant period is July 1, 2023 through June 30, 2024. Eilish McDonagh-Hermer, Senior Manager, Workforce Solutions will manage the grant, and Dr. Jesse Ivory, Assistant Vice President for Workforce Innovation and College Partnerships, will administer the grant.

d. Illinois Secretary of State/Illinois State Library Literacy Office Workplace Skills Enhancement Grant

The Illinois Secretary of State/Illinois State Library Literacy Office has awarded Oakton College a Workplace Enhancement Grant in the amount of \$15,909.00. Funds will support customized workplace English language program offerings for employees of LSG SkyChefs. The grant period is July 1, 2023 through June 30, 2024. Eilish McDonagh-Hermer, Senior Manager, Workforce Solutions will manage the grant, and Dr. Jesse Ivory, Assistant Vice President for Workforce Innovation and College Partnerships, will administer the grant.

e. Illinois Secretary of State/Illinois State Library Literacy Office Workplace Skills Enhancement Grant

The Illinois Secretary of State/Illinois State Library Literacy Office has awarded Oakton Community College a Workplace Enhancement Grant in the amount of \$15,927. Funds will support customized workplace English language program offerings for employees of Cozzini Bros.

The grant period is July 1, 2023 through June 30, 2024. Eilish McDonagh-Hermer, Senior Manager, Workforce Solutions will manage the grant, and Dr. Jesse Ivory, Assistant Vice President for Workforce Innovation and College Partnerships, will administer the grant.

f. Illinois Board of Higher Education Cooperative Work Study Program Grant

The Illinois Board of Higher Education has awarded Oakton College a \$50,00.00 Cooperative Work Study Program grant. Funds will underwrite part of the hourly wages that business partners pay Oakton students who work in cooperative internship arrangements.

The grant period is July 1, 2023 through August 31, 2024. Shannon McKenzie, Workforce Compliance and Career Initiatives Manager, will manage the grant and Jesse Ivory, Assistant Vice President for Workforce Innovation and College Partnerships, will administer the grant.

g. Illinois Arts Council Visual Arts Program Grant

The Illinois Arts Council has awarded Oakton College a \$6,800.00 Visual Arts Program- General Operating grant. Funds will support general operating expenses of the Koehnline Museum of Art at Oakton.

The grant period is October 1, 2023 through August 31, 2024. Nathan Harpaz, Art Museum Manager, will manage the grant and Mia Hardy, Dean of Liberal Arts, will administer the grant.

h. Illinois Arts Council Performing Arts General Operating Support Grant

The Illinois Arts Council has awarded Oakton College a \$10,600.00 Performing Arts General Operating Support Grant. Funds will support general operating expenses of the Performing Arts Center at Oakton.

The grant period is October 1, 2023 through August 31, 2024. Daniel Cunningham, Production Coordinator, will manage the grant and Mia Hardy, Dean of Liberal Arts, will administer the grant.

i. Illinois Community College Board Mental Health Early Action on Campus Action Grant

The Illinois Community College Board has appropriated Oakton College a \$55,299.00 Mental Health Early Action on Campus Grant for fiscal year 2024. The Mental Health Early Action on Campus Grant funds will provide funding for activities required under the Mental Health Early Action on Campus (110 ILCS 58) Act that addresses gaps in mental health services on college campuses across Illinois. These funds are intended to support several required activities as per provisions act 110 ILCS58/15, undertaken at the College.

The grant period is July 1, 2024 through June 30, 2024. The grant will be led by Keith Morgan-Dunham, Coordinator of Counseling Services overseen by Dr. Mark Kiel, Dean of Counseling, Health and Wellness Services, and administered by Dr. Karl Brooks, Vice President for Student Affairs.

j. Illinois Community College Board PATH FY24 Continuation Grant

The Illinois Community College Board (ICCB) has awarded Oakton College a \$866,515.00 Pipeline for the Advancement of the Healthcare (PATH) Workforce FY24 Continuation Grant to create, support, and expand the opportunities of individuals in the nursing pathway and select healthcare pathways to obtain credentials and degrees that allow them to enter and/or advance their careers in the healthcare industry. Additionally, this program aims to address the shortage of workers in the healthcare industry that have been exasperated by the COVID 19 pandemic.

The grant period is June 1, 2023 through June 30, 2024. May Alimboyoguen, Dean of Health Careers will administer the grant.