

**The 810th Meeting
of
The Board of Trustees
May 20, 2025**



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 17, 2024.

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.

Adopted by the Board of Trustees on December 13, 2022.

Anti-Racism Statement

Oakton is an anti-racist, inclusive, transparent institution; invested in and accountable to the communities we serve. We are committed to transforming all curricula, policies, structures and practices to dismantle and eliminate racism and other forms of oppression so all members of our community thrive. Through reflection, empowerment, and accountability to anti-racist people of color, we model the socially just and equitable transformation that we want to see in the world.

Adopted by the Board of Trustees on February 15, 2022.

Neurodiversity Statement

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.

Adopted by the Board of Trustees on August 15, 2023.



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 April 22, 2024
 - Consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; collective negotiations matters; 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 May 20, 2025.

The meeting will be broadcast on Oakton TV: <https://play.champds.com/oaktoncollegeil/live/5>

Agenda

- Call to Order and Roll Call
- Pledge of Allegiance
- Land Acknowledgement
- V Approval of minutes of the April 22, 2025 Regular Meeting of the Board of Trustees, and the April 22, 2025 Organizational 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
Report: FY 2026 Budget Highlights

New Business

Consent Agenda

- V 5/25-1a Approval of Adoption of Consent Agenda
R 5/25-1b Approval of Consent Agenda Items 5/25-2 through 5/25-7
5/25-2 Ratification of Payment of Bills for April 2025
5/25-3 Acceptance of Treasurer's Report for April 2025
5/25-4 Compliance with Open Meetings Act, Closed Session Minutes
5/25-5 Action on Recordings of Closed Session Minutes
5/25-6 Supplemental Authorization to Pay Professional Personnel – Spring 2025
5/25-7 Approval of Clinical Practice Agreements

Other Items

- R 5/25-8 Authorization to Schedule a Budget Hearing and Publish a Notice Placing Fiscal Year 2026 Budget on Public Display
R 5/25-9 Authorization to Approve May Purchases
- a. Design and Installation Services for Founders Wall
 - b. Construction Services for Baseball Field Parking Lot
 - c. Furniture for the Library and Learning Commons – Des Plaines Campus
 - d. Design and Engineering Services for Elevator Modernization – Des Plaines Campus
 - e. Chromebooks and iPads – Adult Education Grant
 - f. Transportation Services for Athletic Teams – One-Year Renewal
 - g. Library Services (CARLI and NILRC) – One-Year Renewal
 - h. Extreme Networks WIFI SaaS Licenses – One-Year Renewal
 - i. Cisco Systems SmartNet Support Contract – One-Year Renewal
 - j. VMWare Support and License – One Year Renewal
 - k. PaloAlto Networks Firewall Updates, Support and Subscription – Three-Year Renewal
 - l. BitSight Technologies Third-Party Risk Management Services – Three-Year Renewal
 - m. Ivanti Cherwell Software (SaaS)
 - n. ZogoTech Data Warehouse Pathways and Learning Management System (MLS) Module – Five-Year Contract
 - o. Consulting Services for Academic Affairs Leadership
 - p. Construction Services for Pedestrian Lighting and Incident Recording

- 5/25-10 Preview and Initial Discussion of Upcoming Purchases
- 5/25-11 Authorization to Hire a Full-Time, Tenure-Track Faculty Member
- 5/25-12 Acceptance of Administrator Resignation
- 5/25-13 Notification of Award of Grants

Adjournment



Minutes of the April 22, 2025 Regular Meeting of the Board of Trustees of Community College District 535

The 809th meeting of the Board of Trustees of Community College District 535 was conducted on April 22, 2025 at the Des Plaines campus of Oakton College, 1600 East Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

Chair Burns called the meeting to order at 5:25 p.m. in room 1502. Trustee Stafford called the roll:

Trustee Martha Burns	Chair	Present
Trustee Theresa Bashiri-Remetio	Vice Chair	Present
Trustee William Stafford	Secretary	Present
Trustee Micah Eimer		Present
Trustee Benjamin Salzberg		Absent
Trustee Marie Lynn Toussaint		Present
Trustee Wendy Yanow		Present
Trustee Chris AbiNader	Student Trustee	Present

Also present in room 1502 were Dr. Joianne Smith, President; Johanna Fine, Chief Human Resources Officer; Dr. Ashley Knight, Interim Vice President for Student Affairs; and Michele Roberts, Vice President for Administrative Affairs.

Chair Burns 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 March 18, 2025; and considering the appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters, and pending litigation.

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

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Eimer	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye
Trustee AbiNader	Aye

At 6:21 p.m., Trustee Bashiri-Remetio made a motion to adjourn the closed session meeting 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 Burns called the regular meeting of the Board of Trustees to order at 6:27 p.m. in room 1506.

Trustee Stafford called the roll:

Trustee Martha Burns	Chair	Present
Trustee Theresa Bashiri-Remetio	Vice Chair	Present
Trustee William Stafford	Secretary	Present
Trustee Micah Eimer		Present
Trustee Benjamin Salzberg		Absent
Trustee Marie Lynn Toussaint		Present
Trustee Wendy Yanow		Present
Trustee Chris AbiNader	Student Trustee	Present

Also present in room 1506:

Leadership: Johanna Fine, Chief Human Resources Officer; Dr. Kelly Iwanaga Becker, Assistant Vice President for Institutional Effectiveness and Strategic Planning; Dr. Ashley Knight, Interim Vice President for Student Affairs; Michele Roberts, Vice President for Administrative Affairs; and Katherine Sawyer, Chief Advancement Officer.

Administrators: May Alimboyoguen, Dean of Health Careers; Robyn Bailey, Dean of Skokie Campus; Marc Battista, Associate Vice President for Academic Affairs; Dr. Matthew Boutilier, Director of Online Curriculum and Instruction; Steve Butera, Director of Communications and External Relations; Dr. Sebastian Contreras Jr., Assistant Vice President for Student Affairs/Dean of Student Success; Dr. Leana Cuellar, Dean of Access, Equity and Diversity; Dr. Rick Daniels, Director of Institutional Equity and Inclusion; Dr. Ruben Howard II, Dean of Business and Career Technologies; Jake Jeremiah, Dean of Library; Dr. Andrea Lehmacher, Director of Marketing; Dr. Kanchana Mendes, Dean of Curriculum, Instruction and Assessment; Nathan Norman, Senior Director of Workforce Development; Dr. James Rabchuk, Dean of STEM; Delia Rodriguez, Dean of Adult and Continuing Education; John Wade, Director of Systems and Network Services; Dan Weber, Director of Registrar Services; and Andy Williams, Controller.

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

Faculty: Ragaa Abdallah, Computer; Donovan Braud, English; Lisa Cherivtch, Business; Michael Farquhar, Mathematics; Margaret Gas, Nursing; Mark Palmeri, Art; Jessica Pinedo, English; and Kristi Zenchak, Biology.

Staff: Laura DeMerle, Continuing and Adult Education; Muriel Dorsey-Johnson, Advising and Transitions; Ernest Gest, Facilities; Julia Gray, Information Technology; Joe Hanafee, Advising and Transitions; Ewa Lyczewska, Marketing and Communications; Kushal Patel, Information Technology; and Beatriz Sparks, Office of the President.

Students: Sabrina Yousif.

Guests: Sean Benjamin and Diana Matthews.

Pledge of Allegiance –Trustee Burns led the pledge.

Land Acknowledgment – Student Trustee AbiNader read the Land Acknowledgment.

Approval of Minutes

Chair Burns asked for a motion for the approval of the minutes of the March 18, 2025 regular meeting of the Board of Trustees. Trustee Bashiri-Remetio made the motion. Trustee Yanow seconded the motion. A voice vote was called and the minutes were unanimously approved.

Statement by the President

Condolences

- To the family of Adjunct Faculty Michael McNett who passed away on March 17. Mike was one of our longest serving adjunct faculty members in the English department, one of the first adopters of on-line learning, a writing tutor in the Learning Center, and an active member of the Adjunct Faculty Association.

Congratulations

- At the reorganization meeting earlier this after we thanked Trustee Dr. Gail Bush for her 6 years of service and seated Dr. Micah Eimer for a 6-year term in office. Trustees Toussaint and Yanow were seated for their second 6-year terms on the Board. We also thanked Trustee Toussaint for her year of service as the past Board Chair, and congratulated Martha Burns, Theresa Bashiri-Remetio and Bill Stafford on being selected by your Board colleagues as the Chair, Vice Chair and Secretary of the Board for the upcoming year. And finally, we thanked former student trustee Franklin Ocaña for his year of service, and congratulated Chris AbiNader for being elected as the new student trustee.
- Oakton's designation as a Military Friendly School has been renewed for 2025-2026. Thank you for everyone at Oakton who plays a role in supporting our active military and veteran students and their families.

- Oakton received the GFOA certificate of Achievement for Financial Reporting for FY2024. Congratulations to Controller Andy Williams and his team.
- The Marketing and Communications Team won two Paragon Awards from the National Council for Marketing and Public Relations (NCMPR) - a Gold Award for the Workforce Equity Initiative at Oakton College in the Promotional Short Form Category, and the Bronze Award of Oakton Weekly in the E-Newsletter Category.

Student Recognitions

- The newly elected SGA officials were sworn into their new roles at last Thursday's Student Leadership Banquet:
 - President: Ana Adamadze
 - Vice President: Joseph Park
 - Student Trustee: Chris AbiNader
 - Senator(s): Andrew Atto
- Margot Mattenson was named Student Employee of the Year at the Student Leadership Banquet on April 17. Margot works in the Student Life and Campus Inclusion office.
- Congratulations to the students who were recognized with the Board of Trustees Leadership Awards:
 - Margot Mattenson
 - Taylor Anama
 - Kelly Croke
- Jiheon Kang was selected as one of only 22 students (selected from a total of 2800 applicants) to receive the Hites Transfer Scholarship, PTK's most prestigious and largest scholarship offering \$7500. The Hites Transfer Scholarship recognizes outstanding academic achievement and rigor, engagement in college and community activities, and leadership accomplishment of Phi Theta Kappa members preparing to transfer to senior institutions in pursuit of a bachelor's degree.
- The following students received the Award of Merit at the 2025 Skyway Art Competition hosted by College of Lake County:
 - Marcela Thalia Valencia Chaves
 - Ava Yelton
 - Jane Szabo

Athletics Recognitions

- The following individuals were recognized at the Athletics End of Year celebration on April 18:
 - Student honorees:
 - Leadership: Isaiah Moore (men's basketball), Sofija Pjevic (volleyball)
 - Perseverance: Lana Dahl (softball)
 - Professor of the Year: Dr. Benjamin Drury
 - Coach of the Year: Anthony Siriscevich

Happenings

- April is Community College Month, AAPI Heritage Month, Arab American Heritage Month, Autism Acceptance Month, Earth Month (today is actually earth day) and Sexual Assault Awareness Month.
- The OakArt 2025: Oakton Annual Art Students Exhibition opened on April 10 with a public reception. Oakton's art students exhibit their paintings, drawings, ceramics, 3D art, digital art and photography. Viewings take place from through April 30.
- The six piano ensemble takes place this Sunday, April 27 at 3 pm in the Footlik Theater.
- End of the year events include AAPI, ANDALE, Black student Success and Emory Williams Academy celebrations, the Service Learning Student Showcase, the Honors Program Academic Concentration Program celebration and the ribbon cutting of the new RICE center.
- The 2025 Commencement Ceremony on Monday, May 12 at the Rosemont Theatre.

Educational Foundation Liaison Report

The Foundation continues to build on strong fundraising performance. Fundraising on the year is 15% over goal and 4% ahead of total performance in FY24. Contributions from Foundation Board members make up 12% of total giving and Board leaders have directly influenced another \$411,000 in support.

Notable commitments received since the last update to the Trustees include:

- A \$17,600 grant from Maine Township to continue their scholarship support.
- A \$2,500 gift from the Junior Leagues of Evanston-Northshore to support a scholarship in their name.
- A \$1,000 from the Wilmette Harbor Rotary Club to renew annual support for a scholarship in their name.
- A \$2,700 gift from the Dr. Micah Eimer for Oakton College Board of Trustees campaign to support the Oakton Annual Fund.

The Foundation provided \$1.36 million in approved scholarship funding for distribution to students attending in academic year 2025-2026 to the Financial Aid office on April 15. The Foundation will continue to add to these resources over the next 4 months as donors commit additional funding for award in the coming fiscal year.

The Foundation received 14 grant applications totaling nearly \$135,000 from faculty and staff for initiatives in fiscal year 2026. The Board will conduct interviews with principle investigators on May 1 - 2 before recommending proposal and related funding for approval at their next meeting.

The Board's next quarterly meeting will take place on June 5, 2025.

Student Trustee Report

New Student Trustee Chris AbiNader shared that he previously served as SGA President. His major at Oakton is Human Resources, and he wants to develop a career that can effect real change inside the workforce. Mr. AbiNader also shared some information about his family and background.

Student Spotlight

Sabrina Yousif shared her journey to pursue her Illinois High School Diploma at the age of 50. She raised three kids, and decided she wanted to set an example for them. The opportunity to complete her GED at Oakton turned that desire into reality. Sabrina said it was not easy, but her children were her inspiration. She used all the support she could gather from her family and instructors, and utilized the resources available at Oakton.

Sabrina indicated that education has become a powerful tool for her; not only for personal growth but also to show her children that learning never stops. Her time at Oakton increased her confidence and now she is not afraid to take risks and make mistakes. Her enhanced English language skills have empowered her to move to the next level in her career. She is grateful to Oakton College for providing her with the tools to succeed.

Trustee Comments

Chair Burns welcomed newly elected Trustee Micah Eimer, and new Student Trustee, Chris AbiNader. She also indicated that she reached out to the Executive Director of ICCTA to start a discussion on how trustee candidates can be more involved in their municipalities and regions.

Trustee Eimer thanked the Board for welcoming him, and shared that during his campaign he learned the community knows Oakton College well, and he is excited for the work he can do. Trustee Toussaint and Trustee Yanow said they are grateful for being re-elected for another 6-year term.

Public Participation – None

Board Report: Student Learning Outcomes at Oakton College

Ragaa Abdallah, Chair, Professor of Computer Information Systems
Marc Battista, Associate Vice President for Academic Affairs
Kanchana Mendes, Dean of Curriculum, Instruction, & Assessment

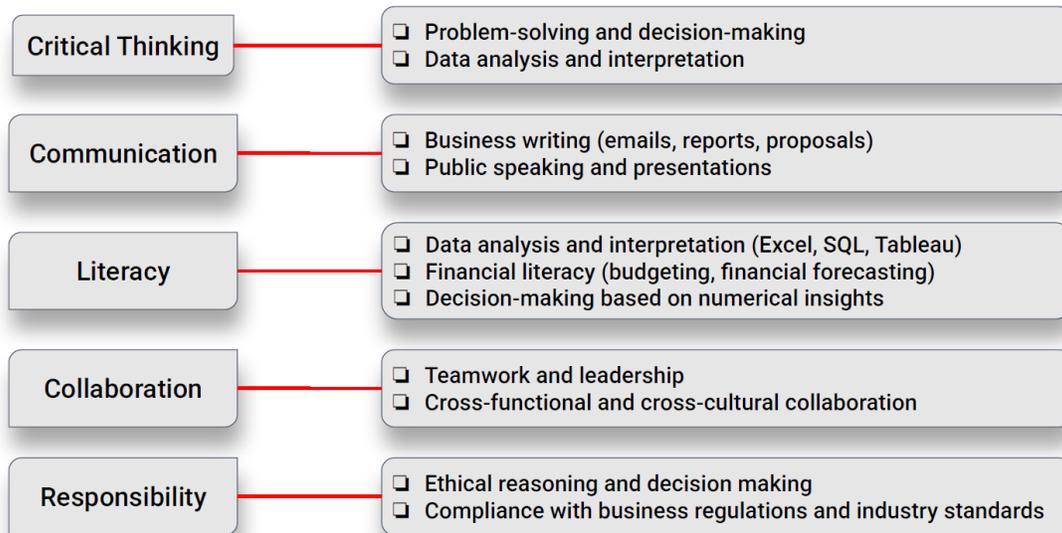
Student Learning Outcomes (SLOs): What students should know, do, or value

- Measurable skills: Demonstrate growth, readiness for education/work.

- Assessment levels: Course, program, institutional
- Purpose: Transfer readiness, career preparation
- Impact: Improves teaching, curriculum, student support

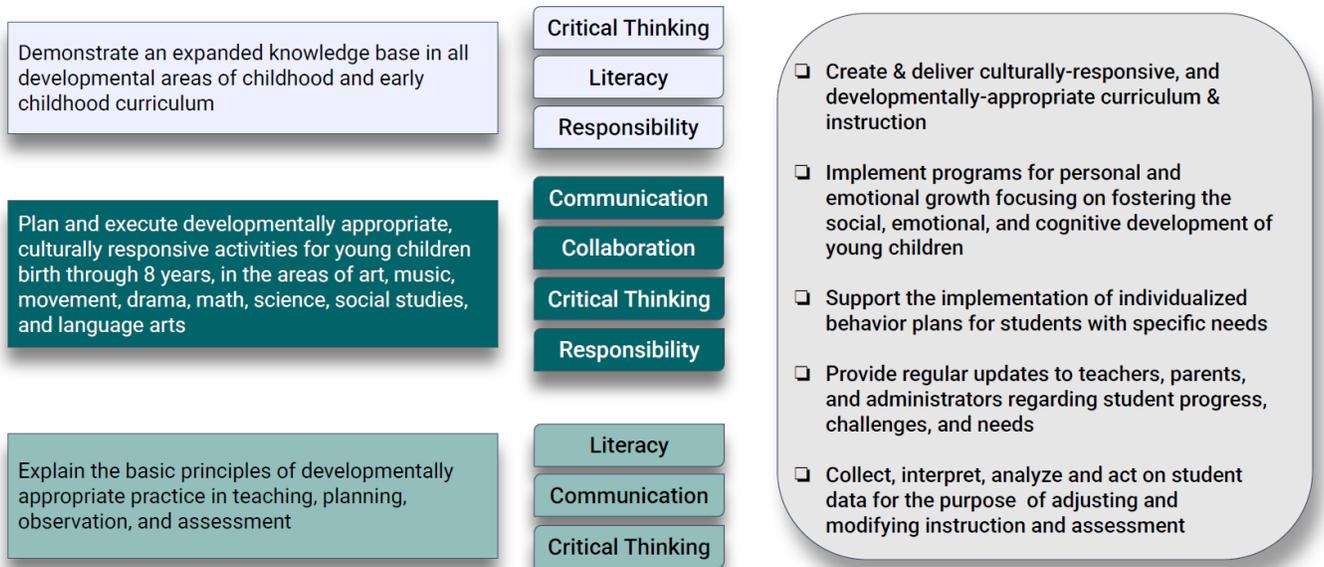
General Education Learning Outcomes

1. Critical Thinking
2. Communication – Written and Oral
3. Literacy – Information and Quantitative
4. Responsibility
5. Collaboration



Program Learning Outcomes (PLOs)

Measurable statements that describe what students should know, be able to do, and value upon completion of a specific CTE program, focusing on the skills and knowledge needed for a particular career path.



NEW BUSINESS

4/25-1a Approval of Consent Agenda

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

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

4/25-1b Approval of Consent Agenda Items 4/25-2 through 4/25-6

Trustee Yanow offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the following items 4/25-2 through 4/25-6 as listed in the Consent Agenda.”

4/25-2 Ratification of Payment of Bills for March 2025

“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 \$7,193,604.98 for all check amounts as listed and for all purposes as appearing on a report dated March 2025.”

4/25-3 Acceptance of Treasurer’s Report for March 2025

“Be it resolved that the Board of Trustees of Community College District 535 receives for filing as a part of the College’s official records, the report of the Treasurer for the month of March 2025.”

4/25-4 Acceptance of Quarterly Report on Investments

“Be it resolved that the Board of Trustees of Community College District 535 accepts the Quarterly Report on Investments for filing.”

4/25-5 Supplemental Authorization to Pay Professional Personnel – Spring 2025

“Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$391,788.24 to the total amount of part-time teaching salaries paid during the spring 2025 semester; the revised, total payment amount is \$4,410,430.67.”

“Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$121,137.80 to the total amount of faculty overload salaries paid during the spring 2025 semester; the revised, total payment amount is \$782,177.53.”

4/25-6 Approval of Clinical Practice Agreements

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

- Cardiac Sonography (1)
- Health Information Technology (2)
- Physical Therapy Assistant (1)
- Radiology (1)
- Surgical Technology (1).”

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

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Eimer	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee AbiNader favored the resolution.

4/25-7 Authorization to Approve April Purchases

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

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
4/25-7a	1	Installation Services for Batting Cage and Turf	Midwest Field Solutions, LLC Elk Grove Village, IL	\$60,500.00
4/25-7b	1	Omatic Cloud Migration for File Import Software - Three-Year Contract Renewal	Omatic Software, LLC Mount Pleasant, SC	\$27,749.88
4/25-7c	2	Blackbaud Education Foundation Software – Four-Year Contract Renewal	Blackbaud, Inc Charleston, SC	\$116,405.00
4/25-7d	1	Desktop Computers for the Testing Center	CDW-G, LLC Vernon Hills, IL	\$44,102.43
4/25-7e	1	Border Routers and Hardware Support and Maintenance	JensenIT, Inc Des Plaines, IL	\$38,149.52
4/25-7f	1	Multifactor Authentication (MFA) Services – One-Year Contract Renewal	Duo Security Ann Arbor, MI	\$54,000.00
4/25-7g	1	Consulting Services for TargetX Customer Relationship Management (CRM)	Violet Consulting, LLC Goose Creek, SC	\$82,000.00
4/25-7h	1	Travel & Expense Management Software – Chrome River – Three-Year Contract	Ellucian, Inc Reston, VA	\$106,754.00
GRAND TOTAL:				\$529,660.83."

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

- Trustee Bashiri-Remetio Aye
- Trustee Burns Aye
- Trustee Eimer Aye
- Trustee Stafford Aye
- Trustee Toussaint Aye
- Trustee Yanow Aye

The motion carried. Student Trustee AbiNader favored the resolution.

4/25-8 Preview and Initial Discussion of Upcoming Purchases

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

- a. Transportation Services for Athletic Teams – One-Year Renewal
- b. Library Services (CARLI and NILRC)
- c. Construction for Pedestrian Lighting and Incident Recording
- d. Replacement Laptop Computers for Full-Time Staff and Faculty Members
- e. Cisco Systems Hardware and Software Support Contracts
- f. Extreme Networks WIFI SaaS Licenses
- g. Annual VMware Support and License Renewal
- h. Palo Alto Networks Firewall Updates/Support/Subscription
- i. Ivanti Cherwell Software as a Service (SaaS) Renewal
- j. Bitsight Technologies Third-Party Risk Management Services – Three-Year Contract
- k. ZogoTech Data Warehouse Pathways and Learning Management System (LMS) Module
- l. Consulting Services for Academic Affairs Leadership

4/25-9 Authorization to Hire Chief Information Technology Officer

Trustee Stafford offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Mr. John Wade as Chief Information Technology Officer effective May 5, 2025 at an annual salary of \$185,000. That salary will be prorated for the period of May 5, 2025 through June 30, 2025.”

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

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Eimer	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee AbiNader favored the resolution.

4/25-10 Authorization to Hire Full-Time, Tenure-Track Faculty Members

Trustee Bashiri-Remetio offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the attached resolutions for Mr. Sean Benjamin and Ms. Diana Matthews to be hired as full-time, tenure-track faculty for the 2024-2025 academic year, beginning in May 2025, and Ms. Angelica Davila for full-time, tenure-track faculty position for the 2025-2026 academic year, beginning August 2025. They will receive the salary associated with the lane and step described as follows:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Mr. Sean Benjamin	Professor, Radiography	D-7	\$83,047
Ms. Diana Matthews	Assistant Professor, Radiography	D-7	\$83,047
Ms. Angelica Davila	Instructor, English	D-1	\$68,868.”

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

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Eimer	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee AbiNader favored the resolution.

4/25-11 Notification of Award of Grants

Funding has been made available to Oakton College:

- a. ICCB Rev Up Round 3 Grant.....\$391,418.00
(Manager: George Vail / Administrator: Dr. Ruben Howard II)
- b. IBHE Nurse Educator Fellowship..... \$10,000.00
(Manager: Margaret Gas / Administrator: May Alimboyoguen)
- TOTAL: \$401,418.00**

Adjournment

Chair Burns 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, May 20, 2025 at the Des Plaines Campus.

Trustee Bashiri-Remetio made a motion to adjourn, which was seconded by Trustee Toussaint. A voice vote was called and the meeting was adjourned at 7:53 p.m.

Martha Burns, Chair

William Stafford, Secretary

Minutes recorded by:
Beatriz Sparks
4/2025



Minutes of the April 22, 2025 Organizational Meeting of the Board of Trustees of Community College District 535

An organizational meeting of the Board of Trustees of Community College District 535 was held on Tuesday, April 22, 2025 in Room 1506 at the Des Plaines campus of Oakton College, 1600 East Golf Road, Des Plaines, Illinois.

Call to Order and Roll Call

Chair Toussaint called the meeting to order at 4:42 p.m. Trustee Bashiri-Remetio called the roll:

Trustee Marie Lynn Toussaint	Chair	Present
Trustee Martha Burns	Vice Chair	Present
Trustee Bashiri-Remetio	Secretary	Present
Trustee Gail Bush		Present
Trustee Benjamin Salzberg		Absent
Trustee William Stafford		Present
Trustee Wendy Yanow		Present
Trustee Franklin Ocaña II	Student Trustee	Absent

Also present in room 1506 at the Des Plaines campus, 1600 E. Golf Road: Dr. Joianne Smith, President; Chris AbiNader, Student; Steve Butera, Director of Communications and External Relations; Sean Comerford, Digital Media Specialist; Dr. Micah Eimer, Trustee Elect; Johanna Fine, Chief Human Resources Officer; Jake Jeremiah, Dean of Library; Dr. Ashley Knight, Interim Vice President for Student Affairs; Dr. Andrea Lehmacher, Director of Marketing; Ewa Lyczewska, Communications Manager; Michele Roberts, Vice President for Administrative Affairs; Katherine Sawyer, Chief Advancement Officer; Vinita Shah, Media Services Specialist; and Beatriz Sparks, Assistant to the Board of Trustees.

Pledge of Allegiance – Trustee Toussaint led the pledge.

Land Acknowledgment – Trustee Stafford read the Land Acknowledgment.

4/25-1 Resolution Declaring the Results of April 1, 2025 Consolidated General Election, Community College District 535, Office of Trustee

Trustee Toussaint offered:

“WHEREAS, on the 1st day of April 2025, there was held in and for Community College District 535, an election for the purpose of electing three trustees to serve on the Board for one six-year term each;

WHEREAS, it is the responsibility of the county clerk to canvass the election results 21 days following the election;

WHEREAS, the election authority has delivered the official Abstracts of Votes to the local election official for Oakton Community College District 535;

WHEREAS, the Board must meet to declare the results of the election and hold their organizational meeting within the time period of between 21 and 28 days following the election and that the term of the new trustees must commence at the organizational meeting held within 28 days following the election;

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

1. The election held on the 1st day of April 2025 was held in all respects as provided by law; and the returns of the election have been duly canvassed by the Cook County Clerk’s office and filed with the Secretary of the Board.

- The Board finds that the following total votes were cast in Oakton Community College District 535 in favor of the following candidates:”

ABSTRACT OF VOTES

“Votes were cast in the non-partisan election held on April 1, 2025, in Cook County, Illinois, to elect three individuals to serve one six-year term each on the Board of Trustees of Community College District 535, and we do hereby proclaim the results of the election as follows:

- Three candidates named to serve two six-year terms received the number of votes ascribed opposite his name:

<u>NAME of CANDIDATE</u>	<u>NUMBER of VOTES</u>
Wendy B. Yanow	31,172
Micah J. Eimer	24,654
Rene Mandin	18,273
Michele Hays	17,079
Marie Lynn Toussaint	27,436
Cheryl Brown	21,661

- We do hereby further certify and proclaim that as a result of the election, Wendy B. Yanow, Micah J. Eimer, and Marie Lynn Toussaint were elected to serve a six-year term each on the Board of Trustees of Community College District 535, County of Cook and State of Illinois.”

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

Trustee Bashiri-Remetio	Aye
Trustee Martha Burns	Aye
Trustee Gail Bush	Aye
Trustee William Stafford	Aye
Trustee Marie Lynn Toussaint	Aye
Trustee Wendy Yanow	Aye

Student Trustee Ocaña favored the resolution.

Trustee Burns administered the Oath of Office to Dr. Eimer, Ms. Toussaint, and Dr. Yanow.

Trustee Toussaint made a motion to adjourn *sine die*, seconded by Trustee Yanow. A voice vote was called and the motion passed unanimously. Trustee Eimer, Trustee Toussaint and Trustee Yanow took their seats at the dais.

Roll Call

Chair Toussaint asked Trustee Bashiri-Remetio to call the roll:

Trustee Toussaint	Chair	Present
Trustee Burns	Vice Chair	Present
Trustee Bashiri-Remetio	Secretary	Present
Trustee Eimer		Present
Trustee Salzberg		Absent
Trustee Stafford		Present
Trustee Yanow		Present
Trustee Ocaña	Student Trustee	Present

4/25-2 Recommendation for Seating of Student Member of the Board of Trustees

Trustee Toussaint offered:

SECTION 1: An election for the Student Member of the Board of Trustees was held March 24-31, 2025. The election was conducted in all respects as provided by law and according to Policy 1005. The election was conducted online, using the Simply Voting software purchased by the Student Government Association. Currently enrolled students were provided a ballot via email and Simply Voting provided a secure method to permit students to vote from their computer or mobile device; 138 students cast ballots in the election.

The returns of the election have been duly canvassed by the Judges of Election. The student meets all qualifications for Trustees as specified in Policy 1004.

SECTION 2: The Board of Trustees declares that Chris AbiNader received 95 votes (77.9%) for the office of Student Member of the Board of Trustees. His opponent Akash Patel receiving 27 (22.1%) with 16 (11.6%) abstaining votes cast, thereby declaring Chris AbiNader the successful candidate to serve as the Student Trustee with a term commencing on April 22, 2025 and concluding at the Board of Trustees meeting in April 2026.

SECTION 3: This resolution shall be effective from and after its passage as provided by law.”

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

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Eimer	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion passed.

Trustee Stafford made a motion to adjourn *sine die*, seconded by Trustee Yanow. A voice vote was called, and the motion passed unanimously. Student Trustee Chris AbiNader took a seat at the dais.

Roll Call

Chair Toussaint asked Trustee Bashiri-Remetio to call the roll:

Trustee Toussaint	Chair	Present
Trustee Burns	Vice Chair	Present
Trustee Bashiri-Remetio	Secretary	Present
Trustee Eimer		Present
Trustee Salzberg		Absent
Trustee Stafford		Present
Trustee Yanow		Present
Trustee AbiNader	Student Trustee	Present

4/25-3 Resolution Organizing the Board of Trustees for the Term Commencing April 22, 2025

Trustee Toussaint offered:

“WHEREAS, pursuant to College policy and in accordance with the Illinois Public Community College Act, as amended (110 ILCS 805/3-8), the Board of Trustees of Community College District 535 elects its officers comprise of a Chair, Vice Chair and Secretary, from its membership, and appoints a Treasurer, not a member of the Board, at its annual organizational meeting held in April.”

Nomination of Officers:

Chair Toussaint asked for nominations.

Trustee Toussaint nominated Trustee Burns for Chair; Trustee Yanow seconded the nomination. The Chair asked for a roll call to vote in favor of accepting the nomination of Trustee Burns as the Chair of the Board. Trustee Bashiri-Remetio made the roll call, which passed unanimously.

Trustee Stafford nominated Trustee Bashiri-Remetio for Vice Chair; Trustee Toussaint seconded the nomination. The Chair asked for a roll call to vote in favor of accepting the nomination of Trustee Bashiri-Remetio as the Vice Chair of the Board. Trustee Bashiri-Remetio made the roll call, which passed unanimously.

Trustee Bashiri-Remetio nominated Trustee Stafford for Secretary; Trustee Burns seconded the nomination. The Chair asked for a roll call to vote in favor of accepting the nomination of Trustee

Stafford as Secretary of the Board. Trustee Bashiri-Remetio called the roll, which passed unanimously.

Trustee Toussaint continued:

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

1. The Board is hereby organized for the term commencing April 22, 2025.
2. The time and place for regular meetings of the Board for the calendar year 2026 shall be fixed as follows:

January 20, February 17, March 17, April 21, May 26, June 30, August 18, September 15, October 20, November 17, December 15.

Beginning at 6 p.m., in the Boardroom (1506) at Oakton College, 1600 E. Golf Road, Des Plaines, Illinois (unless otherwise indicated).
3. Proper notice and agenda will be posted as required by law.
4. All Board rules, policies, and procedures in effect during the previous year shall remain in effect.
5. Ms. Michele Roberts 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 Stafford seconded the motion. Trustee Bashiri-Remetio made the roll call:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Eimer	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

Motion carried. Student Trustee AbiNader favored the resolution.

Adjournment

The Board will go into Executive Session, and begin the regular meeting at 6 p.m. Trustee Burns made the motion, seconded by Trustee Yanow. A voice vote was called, and the motion passed unanimously. Meeting adjourned at 5:10 p.m.

Martha Burns, Chair

William Stafford, Secretary

Minutes recorded by:
Beatriz Sparks
4/2025

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 5/25-2 through 5/25-7

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items as listed in the Consent Agenda:

- 5/25-2 Ratification of Payment of Bills for April 2025
- 5/25-3 Acceptance of Treasurer’s Report for April 2025
- 5/25-4 Compliance with Open Meetings Act, Closed Session Minutes
- 5/25-5 Action on Recordings of Closed Session Minutes
- 5/25-6 Supplemental Authorization to Pay Professional Personnel – Spring 2025
- 5/25-7 Approval of Clinical Practice Agreements.”

Ratification of Payment of Bills for April 2025

The check register detailing the regular monthly bills for April 2025 was sent out May 16, 2025. The totals by fund are on page 2. This includes approval of travel reimbursements for April 2025.

Board Chair

Board Secretary

MR:js
5/2025

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 \$7,541,320.76 for all check amounts as listed and for all purposes as appearing on a report dated April 2025.”

OAKTON COLLEGE
COMMUNITY COLLEGE DISTRICT 535

I hereby certify that materials and/or services for the Education Fund; Operation and Maintenance Fund; Operation and Maintenance Fund; Operation and Maintenance Fund (Restricted); Bond and Interest Fund; Auxiliary Enterprises Fund; Restricted Purposes Fund; Working Cash Fund; Trust and Agency Fund; Audit Fund; Liability, Protection and Settlement Fund; Social Security/Medicare Fund; Loan fund; including approval of travel reimbursements to April 2025, represented by checks on pages 1-17 numbered !0005102, !0005104 - !0005127, !0005129 - !0005170, !0005172 - !0005217, !0005219 - !0005220, A0170783 - A0170785, A0170787 - A0170866, A0170868 - A0170923, A0170926 - A0170942, A0170944 - A0171077 and A0171079 - A0171197 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.

Michele C Roberts

Treasurer, Community College District 535

RECAPITULATION Fund	Gross Checks Issued						Total
	Payroll	Accounts Payable	Sub-Total	Voided Checks			
Education	\$ 4,283,405.85	\$ 684,607.19	\$ 4,968,013.04	\$ -	\$ -	\$ -	\$ 4,968,013.04
Operation and Maintenance	\$ 346,011.80	\$ 455,227.08	\$ 801,238.88	\$ -	\$ -	\$ -	\$ 801,238.88
Operation and Maintenance (Restricted)	\$ -	\$ 901,642.73	\$ 901,642.73	\$ -	\$ -	\$ -	\$ 901,642.73
Bond and Interest	\$ -	\$ 2,850.00	\$ 2,850.00	\$ -	\$ -	\$ -	\$ 2,850.00
Auxiliary Enterprises	\$ 277,750.33	\$ 155,505.01	\$ 433,255.34	\$ -	\$ (304.72)	\$ -	\$ 432,950.62
Restricted Purposes	\$ 281,239.51	\$ 107,340.52	\$ 388,580.03	\$ -	\$ -	\$ -	\$ 388,580.03
Working Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trust and Agency	\$ 6,340.42	\$ 28,853.60	\$ 35,194.02	\$ -	\$ -	\$ -	\$ 35,194.02
Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Liability, Protection and Settlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Social Security/Medicare	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 5,194,747.91	\$ 2,336,026.13	\$ 7,530,774.04	\$ (304.72)	\$ -	\$ -	\$ 7,530,469.32
STUDENT GOVERNMENT	\$ -	\$ 10,546.72	\$ 10,546.72	\$ -	\$ -	\$ -	\$ 10,546.72
TOTAL PER REPORT	\$ 5,194,747.91	\$ 2,346,572.85	\$ 7,541,320.76	\$ (304.72)	\$ -	\$ -	\$ 7,541,016.04

Acceptance of Treasurer's Report for April 2025

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.

MR:js
5/2025

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 April 2025."

OAKTON COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

April 2025

Michele C Roberts
Vice President for Administrative Affairs/Treasurer
W. Andy Williams
Controller, Budget and Accounting Services

Treasurer's Comments on April 2025 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$2.2 million in tuition and fees, \$2.1 million in property taxes, \$800,000 for the credit hour grant, \$521,000 in interest earnings, \$391,000 for the ICCB Rev Up EV grant, \$300,000 for the ICCB Trade School grant, \$162,000 in Adult Education grants, \$100,000 for the Mental Health grant, \$87,000 in replacement taxes, \$84,000 in Perkins grants, and \$20,000 in MAP grants.

Net cash and investments decreased \$1.0 million from the previous month, as expected.

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

Revenues

At the end of April, revenues were \$97.2 million or 105% of the prorated budget, compared to \$85.5 million, or 108% for the previous year. Effective July 1st, property taxes are being recorded on a cash basis instead of an accrual basis for monthly reporting. Property taxes will be adjusted to accrual basis for fiscal year-end reporting. Tuition and fees totaled \$21.5 million year to date, or 102% of the prorated budget. Last year, tuition and fees totaled \$21.8 million or 103% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures were \$69.2 million. The operating expenditures are \$7.0 million (11.3%) above prior year's actual expenditures of \$62.2 million for the same period. Net transfers total \$5.5 million as budgeted.

OAKTON COLLEGE
 FINANCIAL POSITION OF FUNDS AS OF
 April 30, 2025
 (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	\$ 2,765	\$ 207	\$ 257	\$ 289	\$ -	\$ 1,762	\$ -	\$ 369	\$ 125	\$ 5,774
Taxes Receivable	27,610	3,878	-	1,918	-	-	-	50	-	33,456
Student Tuition Receivable	6,809	1	5	-	-	1,131	-	-	-	7,946
Government Funds Receivable	(5)	-	-	-	-	940	-	7	-	942
Lease Receivable	12,938	-	-	-	-	-	-	-	-	12,938
Accrued Interest	771	118	313	-	-	24	-	6	292	1,524
Other Receivables	817	1	-	-	-	303	-	-	-	1,121
Investments										
Short-term	85,978	13,530	45,933	4,855	(2,094)	3,579	-	1,102	36,372	189,255
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	572	3	-	-	(419)	77	-	-	-	233
Total Current Assets	146,661	20,887	50,561	7,062	(2,513)	22,692	-	1,662	44,356	291,368
Net Investment in Plant	-	-	-	-	-	-	101,226	-	-	101,226
Intangible Assets	-	-	-	-	-	-	558	-	-	558
Total Assets	\$ 146,661	\$ 20,887	\$ 50,561	\$ 7,062	\$ (2,513)	\$ 22,692	\$ 101,784	\$ 1,662	\$ 44,356	\$ 393,152
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	940	940
Total Assets and Deferred Outflows of Resources	\$ 146,661	\$ 20,887	\$ 50,561	\$ 7,062	\$ (2,513)	\$ 22,692	\$ 101,784	\$ 1,662	\$ 45,296	\$ 394,092
LIABILITIES AND NET POSITION										
Payables	\$ 2,148	\$ -	\$ -	\$ -	\$ -	\$ (13)	\$ -	\$ -	\$ -	\$ 2,135
Accrued Interest Payable	-	-	-	-	186	-	-	-	-	186
Deferred Tuition Revenue	6,134	-	66	-	-	116	-	-	-	6,316
Accruals	3,779	252	-	-	-	260	-	-	-	4,291
Bonds Payable	-	-	-	-	56,229	-	-	-	-	56,229
Lease Liability	-	-	-	-	154	-	-	-	-	154
Subscriptions Liability	-	-	-	-	2,257	-	-	-	-	2,257
OPEB Liability	-	-	-	-	-	-	-	-	15,817	15,817
Total Liabilities	12,061	252	66	-	58,826	363	-	-	15,817	87,385
Deferred Inflows of Resources - Property Taxes	28,762	4,002	-	1,945	-	-	-	48	-	34,757
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	21,460	21,460
Deferred Inflows - Leases	12,938	-	-	-	-	-	-	-	-	12,938
Total Liabilities and Deferred Inflows of Resources	53,761	4,254	66	1,945	58,826	363	-	48	37,277	156,540
Net Position										
Unrestricted	92,901	16,633	50,495	-	-	3,829	-	-	8,018	171,876
Restricted	-	-	-	-	-	18,500	-	-	-	20,115
Debt Service	-	-	-	5,117	(61,339)	-	-	-	-	(56,222)
Plant	-	-	-	-	-	-	101,784	-	-	101,784
Total Net Position	92,901	16,633	50,495	5,117	(61,339)	22,329	101,784	1,615	8,018	237,553
TOTAL LIABILITIES & NET POSITION	\$ 146,662	\$ 20,887	\$ 50,561	\$ 7,062	\$ (2,513)	\$ 22,692	\$ 101,784	\$ 1,663	\$ 45,295	\$ 394,093

**SUMMARY OF REVENUES AND EXPENDITURES
TEN MONTHS ENDED APRIL 30, 2025**

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
REVENUES (cash and accrual basis)					
Property Taxes	\$ 62,753	\$ 62,486	\$ 63,775	102%	100%
Replacement Tax	2,000	1,667	1,174	70%	113%
State Revenue	5,270	4,392	5,412	123%	147%
Tuition and Fees	20,621	21,002	21,492	102%	103%
Other	3,160	2,633	5,304	201%	231%
TOTAL REVENUES	\$ 93,804	\$ 92,180	\$ 97,157	105%	108%
EXPENDITURES (accrual basis)					
Instructional	\$ 32,314	\$ 26,928	\$ 27,993	104%	101%
Academic Support	21,912	18,260	17,275	95%	89%
Student Services	9,300	7,750	6,714	87%	88%
Public Services	1,455	1,213	1,062	88%	88%
Operations and Maintenance	9,130	7,608	6,787	89%	90%
General Administration	9,142	7,618	6,819	90%	89%
General Institutional	664	553	2,518	455%	116%
Contingency	2,146	1,788	-	0%	0%
TOTAL EXPENDITURES	\$ 86,063	\$ 71,719	\$ 69,168	96%	91%
Revenues over (under) expenditures	7,741	20,460	27,989		
Net Fund transfers					
To O & M Fund (Restricted)	(2,500)	(2,083)	(2,083)		
To Auxiliary Fund and Alliance	(2,500)	(2,083)	(2,083)		
To Restricted Purpose Fund	(100)	(83)	(83)		
To Liability, Protection & Settlement Fund	(880)	(733)	(733)		
To Social Security/Medicare Fund	(904)	(753)	(753)		
From Working Cash Fund: Interest	290	242	242		
Total Transfers	\$ (6,594)	\$ (5,495)	\$ (5,495)		
Net Revenue over (under) expenditures	\$ 1,147	\$ 14,965	\$ 22,494		

**OAKTON COLLEGE
REVENUES AND EXPENDITURES
TEN MONTHS ENDED APRIL 30, 2025**

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget
REVENUES			
Construction Fee	295	297	101%
Interest and Investments Gain/Loss	25	1,745	6980%
Total revenues	<u>320</u>	<u>2,042</u>	<u>638%</u>
EXPENDITURES			
Project Management Service	200	266	133%
Learning Commons RHC	750	589	79%
Boiler Replacement	150	-	0%
Des Plaines Workplace - Critical Adjacencies	2,305	2,193	95%
Learning Commons DP - Enabling Project	-	528	0%
TenHoeve Wing Remodeling	-	-	0%
Oakton College Health Education Center	782	149	19%
Exterior Lighting Project	900	167	19%
Learning Commons - Des Plaines	2,684	-	0%
Baseball Parking Lot	250	121	48%
Rm 2446 Remodel CURIC FY25	16	30	188%
Skokie Emergency Power Generator	-	15	0%
CDL Program Parking Lot Upgrades	-	4	0%
Capital Equipment	633	98	15%
Hardware Replacement/Master Keying	500	90	18%
Landscape Improvement	715	490	69%
Pedestrian Path	250	-	0%
Camera Replacement	150	14	9%
Washroom Upgrades Phase I	874	82	9%
Baseball Complex Renovation	1,145	987	86%
Courtyards	16	-	0%
Site and Construction	-	67	0%
Contingency	-	-	0%
Total expenditures	<u>12,320</u>	<u>5,890</u>	<u>48%</u>
Transfer in	2,500	2,083	83%
Net	<u>\$ (9,500)</u>	<u>\$ (1,765)</u>	<u>19%</u>

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,332	\$ 1,730	130%	121%
Workforce Development	210	40	19%	6%
Copy Center	110	91	83%	107%
Athletics	42	44	105%	76%
Child Care	397	391	98%	89%
PAC Operations	-	5	0%	300%
Other	69	63	91%	98%
Interest and Investments Gain/Loss	188	79	42%	33%
Total revenues	<u>2,348</u>	<u>2,443</u>	<u>104%</u>	<u>96%</u>
EXPENDITURES				
Bookstore Operating Expenses	\$ 1,772	\$ 986	56%	122%
Workforce Development	200	105	53%	3%
Copy Center	431	357	83%	131%
Athletics	1,302	1,173	90%	108%
Child Care	570	458	80%	113%
PAC Operations	105	101	96%	500%
Auxiliary Services Administration	341	299	88%	103%
Other	479	143	30%	38%
Total expenditures	<u>5,200</u>	<u>3,622</u>	<u>70%</u>	<u>102%</u>
Transfers in (out)	2,272	1,893		
Net	<u>\$ (580)</u>	<u>\$ 714</u>		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
TEN MONTHS ENDED APRIL 30, 2025**

	Operating Budget (000)	Prorata Budget (000)	Actual (000)	Actual As a% Budget	Last Year
<u>REVENUES</u>					
State Revenue	\$ 584	\$ 438	\$ 507	87%	93%
Tuition and Fees	2,934	2,201	1,181	40%	83%
Sale of Materials	1	1	-	0%	0%
Institutional Support					
Evening High School	133	100	99	74%	68%
Other Revenues	45	34	32	71%	42%
Total revenues	<u>3,697</u>	<u>2,773</u>	<u>1,819</u>	<u>49%</u>	<u>84%</u>
<u>EXPENDITURES</u>					
Administrative Support	\$ 1,428	1,071	\$ -	0%	68%
Instructional Programs					
Allied Health	192	144	53	28%	30%
Job-related	1,692	1,269	409	24%	133%
Personal	28	21	22	79%	131%
Emeritus Programs	63	47	15	24%	59%
High School Programs	133	100	64	48%	49%
ESL Programs	63	47	54	86%	72%
Total Programs	<u>2,171</u>	<u>1,628</u>	<u>617</u>	<u>28%</u>	<u>92%</u>
Total expenditures	<u>3,599</u>	<u>2,699</u>	<u>617</u>	<u>17%</u>	<u>77%</u>
Revenue over (under) expenditures	<u>\$ 98</u>	<u>\$ 74</u>	<u>\$ 1,202</u>		
Transfer in	53	40	40		
Net	151	113	1,242		

OAKTON COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
TEN MONTHS ENDED APRIL 30, 2025

	Program Generated Revenue	Revenue Allocated to Programs	Total Revenue and Allocation	Expenditures	Program Net Fav (Unfav)
Activity fees	\$ 439,845				
Interest income	-				
Sub total revenues	<u>439,845</u>				
369901 Student Government Association	20,750	50,000	70,750	(70,121)	629
369910 Occurrence	-	10,000	10,000	(100)	9,900
369919 Campus Activities Board	20	70,000	70,020	(52,994)	17,026
369920 Star Wars Club	-	650	650	(160)	490
369922 IEEE	-	2,703	2,703	-	2,703
369923 Stud for Global Health Sustain	-	3,182	3,182	(391)	2,791
369924 Anime Club	-	600	600	-	600
369925 Biology Club	-	500	500	-	500
369926 Diversability Club	-	600	600	(491)	109
369929 Asian American Unity Club	-	500	500	-	500
369931 Stitck Happens	337	763	1,100	(90)	1,009
369932 Ceramics Club	-	1,131	1,131	(125)	1,006
369934 International Students Club	-	500	500	-	500
369935 Honors Student Organization	-	1,400	1,400	-	1,400
369937 Oakton Future Educators	-	602	602	(520)	82
369939 Psychology Club	-	500	500	-	500
369940 Card and Board Game Club	-	2,191	2,191	-	2,191
369941 Oakton Math Team	-	500	500	-	500
369943 Japanese Culture Club	-	872	872	(100)	772
369944 South Asian Club	-	890	890	-	890
369945 Physical Therapy Assist.	1,450	2,857	4,307	(1,917)	2,390
369946 Phi Theta Kappa (PTK)	3,625	17,000	20,625	(11,528)	9,097
369947 Oakton Pride Club	-	1,498	1,498	-	1,498
369949 Mission Bible Club	-	629	629	(221)	408
369951 Society of Women Engineers	350	1,648	1,998	(1,925)	73
369955 Environmental Club	199	2,115	2,314	(1,045)	1,268
369959 Black Student Union	259	3,015	3,274	(682)	2,593
369960 Muslim Student Association	285	500	785	(122)	663
369961 DECA	537	500	1,037	(16)	1,021
369962 Artist Liberator's Club	-	500	500	-	500
369963 Fine Arts Club	-	1,430	1,430	(523)	907
369964 Oakton Helping Others	-	2,899	2,899	-	2,899
369967 Creative Writing Club	-	900	900	-	900
369968 Diverse D.U.R.A. Outreach	-	1,115	1,115	-	1,115
369969 Great Books Club	-	884	884	-	884
369970 Oakton Octaves Club	-	960	960	(19)	941
369971 Habitat for Humanity	-	2,288	2,288	(87)	2,201
369972 PAYO	83	2,502	2,585	(235)	2,349
369973 Oakton Student Dance Club	-	777	777	-	777
369977 Philosophy Club	-	500	500	-	500
Sub Totals	<u>27,894</u>	<u>70,000</u>	<u>70,020</u>	<u>(143,413)</u>	<u>58,830</u>

Fund Summary

Total Revenues	\$ 467,739
Total Expenditures	(143,413)
Total Transfers to other funds	(10,000)
Excess revenues over expenditures	<u>314,326</u>
Net Position 6/30/24	<u>1,600,187</u>
Net Position, end of period	<u>\$ 1,914,512</u>

OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
Apr-25

GENERAL FUND TRANSFERS/PAYMENTS									
DATE	AMOUNT	DISBURSEMENTS	ILLINOIS SALES TAX	EMPLOYEE HEALTH INSURANCE CCHC	CHASE CREDIT CARD	BOND HOLDER & MISC	REFUNDS/STUDENT-DISBURSEMENTS		
	\$ -								
4/15/2025	\$ 884,723.58		\$	884,723.58					
	\$ -								
4/8/2025	\$ 1,231.00	\$	1,231.00						
	\$ -								
TOTAL	\$ 885,954.58	\$ -	\$ 1,231.00	\$ 884,723.58	\$ -	\$ -			

PAYROLL TAXES - TRANSFERS/PAYMENTS									
DATE	AMOUNT	FEDERAL PAYROLL TAXES	STATE PAYROLL TAXES	SURS	CREDIT UNION AND TAX SHELTERS				
4/11/2025	\$ 723,979.42	\$ 290,535.45	\$ 105,948.83	\$ 253,101.45	\$ 74,393.69				
	\$ -								
4/25/2025	\$ 747,834.36	\$ 295,630.79	\$ 107,203.54	\$ 252,685.10	\$ 92,314.93				
	\$ -								
	\$ -	\$ -	\$ -	\$ -	\$ -				
TOTAL	\$ 1,471,813.78	\$ 586,166.24	\$ 213,152.37	\$ 505,786.55	\$ 166,708.62				

Compliance with Open Meetings Act, Closed Session Minutes

The Illinois Open Meetings Act requires that public bodies shall periodically, but no less than semiannually, review minutes of all closed meetings to determine if the contents of such minutes continue to require confidentiality, or if they may be made available for public inspection.

The President and the Secretary of the Board have reviewed, and hereby recommend that the minutes of the Board of Trustees closed session meetings held on November 2, 2024; March 18, 2025; and March 25, 2025 should be made available for public inspection and no longer require confidential treatment.

JLS:bs
5/2025

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 determines that the minutes of the Board closed session meetings on November 2, 2024; March 18, 2025; and March 25, 2025 no longer require confidential treatment and are released for public inspection."

Action on Recordings of Closed Session Minutes

The Illinois Open Meetings Act authorizes the destruction of verbatim records of closed meetings no less than 18 months after the completion of the meeting recorded. Written minutes of these meetings are retained in compliance with the Open Meetings Act.

In accordance with these provisions, the audio recordings of closed meetings held on February 21, 2023; March 21, 2023; April 25, 2023; May 23, 2023; June 27, 2023; and August 15, 2023 meet the following criteria:

1. At least 18 months have passed since the date of the meetings involved;
2. The Board of Trustees has approved written minutes of the closed meetings; and
3. There is no lawsuit pending regarding the legality of the closed sessions involved.

JLS:bs
5/2025

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 recommends the destruction of the verbatim audio recordings of meetings held on February 21, 2023; March 21, 2023; April 25, 2023; May 23, 2023; June 27, 2023; and August 15, 2023.”

Supplemental Authorization to Pay Professional Personnel – Spring 2025

Comparative figures:

Spring 2025 Adjunct Faculty
\$3,962,709.73

Spring 2024 Adjunct Faculty
\$3,905,142.22

**Spring 2025 Alliance
Part-Time Instructors**
\$527,839.50

**Spring 2024 Alliance
Part-Time Instructors**
\$457,929.45

Spring 2025 Overload
\$811,540.78

Spring 2024 Overload
\$729,058.00

IL:jg
5/2025

President's Recommendation:

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

“Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$80,118.56 to the total amount of part-time teaching salaries paid during the spring 2025 semester; the revised, total payment amount is \$4,490,549.23.”

“Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$29,363.25 to the total amount of faculty overload salaries paid during the spring 2025 semester; the revised, total payment amount is \$811,540.78.”

Approval of Clinical Practice Agreements

The College would like to execute the following clinical practice agreements:

Human Services Program

New: This is a new agreement for the Human Services Program. It has been approved by the College faculty and administration. This is a five-year agreement which commences on May 20, 2025 and terminates on May 20, 2030.

Nursing Program

Amendment: This is an amendment for the Nursing Program. It has been reviewed and approved by the College faculty and administration. This is an auto renewal which commences on May 20, 2025.

Physical Therapist Assistant Program

Amendment: This is an amendment for the Physical Therapist Assistant Program. It has been reviewed and approved by the College faculty and administration. This is an auto renewal which commences on May 20, 2025.

IL:ds
5/2025

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:

Human Services (1)
Nursing (1)
Physical Therapy Assistant (1).”

Authorization to Schedule a Budget Hearing and Publish a Notice Placing Fiscal Year 2026 Budget on Public Display

A copy of the notice placing the Fiscal Year 2026 budget document on display beginning on May 21, 2025 is presented for approval prior to publication.

The notice indicates that the public hearing on the tentative annual Fiscal Year 2026 budget will be held on June 24, 2025. Following the hearing, the Board of Trustees may amend the budget, after which it may choose to accept the budget for Fiscal Year 2026.

AW:jg
5/2025

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535, authorize the budget hearing and approval to publish the notice placing the Fiscal Year 2026 budget on public display.”

NOTICE

PUBLIC NOTICE IS HEREBY GIVEN by the Board of Trustees of Community College District No. 535, County of Cook and State of Illinois, that commencing at 10:00 a.m. on May 21, 2025, a tentative budget for said Community College District for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026 will be on file and conveniently available for public inspection at the offices of Administrative Affairs of said District, 1600 E. Golf Road, Room 1220, Des Plaines, Illinois, during usual and customary business hours.

PUBLIC NOTICE IS FURTHER GIVEN that a public hearing will be held on said budget at 6:00 p.m. on the 24th day of June 2025, at 1600 E. Golf Road, Room 1506, Des Plaines, Illinois.

DATED at Des Plaines, Illinois this 20th day of May 2025.

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

By: _____
Secretary

Authorization to Approve May 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 December 2024 Board of Trustees Meeting. Item “b” was previewed at the February 2025 Board of Trustees Meeting. Items “c-e” were previewed at the March 2025 Board of Trustees Meeting. Items “f-p” were previewed at the April 2025 Board of Trustees Meeting.

MR:tt
5/2025

President’s Recommendation:

That the Board adopts the following resolution:

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

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
5/25-9a	1	Design and Installation Services for Founders Wall	Xibitz, Inc. Grand Rapids, MI	\$148,500.00
5/25-9b	1	Construction Services for Baseball Field Parking Lot	Abbey Construction Co., Inc. Aurora, IL	\$2,320,376.08
5/25-9c	1	Furniture for the Library and Learning Commons – Des Plaines Campus	Forward Space, LLC Wood Dale, IL	\$1,142,607.52
5/25-9d	1	Design and Engineering Services for Elevator Modernization – Des Plaines Campus	Perkins + Will Chicago, IL	\$41,950.00
5/25-9e	1	Chromebooks and iPads – Adult Education Grant	JensenIT, Inc. Des Plaines, IL	\$49,687.60
			Abt Electronics, Inc. Glenview, IL	\$12,136.00
5/25-9f	1	Transportation Services for Athletic Teams – One-Year Renewal	Bestway Charter Transportation, Inc. Bensenville, IL	\$76,000.00
5/25-9g	1	Library Services (CARLI and NILRC) – One-Year Renewal	CARLI Champaign, IL	\$100,000.00
			NILRC Buffalo Grove, IL	\$100,000.00
5/25-9h	1	Extreme Networks WIFI SaaS Licenses – One-Year Renewal	Sentinel Technologies, Inc. Downers Grove, IL	\$31,194.48
5/25-9i	1	Cisco Systems SmartNet Support Contract – One-Year Renewal	CompuCom Systems, Inc. Fort Mill, SC	\$31,100.00
5/25-9j	1	VMWare Support and License – One Year Renewal	JensenIT, Inc. Des Plaines, IL	\$119,812.08
5/25-9k	1	PaloAlto Networks Firewall Updates, Support and Subscription – Three-Year Renewal	JensenIT, Inc. Des Plaines, IL	\$215,575.44

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
5/25-9l	1	BitSight Technologies Third-Party Risk Management Services – Three-Year Renewal	BitSight Technologies, Inc. Boston, Ma	\$54,000.00
5/25-9m	1	Ivanti Cherwell Software (SaaS)	Ivanti, Inc. South Jordan, UT	\$83,365.44
5/25-9n	1	ZogoTech Data Warehouse Pathways and Learning Management System (MLS) Module – Five-Year Contract	ZogoTech Technologies, LLC Dallas, TX	\$32,477.09
5/25-9o	1	Consulting Services for Academic Affairs Leadership	26 Pines Group, LLC Highland Park, IL	\$170,000.00
5/25-9p	1	Construction Services for Pedestrian Lighting and Incident Recording	Powerlink Electric, LLC Vernon Hills, IL	\$3,567,767.50

GRAND TOTAL: \$8,296,549.23.”

IN DISTRICT	\$397,211.12
CONSORTIUM	\$1,342,607.52
BID	\$6,112,643.58
BID EXEMPT	\$402,137.01
QBS	\$41,950.00
CERT. MBE	\$0.00
CERT. WBE	\$1,142,607.52
NON-CERT. MBE	\$0.00
NON-CERT. WBE	\$170,000.00

Authorization to Purchase Design and Installation Services for Founders Wall

A Founders Wall is being installed on the Des Plaines campus to recognize our Founding Trustees, President, Faculty Members, and Administrators while also illustrating Oakton's history and evolution to the present day. The wall will serve as a storytelling tool, highlighting key milestones and achievements while reflecting our institution's mission, values, and branding. The space selected is in the main corridor of the campus, adjacent to the Learning Commons, which is expected to open in January 2026. Utilizing materials from the College's archives, the project will reflect Oakton's sustainability values and commitment to inclusivity, ensuring ADA compliance and support for the neurodiverse community, ease in maintenance, and capacity for future updates.

The Marketing Department provided specifications, and the Purchasing Department issued a Request for Proposal (RFP) for the services. The proposal was sent to seven vendors. The College received responses from two firms.

A working group of the Common Areas Committee, Oakton's archivist, and members of the Marketing team evaluated proposals submitted by two vendors based on their alignment with stated project goals, understanding of the scope of work, creativity and quality of previous work, qualifications and experience of the project team, proposed timeline and methodology, and alignment with the stated budget. Interviews were conducted with both firms.

Based on this information, the Administration recommends purchasing the design and installation services for the Founders Wall from Xibitz, Inc. (Wyoming, MI) for an amount not to exceed \$148,500.00. Xibitz's partnership with Peter Hyde Design provides a collective of 50 years of experience in exhibit fabrication excellence, innovative design capabilities, and museum-quality storytelling. Their services will include a discovery phase with stakeholders, a conceptual design phase with stakeholder feedback, design development and detail, fabrication, installation, documentation, and training. Examples of their work can be seen in projects completed for Rotary International (Evanston, IL), the Beacon Health Children's Critical Kids Unit (South Bend, IN), and Wake Forest University School of Medicine (Winston-Salem, NC).

KS:tt
5/2025

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 design and installation services for Founders Wall from Xibitz, Inc., 5809 Crossroads Commerce Parkway, Grand Rapids, MI 49519, for an amount not to exceed \$148,500.00."

Authorization to Purchase Construction Services for Baseball Field Parking Lot

The current baseball field parking lot consists of asphalt grindings and aggregate surfaces. The aggregate surfaces are worn and displaced due to vehicle traffic, which creates many significant potholes. In addition, the aggregate surfaces do not allow for traffic control markings. Current lighting is outdated and does not provide adequate nighttime visibility. Reconstruction of the parking lot will allow for a solid and smooth surface, ADA-compliant accessibility, painted and designated traffic control markings, additional lighting, security surveillance cameras, and new and upgraded ADA-compliant bleacher seating and press boxes for both softball and baseball fields.

Manhard Engineers Inc. 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 119 (Eleven in-district) contractors. The College received three bids.

Baseball Field Parking Lot Improvements	
Bid #0325-25-06	
Vendor	Total Price
Abbey Construction Co., Inc	\$2,109,432.80
V3 Construction Group, LTD	\$2,412,500.00
Martam Construction, Inc	\$2,412,857.00

The responsible and responsive low bid of \$2,109,432.80 was submitted by Abbey Construction Co., Inc. of Aurora, IL. Manhard conducted a bid/project scope review meeting with the College's construction manager and Abbey Construction to ensure all bid specifications were met. Manhard has qualified Abbey Construction to meet all project specifications.

In addition to the base bid of \$2,109,432.80, the Administration requests a project contingency of \$210,943.28 (10%). This brings the grand total to \$2,320,376.08. Work will be scheduled to begin at the end of May 2025, with substantial completion by May 2026.

RS:tt
5/2025

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 Services for Baseball Field Parking Lot from Abbey Construction Co., Inc., 1949 County Line Road, Aurora, IL 60502, for a contract sum of \$2,109,432.80, plus a project contingency of \$210,943.28 to be held by the College and used in the best interest of the College, for a total not to exceed \$2,320,376.08 in accordance with their low bid in response to Invitation to Bid # 0325-25-06."

Authorization to Purchase Furniture for the Library and Learning Commons – Des Plaines Campus

One of the projects identified in the new Master Plan refresh is remodeling the Des Plaines Library to become the “Learning Commons.” This project combines the Library and Learning Center into one centrally located space. The Learning Commons will enhance the student academic support experience by integrating the library, learning center, and student educational computing services into one location that offers an engaging space for quiet study, collaboration, creativity, and the latest technology. Oakton College will procure furniture from Forward Space, LLC, to outfit these areas. The furnishings will support flexible and productive work and learning environments for students, faculty, and staff.

The College's primary manufacturer for office, classroom, and lounge furniture is Steelcase, which has been supplied by Forward Space, LLC, for over thirty years. Forward Space is one of Steelcase's premier dealers in Illinois, and there are no Steelcase dealers in the College's district. Forward Space has been an exceptional partner for the College. Forward Space participates in the Educational and Institutional (E & I) Cooperative consortium, which offers special consortium pricing on Steelcase furniture. In addition, Forward Space is a certified Women-Owned Business (WBE).

The Administration seeks approval to purchase Furniture for the Des Plaines Library and Learning Commons for a total of \$1,142,607.52.

This purchase is bid-exempt in accordance with the Illinois Public Community College Act, Chapter 110, Act 805 (110ILCS 805/3-27.1), which states that purchases made through a consortium are exempt from formal bidding. Through the Consortium, no further advertisement, public notice, or competition is required because the Consortium has already conducted the bidding process.

JS:tt
5/2025

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 Furniture for the Library and Learning Commons – Des Plaines Campus from Forward Space, LLC, 650 N Wood Dale Road, Wood Dale, IL 60191, for a total of \$1,142,607.52.”

Authorization to Purchase Design and Engineering Services for Elevator Modernization – Des Plaines Campus Enrollment Center

The elevator in the Des Plaines campus Enrollment Center is approximately forty years old and needs complete replacement upgrades. Replacement parts for the existing elevator electronic controls and mechanical equipment are obsolete. In addition, the current cab interior is old and outdated.

The Administration is seeking approval to contract with Perkins + Will (P + W), the College's Qualifications-based Selections (QBS) consultants, for design and engineering services for a total of \$41,950.00. P + W will provide complete bidding and construction documents along with a specifications package.

JS:tt
5/2025

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 Design and Engineering Services for Elevator Modernization – Des Plaines Campus Enrollment Center from Perkins + Will, 410 N. Michigan Avenue, Suite 1600, Chicago, IL 60611, for a total of \$41,950.00."

Authorization for the Purchase of Chromebooks and iPads – Adult Education Grant

The Adult Education (AE) Department at Oakton College was recently awarded the ICCB Digital Instruction for Adult Education grant. The AE department recognizes the critical role technology plays in student success and equitable access to education. To better support the needs of the 2,700 Adult Education students, more Chromebooks and Apple iPads are needed. This will significantly enhance access to essential learning tools.

With this Digital Equity Grant, the department will purchase 170 Chromebooks to support the 483 students currently enrolled in online or hybrid classes. Increasing technology resources ensures AE students have the tools to succeed in an increasingly digital learning environment, fostering greater equity, and academic achievement.

In addition, the department will also purchase approximately 37 Apple iPads to use during registration events and for student intake and testing. Apple iPads are more portable, and the intuitive user interface will make student intake more efficient and user-friendly.

By expanding the Chromebook inventory and introducing Apple iPads, the Adult Education department will significantly enhance student access to essential digital tools.

The IT and Procurement offices have collaborated to solicit quotes from various vendors in pursuit of the best pricing for the purchase of Chromebooks and Apple iPads. The Administration seeks approval to purchase the Chromebooks and iPads as follows:

Vendor	Product	Quantity	Cost
JensenIT, Inc. (In-District)	Chromebooks	170	\$49,687.60
Abt Electronics, Inc. (In-District)	iPads	37	\$12,136.00
Total			\$61,823.60

The purchase is bid-exempt pursuant 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”.

JK:tt
5/2025

President's Recommendation:

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the Purchase of Chromebooks and iPads from: JensenIT, Inc., 1689 Elk Boulevard, Des Plaines, Illinois 60016, for an amount not to exceed \$49,687.60, and Abt Electronics, Inc., 1200 N. Milwaukee Avenue, Glenview, IL 60025, for an amount not to exceed \$12,136.00, for a grand total not to exceed \$61,823.60.”

Authorization to Purchase Transportation Services for Athletic Teams – One-Year Renewal

The College's passenger transportation fleet includes one twelve-passenger van and two eight-passenger vans for college business use. One of the user groups is the Athletic Department. However, these vehicles do not accommodate the transportation needs of the larger athletic teams, such as soccer or baseball, where the rosters range from 20 to 50 student-athletes and coaches. Contracting with a transportation service company provides safe, single-unit, appropriately sized vehicles with professional drivers for each team instead of using multiple College vehicles driven by team coaches.

Through a competitive public bid process, the Board approved an award in May 2024 to Bestway Charter Transportation, Inc. for a one-year contract with an expiration date of June 30, 2025. The bid covered transportation for Men's and Women's Soccer, Men's and Women's Basketball, Women's Volleyball, Men's Baseball, and Women's Softball. In addition, the bid provided the option to renew the transportation services for two additional one-year periods at the discretion of the College.

The Administration is satisfied with the services provided by Bestway Charter Transportation, Inc., and seeks approval for a one-year contract extension for the 2025-2026 athletic season for the amount not to exceed \$76,000.00. The College is confident that Bestway Charter Transportation, Inc. will continue to provide the quality of service required by the College.

MR:tt
5/2025

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Transportation Services for Athletic Teams – One-Year Contract Renewal from Bestway Charter Transportation, Inc., 710 Larsen Lane, Bensenville, IL 60106, for a total of \$76,000.00."

Authorization to Purchase Library Services (CARLI and NILRC) – One-Year Renewal

In keeping with past practice, the College Library is renewing, canceling, and adding online databases and reference resources to support the institution's curriculum. All databases are accessible to Oakton students and employees from any computer through internet access using a proxy service maintained by the Library and Oakton's IT department. The Library has licenses for over 75 databases and 430 online reference resources. Most of these online resources are licensed through two statewide consortia groups: NILRC (the Network of Illinois Learning Resources in Community Colleges) and CARLI (the Consortium of Academic and Research Libraries in Illinois). These purchases are exempt from the bidding process according to the Illinois Community College Act 110 ILLS.

The Administration seeks approval to renew the purchase of Library Services (CARLI and NILRC) for a total not to exceed \$100,000.00 each for FY26.

JJ: tt
5/2025

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase renewal for the following annual Library Services:

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

for a grand total of \$200,000.00."

Authorization to Purchase Extreme Networks WIFI SaaS Licenses – One-Year Renewal

The College uses 350 Extreme Networks WIFI access points (APs) with cloud management to provide indoor and outdoor Wireless networking at the Des Plaines, Skokie, and Evanston campuses. These APs are managed with a cloud-based Software as a Service (SaaS) tool called ExtremeIQ. This service is licensed per AP basis, and the current three-year contract expires on 6/30/2025. This purchase will be for a one-year service renewal instead of a three-year purchase, as most of the APs will be reaching the end of life in June 2026.

The current trend in the information technology industry allows manufacturers to give one preferred reseller special, discounted pricing, effectively eliminating the motivation for other companies to submit pricing. In the past, the College has had unsatisfactory bid responses for these types of bids because vendors are resistant to submitting a bid after the manufacturer has already selected and identified the supplier. In addition, the purchase is bid-exempt pursuant 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.” For these reasons, it is in the best interests of the College to work directly with the manufacturer and their preferred reseller, Sentinel Technologies, Inc., to secure pricing.

The Administration seeks approval to purchase Extreme Network's Wi-Fi SaaS Licenses for a total amount of \$31,194.48.

JMW:tt
5/2025

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Extreme Networks WIFI SaaS Licenses – One-Year Renewal from Sentinel Technologies, Inc, 2550 Warrenville Road, Downers Grove, Illinois 60515 for a total cost of \$31,194.48 per their price quote #018710, dated April 28, 2025.”

Authorization to Purchase Cisco Systems SmartNet Support Contracts – One-Year Renewal

The College uses 162 Cisco Systems network switches and routers and 20 Cisco Systems Blade Servers to provide the College's data and voice networks across all three campuses. This equipment is supported by annual hardware and software maintenance contracts from the manufacturer in combination with hardware warranties. The current one-year support contracts expire on June 30, 2025.

This purchase includes 24-hour a day x 7 days a week x 4-hour response time (24X7X4) SmartNet support contracts for the Cisco UCS Blade servers, chassis, and fabric interconnects used in the Data Centers, as well as two of the four core network switches. The contract also includes 8 hours a day x 5 days a week x Next Business Day (8x5xNBD) SmartNet support for the two redundant core switches and a subset of edge switches. The contract term will be from July 1, 2025, to June 30, 2026.

The current trend in the information technology industry allows manufacturers to give one preferred reseller special, discounted pricing, effectively eliminating the motivation for other companies to submit pricing. In the past, the College has had unsatisfactory bid responses for these types of bids because vendors are resistant to submitting a bid after the manufacturer has already selected and identified the supplier. In addition, the purchase is bid-exempt pursuant 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." For these reasons, it is in the best interests of the College to work directly with the manufacturer and their preferred reseller, CompuCom Systems, Inc., to secure pricing.

The Administration seeks approval to purchase Cisco Systems SmartNet Support Contracts for an amount not to exceed \$31,100.00.

JMW:tt
5/2025

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 Cisco Systems SmartNet Support Contracts – One-Year Renewal from CompuCom Systems, Inc., 8106 Calvin Hall Road, Fort Mill, SC 29707 for an amount not to exceed \$31,100.00."

Authorization to Purchase VMware Support and License – One-Year Renewal

The fiscal year 2026 operational budget includes funds for VMware software maintenance and support. VMware is a server and desktop virtualization product that consolidates servers onto a private cloud. The College has been using VMware since 2007, but recent extraordinary price increases from VMware after the company was acquired by Broadcom have led to a plan to reconfigure the network to manage these cost increases, discontinue using VMware, and replace it with other tools. This migration is in process and should be completed in fiscal year 2026.

This purchase includes renewing annual software maintenance and support for the existing VMware servers for one more year for the remaining subset of the servers.

The current trend in the information technology industry allows manufacturers to give one preferred reseller special, discounted pricing, effectively eliminating the motivation for other companies to submit pricing. In the past, the College has had unsatisfactory bid responses for these types of bids because vendors are resistant to submitting a bid after the manufacturer has already selected and identified the supplier. In addition, the purchase is bid-exempt pursuant 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.” For these reasons, it is in the best interests of the College to work directly with the manufacturer and their preferred reseller, JensenIT, Inc., to secure pricing. JensenIT, Inc. is an in-district reseller that the College has used for recent purchases, and the Administration is confident they can meet the College's needs.

The Administration seeks approval to purchase VMware Support and License for a total amount of \$119,812.08.

JMW:tt
5/2025

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 VMware Support and License – One-Year Renewal from JensenIT, 1689 Elk Boulevard, Des Plaines, Illinois 60016 for a total cost of \$119,812.08 per their price quote #005861, dated May 5, 2025.”

Authorization to Purchase PaloAlto Networks Firewall Updates/Support/Subscriptions – Three-Year Renewal

The College uses five PaloAlto Networks Firewalls and a Panorama virtual management appliance to provide next-generation firewall protection for the College's networks and data. The current main firewalls at the Des Plaines and Skokie campuses were purchased in June 2019 with a three-year hardware support, software upgrade/maintenance, and subscription contract. This contract was extended for an additional three years in 2022 with an expiration date of June 30, 2025. After reviewing the options, the Administration recommends purchasing two new firewalls (PA-3420) to replace these six-year-old systems.

This purchase will include the hardware (2 – PaloAlto Networks PA-3420 firewalls), a three-year contract for hardware and software support and threat prevention, advanced URL filtering, WildFire subscriptions, and a three-year contract extension for the existing virtual Panorama management appliance and global protect VPN license. It will include three redundant power supplies for the Evanston and PCI firewalls. The term of the agreement would be from July 1, 2025, to June 30, 2028.

The current trend in the information technology industry allows manufacturers to give one preferred reseller special, discounted pricing, effectively eliminating the motivation for other companies to submit pricing. In the past, the College has had unsatisfactory bid responses for these types of bids because vendors are resistant to submitting a bid after the manufacturer has already selected and identified the supplier. In addition, the purchase is bid-exempt pursuant 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." For these reasons, it is in the best interests of the College to work directly with the manufacturer and their preferred reseller, JensenIT, Inc., to secure pricing. JensenIT, Inc. is an in-district reseller that the College has used for recent purchases, and the Administration is confident they can meet the College's needs.

The Administration seeks approval to purchase PaloAlto Networks Firewall Updates / Support / Subscriptions for a total amount of \$215,575.44.

JMW:tt
5/2025

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 PaloAlto Networks Firewall Updates/Support/Subscriptions – Three-Year Renewal from JensenIT, 1689 Elk Boulevard, Des Plaines, Illinois 60016 for a total cost of \$215,575.44 per their price quotes #005739v1 and #006014v1, dated April 29, 2025 and dated April 30, 2025."

Authorization to Purchase BitSight Technologies Third-Party Risk Management Services – Three-Year Renewal

The College uses BitSight Technologies Inc.'s cloud service for Third-Party Risk Management (TPRM). BitSight provides cybersecurity risk assessment for third-party vendors that the College uses. The BitSight service provides external, independent ratings of the cybersecurity risks of using cloud Software as a Service (SaaS) vendors and other service and software providers. It also provides active monitoring and notification as risks change. This third-party risk assessment is a critical part of the College's cybersecurity program and is needed for compliance with the Gramm-Leach-Bliley Act (GLBA). It is also mandated by our cybersecurity insurance providers. The BitSight ratings are used along with other measures by the College's cybersecurity staff to evaluate new and existing vendors' cybersecurity risks. This purchase includes monitoring for external vendors and allowing the College to self-monitor its risk profile and manage and reduce risks to improve insurability.

The College has used BitSight TPRM since 2021 with a series of one-year contracts and negotiated with the vendor to lock in the price for three years with a multi-year discount. The total cost for the three-year term (7/1/25 – 6/30/28) is \$54,000.00. BitSight is a sole-source cloud-based service available only directly from BitSight Technologies.

The purchase is bid-exempt pursuant 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".

JMW:tt
5/2025

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 BitSight Technologies Third-Party Risk Management Services – Three-Year Renewal from BitSight Technologies, Inc., 111 Huntington Avenue, Suite 400, Boston, MA 02199, for a total of \$54,000.00."

Authorization to Purchase Ivanti Cherwell Software as a Service (SaaS) - One-Year Renewal

In 2015, the Board authorized the purchase of Cherwell Software to support the evolution of the IT Help Desk operation from a basic call logging area to the central point of contact for management and information on all Information Technology Division incidents and service requests.

The College is transitioning its IT Service Management software, and during the transition, needs to renew the current system, Cherwell by Ivanti, for another year. Having overlap during the critical rollout and transition to a new system helps ensure that support for IT services is continuous, and allows for any data transfer or storage that needs to be done.

The Information Technology Department negotiated pricing with the vendor for a one-year contract at \$83,365.44. This contract would run from June 19, 2025 to June 18, 2026. Cherwell is a sole-source cloud-based service available only directly from Ivanti, Inc.

The purchase is bid-exempt pursuant 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".

JMW:tt
5/2025

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 Ivanti Cherwell Software as a Service (SaaS) renewal - One-Year Renewal from Ivanti, Inc., 10377 South Jordan Gateway, South Jordan, UT, 84095, for a total amount of \$83,365.44."

Authorization to Purchase ZogoTech Data Warehouse Pathways and Learning Management System (LMS) Module – Five-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 LMS Integration data module to allow data processing and analysis to examine how student engagement in the LMS impacts the student experience in the enter-navigate-grow phases of the Oakton Experience. This module will allow the College to integrate data on LMS login activity, quiz or test activity, discussion activity, message activity, and assignments. These data can be used for predictive modeling, improving interventions, and better understanding student outcomes like grades, retention, and completion.

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

Year	Cost
Year 1	\$22,650.00
Year 2	\$2,280.00
Year 3	\$2,394.00
Year 4	\$2,513.70
Year 5	\$2,639.39
Total	\$32,477.09

The five-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
5/2025

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 Avenue, Suite 600, Dallas, TX, 75205, for a total amount of \$32,477.09.”

Authorization to Purchase Consulting Services for Academic Affairs Leadership

At the November, 2024 Board meeting, the Board authorized the purchase of consulting services from 26 Pines Group, LLC to provide interim leadership within student affairs during the search for the next Vice President for Student Affairs.

Dr. Ashley Knight has provided skilled administrative leadership during this interim period, and the Administration is recommending an extension of consulting services from 26 Pines Group, LLC, to provide interim leadership within academic affairs, given the recent departure of Dr. Mia Hardy. Dr. Knight is well-positioned to provide interim leadership given her familiarity with Oakton and her breadth of experience, including her experience as a faculty member in the education department at DePaul University.

The Administration is requesting approval to purchase additional consulting services from 26 Pines Group, LLC, a women-owned business (non-certified WBE) for an amount not to exceed \$170,000 from June 1, 2025, to July 1, 2026.

This purchase is exempt from bidding per the 110 Illinois Compiled Statutes 805/3-27.1, Contracts, part (a) contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.

JS:tt
5/2025

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 additional purchase of Consulting Services for Academic Affairs Leadership from 26 Pines Group, LLC, 1111 Ridgewood Drive, Highland Park, IL 60035, for an additional amount not to exceed \$170,000.00.”

Authorization to Purchase Construction Services for Pedestrian Lighting and Incident Recording

Previously, the College completed an exterior lighting survey at the Des Plaines and Skokie campuses. The survey study included parking lots, pedestrian walkways, roadways, and building entrance lighting. The survey study results indicate that current lighting levels and placement need upgrades to comply with current lighting requirements.

Kluber Architects + Engineers Inc. 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 119 (Eleven in-district) contractors. The College received two bids.

Pedestrian Lighting and Incident Recording	
Bid # 0326-25-07	
Vendor	Total Price
Powerlink Electric, LLC	\$3,090,100.00
Airport Electric Co.	\$3,872,364.00

The responsible and responsive low bid of \$3,090,100.00 was submitted by Powerlink Electric, LLC. of Vernon Hills, IL. Kluber conducted a bid/project scope review meeting with the College's construction manager and Powerlink to ensure all bid specifications were met. Kluber has qualified Powerlink to meet all project specifications.

In addition to the base bid of \$3,090,100.00, the Administration requests allowances of \$153,325.00 for Alternate #1 - Pedestrian lighting on Des Plaines Campus, north side of the lake, and a project contingency of \$324,342.50 (10%). This brings the grand total to \$3,567,767.50. Work will be scheduled to begin at the end of May 2025, with substantial completion by October 2026.

RS:tt
5/2025

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 Pedestrian Lighting and Incident Recording from Powerlink Electric, LLC, 400 Corporate Wood Parkway, Vernon Hills, IL 60061, for a contract sum of \$3,090,100.00, plus allowances of \$153,325.00 and a project contingency of \$324,342.50 to be held by the College and used in the best interest of the College, for a total not to exceed \$3,567,767.50 in accordance with their low bid in response to Invitation to Bid # 0326-25-07."

Preview and Initial Discussion of Upcoming Purchases

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

- a. **Illinois Community College Trustees Association (ICCTA) – One-Year Renewal** – Oakton has been a longstanding member of the Illinois Community College Trustees Association (ICCTA). ICCTA provides community college advocacy and supports trustee development through continuing education seminars and trained retreat facilitators. Membership in the ICCTA is a valuable resource for the College, and the Administration recommends a membership renewal for FY26. The estimated annual membership renewal and dues are \$35,000. This figure includes membership to the Illinois Council of Community College Presidents (ICCCP).

This purchase will be presented to the Board at the June 2025 Meeting.

- b. **Transcript Services - Three-Year Renewal** – Oakton has contracted with Instructure (formerly Parchment) for its print and digital Transcript Services. These services enable current and former students to order their official transcripts online and have them securely sent electronically or printed and mailed to a recipient. Oakton is seeking to renew the contract for three years, from July 25, 2025, through July 24, 2028.

This purchase will be presented to the Board at the June 2025 Meeting.

- c. **Certified Athletic Training Services – Three-Year Contract** – A Request for Proposal (RFP) for certified athletic training services was issued in April 2025 and covers services to provide a full continuum of athletic training for student-athletes. The RFP is based on the anticipated current sports schedules for vendors to develop their proposals. Actual work hours may vary depending on in-season schedule changes and post-season activities. The awarded vendor will be required to provide a certified athletic trainer for all student-athletes during practices and home contests, as well as some away contests. The certified athletic trainer will be available every weekday and on weekends and holidays when there are practices and/or games scheduled, or as determined by the College's Athletics Department.

This purchase will be presented to the Board at the June 2025 Meeting.

- d. **PowerFAIDS Software Maintenance Contract – One-Year Renewal** – Prior to implementing the Banner Financial Aid module, Oakton used the College Board's PowerFAIDS software to support the financial aid process. PowerFAIDS managed Federal and State aid requirements as well as specific Oakton institutional aid programs.

Since 2023, Oakton has transitioned to the Ellucian Banner Financial Aid module for award management purposes. PowerFAIDS is still used to access historical data for State and Federal reporting purposes and to comply with our record retention policy. Data from PowerFAIDS is being migrated into the ZogoTech data warehouse.

The maintenance charge for the 15 licenses for FY26 is expected to be \$37,986. This purchase will be presented to the Board at the June 2025 Meeting.

- e. **CourseDog Academic Scheduling Software** – Academic scheduling is currently a manual process that involves academic chairs, deans, and the registrar's office. The new software will simplify and streamline academic and event scheduling, reduce the number of last-minute changes, and provide metrics and other information to better inform the scheduling process by automating and optimizing the schedule to produce a student-centered schedule that is focused on student

needs. Institutions that have implemented scheduling software have reported a decrease in canceled classes, a streamlined and more efficient scheduling process, the identification and elimination of excess course sections, and anticipation of instructor needs. This will result in improved student persistence and completion.

A cross-departmental team from Student Affairs, Academic Affairs, and IT reviewed solutions from several vendors, including the current vendor, Ad Astra. After the review, the Administration is recommending the purchase of the CourseDog Academic Scheduling Software. The purchase includes the annual license fees for the cloud-based software, the first-year implementation services to get the software configured and integrated with the College's Banner student information system, and support and initial training.

This purchase will be presented to the Board at the June 2025 Meeting.

- f. **Vehicle for President** – The President's vehicle is normally replaced every five years. The current vehicle, a 2020 Subaru Outback is scheduled to be replaced. The Procurement department will work with multiple Subaru dealerships to identify the best-priced 2025 Subaru Outback that meets the College's needs. Once the new vehicle has been identified, the 2020 Outback will be traded in.

This purchase will be presented to the Board at the June 2025 Meeting.

- g. **SoftDocs Premier Plus Support Subscription Contract** – In 2024-2025, the College migrated its document imaging, e-forms, and workflows to the SoftDocs eTrieve platform. This software was purchased with a five-year contract that ends on June 19, 2029. This purchase would add a Premier Plus Support subscription to the existing Softdocs eTrieve contract. The subscription would provide additional professional services to assist in custom form and workflow development, manage the expansion of eTrieve into new departments, and provide new process design consulting and documentation with three simultaneous workstreams in process at any given time. The IT software applications team would manage these services. This would allow a much faster migration of existing paper/manual processes into electronic forms and workflows than could be done with just Oakton staff. The total annual cost of this contract is expected to be \$58,000.

This purchase will be presented to the Board at the June 2025 Meeting.

- h. **Emergency Backup Power Generator – Skokie Campus** – The current Master Plan outlines the need to replace the existing emergency power backup generator at the Skokie campus. The current backup generator at the Skokie campus is original to the building's construction and is outdated, worn, and fueled with diesel fuel. There is a need for replacement with a new, efficient, and reliable generator unit that meets current-day technology standards, driven by natural gas.

A public bid was issued in April 2025, and the result will be presented to the Board at the June 2025 Meeting.

- i. **Door Hardware Project** – The current Master Plan identifies a multi-year/multi-phased door Hardware and Keying replacement project. Over the years of operations at both the Skokie and Des Plaines campuses, most of the originally installed door hardware remains in place. Due to extensive wear, much of this hardware does not function 100% correctly and cannot be repaired. Additionally, many employees have ended their employment with the College without returning their keys, which presents security and safety concerns.

The College will issue a bid for the project in June, and the result will be presented to the Board at the August 2025 Meeting.

- j. Soccer Field Irrigation** – Currently, both the practice and match soccer fields are watered by a portable pump system that pumps water from the lake on the Des Plaines Campus. The water from the lake contains salt and other contaminants due to parking lot stormwater runoff and storm sewers that dump into the lake. The College contracted with our QBS-approved consultants, Manhard Engineers Inc., to design a permanent, in-place irrigation pumping and underground distribution piping system. The new irrigation system will be connected directly to the college's domestic water main for supply.

A public bid was issued in April 2025, and the result will be presented to the Board at the June 2025 Meeting.

- k. Consulting Services for Salesforce Software** - Since 2017, the College has utilized the Salesforce system to track contacts and communication with workforce and community partners. In alignment with our strategic priorities to increase and broaden our engagement with employers, community organizations, and key community partners, we need to improve our use of Salesforce to better track those connections. The consultant will support the alignment of database setup, relationship management processes, and efficiencies to ensure consistency and improved reporting. The consultant will also support employee training on Salesforce use.

This purchase will be presented to the Board at the June 2025 meeting.

- l. LinkedIn Learning Subscription** – The College is interested in expanding affordable online tools and resources for employees and students. LinkedIn Learning provides an affordable option for both employees and students to learn new skills that can be applied to their jobs and education. The Administration is seeking approval of a three-year contract starting in FY26, at an annual cost not to exceed \$28,000 per year.

This purchase will be presented to the Board at the June 2025 meeting.

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

The recommendation to hire Dr. Samantha Solecki for a full-time, tenure-track faculty position for the 2025-2026 academic year, beginning in August 2025, was made after reviewing the College’s need for faculty in the Biology department.

The search began on December 19, 2024 with postings on the Oakton College website, LinkedIn, Historically Black Colleges and Universities (hbcuconnect.com), Hispanic Association of Colleges and Universities (hacu.net), Diverse Jobs (diversejobs.net), Inside Higher Education (insidehighered.com), Higher Education Jobs (higheredjobs.com), Illinois Unemployment (illinoisjoblink.illinois.gov), NACUBO (National Association of College & University Business Officers), and the Chronicle of Higher Education (jobs.chronicle.com).

There were forty-three applicants for the Biology faculty position. The search committee conducted six in person interviews and selected four finalists to interview with Mr. Marc Battista, Associate Vice President for academic Affairs and Dr. James Rabchuk, Dean of STEM. A recommendation was made to hire Dr. Samantha Solecki for a full-time, tenure-track faculty position.

Dr. Solecki is a practicing Doctor of Chiropractic at the Sports and Spine Rehabilitation Institute. She currently teaches as an Adjunct faculty member at Lake Forest College, Oakton College and Waubonsee Community College, teaching primarily Anatomy and Physiology and Microbiology. She earned her Doctor of Chiropractic at National University of Health Sciences in Lombard, IL

JF:vb
5/2025

President’s Recommendation:

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Dr. Samantha Solecki for the 2025-2026 academic year, beginning August 2025. She will receive the salary associated with the lane and step described as follows:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Samantha Solecki	Professor, Biology	D-7	\$84,879.”

Acceptance of Administrator Resignation

Dr. Ruben Howard II, Dean of Business and Career Technologies, provided notice of his intent to resign from his position at the College effective June 28, 2025.

Dr. Howard has served Oakton College in an exemplary manner and we wish him well in his future endeavors.

JF:bs
5/2025

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. Ruben Howard II effective June 28, 2025.”

Notification of Award of Grants

Funding has been made available to Oakton College:

- a. Illinois Department of Commerce and Economic Opportunity (DCEO) Small Business Development Center (SBDC) Grant \$110,000.00
(Manager: Maurae Gilbert McCants / Administrator: Dr. Ileo Lott)
- b. Chicago Federation of Musicians – Local 10-208 Grant \$1,619.03
(Manager: Mark Olen/Daniel Cunningham / Administrator: Marc Battista/Dr. Ileo Lott)
- TOTAL:..... \$111,619.03**

a. Illinois Department of Commerce and Economic Opportunity (DCEO) Small Business Development Center (SBDC) Grant

The Illinois Department of Commerce and Economic Opportunity (DCEO) has awarded Oakton College a \$110,000 Small Business Development Center (SBDC) CY25. This funding will be used for the operation of the Small Business Development Center.

The grant period is from January 1, 2025 to December 31, 2025.

Grant Manager: Maurae Gilbert McCants, SBDC Grant Program Director
Grant Administrator: Dr. Ileo Lott, Vice President for Academic Affairs

b. Chicago Federation of Musicians – Local 10-208 Grant

The American Federation of Musicians of the U.S.A. & Canada, Chicago Federation of Musicians – Local 10-208 has awarded Oakton College a Music Performance Trust Fund grant in the amount of \$1,619.03 to support the Jazz Appreciation Month Concert on April 24, 2025.

Grant Manager: Mark Olen, Jazz Ensemble Director
Grant Manager: Daniel Cunningham, Production Coordinator
Grant Administrator: Marc Battista, Associate VP for Academic Affairs
Grant Administrator: Dr. Ileo Lott, Vice President for Academic Affairs

IL:gl
5/2025