



Minutes of the March 18, 2025 Regular Meeting of the Board of Trustees of Community College District 535

The 808th meeting of the Board of Trustees of Community College District 535 was conducted on March 18, 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 Toussaint called the meeting to order at 5:23 p.m. in room 1502. Trustee Bashiri-Remetio called the roll:

Trustee Marie Lynn Toussaint	Chair	Present
Trustee Martha Burns	Vice Chair	Present
Trustee Theresa Bashiri-Remetio	Secretary	Present
Trustee Gail Bush		Present
Trustee Benjamin Salzberg		Present
Trustee William Stafford		Present
Trustee Wendy Yanow		Present
Trustee Franklin Ocaña	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; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; and Michele Roberts, Vice President for Administrative Affairs.

Chair Toussaint asked for a motion to go into closed session under the exceptions to the Illinois Open Meetings Act, with the purpose of reviewing closed session minutes of February 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 Salzberg. Trustee Bashiri-Remetio called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye
Trustee Ocaña	Aye

At 6 p.m., Trustee Stafford made a motion to adjourn the closed session meeting which was seconded by Trustee Salzberg. A voice vote was called and the closed session was adjourned.

Open Session – Call to Order and Roll Call

Chair Toussaint called the regular meeting of the Board of Trustees to order at 6:07 p.m. in room 1506.

Trustee Bashiri-Remetio called the roll:

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

Also present in room 1506:

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

Administrators: Dr. Matthew Boutilier, Director of Online Curriculum and Instruction; Dr. Rick Daniels, Director of Institutional Equity and Inclusion; Thomas Hicks Jr., Director of Student Success and Academic Interventions; Dr. Ruben Howard II, Dean of Business and Career Technologies; Dr. Jesse Ivory, Assistant Vice President for Workforce Innovation and College Partnerships; Jacob Jeremiah, Dean of Library; Dr. Alauna McGee, Assistant Vice President for Academic Affairs and College Transitions; Dr. Kanchana Mendes, Director 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; Joseph Scifo, Director of Facilities; John Wade, Director of Systems and Network Services; Daniel Weber, Registrar/Director of Registrar Services; Aaron Wernick, Chief of Police and Emergency Management; Ella Whitehead, Director of Admission and Equity Outreach; and Andy Williams, Controller.

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

Faculty: Carlos Briones, Humanities and Philosophy; Cheryl Joseph, Early Childhood Education; Linnea Latimer, Computer Information Systems; Tess Lesniak, Biology; Michael Nicholson, History; Mary Obernesser, Biology; Ciaran O'Sullivan, Nursing; Louis Pierozzi, Art and Design; Leandro Resurreccion, Nursing; Keith Simonds, Political Science; George Vail, Automotive Technology.

Staff: Ernest Gest, Facilities; Julia Gray, Information Technology; Krissie Harris, Student Life and Campus Inclusion; Heather Jakob-Short, Division of STEM; Leah Kintner, Workforce Development; Ewa Lyczewska, Marketing and Communications; Kushal Patel, Information Technology; Trinh Than, Procurement; Kristin Wirth, Procurement; and Lynn Zaransky, Division of STEM.

Students: Khanak Chowdhury, William Sheehan, and Paul Watson.

Guests: Cheryl Brown, Michele Hays, and Rene Mandin.

Pledge of Allegiance – Student Trustee Ocaña led the pledge.

Land Acknowledgment – Student Trustee Ocaña read the Land Acknowledgment.

Approval of Minutes

Chair Toussaint asked a motion for the approval of the minutes of the February 18, 2025 regular meeting of the Board of Trustees. Trustee Salzberg made the motion. Trustee Stafford seconded the motion. A voice vote was called and the minutes were unanimously approved.

Statement by the President

Condolences

- To the family of Luther Dowdy, former Professor of Student Development, who died on December 17, 2024.
- To the family of David Rodgers, Professor Emeritus of Geography and Environmental Studies, who passed away on February 19.

Congratulations

- The Early Childhood Education Center met the eligibility requirements for an ExceleRate Illinois Circle of Quality. Achieving this designation demonstrates our program's commitment to providing quality care to Illinois' children. Congratulations to Monique Hudson and the team in the ECE!
- To Oakton's Marketing and Communications Team who won 25 Higher Ed Advising Awards, one of which was a Best of Show for our website. There were over 2000 entries from over 1,000 colleges, universities, and secondary schools from all 50 states and some foreign countries. Congratulations to Andrea Lehmacher and the Marketing team!

Recognitions

- To Student Trustee Ocaña for his service to the student body as a member of the Board.
- To Trustee Bush for her service to the College as a member of the Board. Today is her last regular meeting.

Student Recognitions

The following students' artwork has been selected for the Skyway Art competition. Works are on display at the College of Lake County from March 31 - April 16 and there will be an awards ceremony on April 2 from 6-8 p.m.:

- Ava Yelton, Book
- Jan Szabo, What if God Was One of Us
- Katherine D. Angelini, A Tray of Lace
- Ava Yelton, Self
- Dorothy DuSold, Figure
- Marcela Thalia Valencia Chaves, Sobremesa
- Caire DiNanno, Untitled
- Keli Paternaster, The Biodiversity of Colombia
- Jung Jae, Joy of the Light
- Cassandra Ali, The History of Venom

Athletics Recognitions

- Congratulations to Men's Baseball Coach Bill Fratto for achieving his 600th win last week while the team was competing in the Russ Matt Baseball Competition. That's an accomplishment!
- Congratulations to the Illinois Skyway All-Conference honorees for Basketball:
 - First Team: Isaiah Moore (Men's Basketball)
 - Honorable Mention: Amare Posey and Jermaine Jones (Men's Basketball)
 - First Team: Monica Sierzputowski and Destynia McGruder (Women's Basketball)
 - Honorable Mention: Mariana Golombowski, Bryce Wolf and Kierra Bond (Women's Basketball)

Happenings

- In collaboration with the Students for Global Health and the Sustainability Club, the Wellness Center hosted a free health screening session on March 6. Wellness education, nutrition education and access to care were provided. The next session will be held on April 9.
- On March 11, Biology Professor Khursheed Ichhaporla took part in the United Nations' 69th Commission on the Status of Women (CSW69). She presented at a virtual event focused on the impact of climate change on women and children, using a case study on Mongolia.
- March 19 is SBDC Day at Oakton College. The community is invited to meet the SBDC team between 10 a.m. and 3 p.m. Light refreshments will be available.
- The Spring Performance of Indecent runs from March 27 - April 6 in the Performing Arts Center.
- Under the direction of Glenna Sprague, the internationally acclaimed Oakton Six Piano Ensemble will perform selections arranged for multiple pianos from the classical, ragtime, and jazz repertoire. Sunday, April 27 at 3 p.m. A reception will follow the concert.

Educational Foundation Liaison Report

The Foundation has exceeded their fundraising goal for the fiscal year with over \$1.8M in gift commitments to date. The work of the staff and board continue as they actively seek to grow support for Oakton and our students. Notable commitments received since the last update to the Trustees include:

- A \$180,000 planned gift commitment from an anonymous donor. By naming the Educational Foundation as a charitable beneficiary of her IRA account upon her death, the resources received are expected to significantly increase the impact of a scholarship she launched a decade ago in her mother's memory. The scholarship is designated for students enrolled in health career programs that support the care of older adults.

- A \$1,000 gift from Distinguished Professor Joan Boggs in response to the employee campaign and general scholarship matching gift opportunity.
- A \$1,000 from Kevin Maloney in memory of his brother and to build the endowment of the professor Michael Maloney Endowed Scholarship.
- A \$1,000 gift from an Anonymous donor to support English as a Second Language programming at Oakton.

The Foundation Board met on March 5 and had the opportunity to provide input to the College's strategic plan update. They also approved their FY26 budget along with a 4% spending rate for endowed funds. Their budget projects that nearly \$2 million will be made available for student scholarships and college programming in the coming year.

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

Student Trustee Report

Student Happenings:

- Career Carousel hosted by the Career and Transfer Center
- Know Your Rights workshop at the Des Plaines Campus
- Brave voices author on March 20
- Food Insecurity Workshop hosted by the SGA
- Spirit Day hosted by the Campus Activities Board
- Commencement on May 12

Student Trustee Ocaña shared that this was his last board meeting, and he expressed his gratitude to the Board of Trustees. He also thanked Ella Whitehead, Terrence Stevenson, Gabriel Chacon, the library staff, his professors, and his fellow students.

Student Spotlight

Three students from Evanston Township High School shared their experience while enrolled in concurrent Artificial Intelligence courses.

Trustee Comments

Chair Toussaint thanked the students enrolled in AI courses who shared their experience. Trustee Burns thanked Trustee Bush for her service as a member of the Board.

Public Participation – None

Board Report: Procurement at Oakton College

Michele Roberts, Vice President for Administrative Affairs

Andy Williams, Controller

Trinh Than, Purchasing Manager

Procurement Strategy

- Oakton commits to implementing an equitable procurement plan
 - Addressing and Removing Barriers
 - Improving Processes
 - Engaging Community Members
 - Promoting Diverse Participation
- While a foundation is in place, there is work to be done here. Oakton continues to strive to be an early adopter of more equitable practices in this space

Objectives of the Procurement Office

- Procurement of Goods and/or services
- Adherence to all rules and regulations
 - Federal and State Laws

- Board Policies
- College Procedures (Procurement Manual)
- Obtain maximum cost savings
- Fair and equitable treatment for all vendors, which includes increasing Illinois-certified diverse vendor spend

<p>Purchases Under \$25K</p> <ul style="list-style-type: none"> ● Requisition <ul style="list-style-type: none"> ○ Used to initiate an order ○ Accurate description needed ○ Approved by department ● Purchase Order <ul style="list-style-type: none"> ○ A purchase order is a document issued by a buyer (Oakton) to a seller (vendor), indicating the types of products or services, quantities, and agreed prices 	<p>Purchases Over 25K</p> <p>Subject to:</p> <ul style="list-style-type: none"> ● The Illinois Public Community College Act ● Formal Competitive Solicitations required <ul style="list-style-type: none"> ○ Request for Bids (Bid) ○ Request for Proposals (RFP) ● Board Policy 3014, Purchase & Payment of Goods & Services ● Board Approval ● Preview and Agenda Item Narratives
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Procurement Activities (FY2024)

New Vendors Added	234
Tagging Properties	30
Purchase Orders	1,320
Credit Card Orders	588
Bid and RFP	15
Board Approved Items	94 (7%)

Vision 2030: Enhancing Community Engagement Through In-District Procurement

- We will become “a key partner in the economic and civic life of the district.”
 - Metric: Increased number of strategic partnerships with key community-based organizations.
- For Fiscal Year 2024, Oakton spent \$3.1 million with in-district vendors (includes known subs).
 - Local vendors are defined as: private businesses in the District
 - Does not include payments with college procurement card, partnerships with nonprofits, chambers, payments to other local governments, or to individuals
- For Fiscal Year 2024, Oakton spent \$1.8 million with certified diverse vendors.
 - Certified diverse vendors are primarily defined as: 51% owned and controlled by a minority, woman, or person with a disability
 - Must be certified by the Illinois Commission on Equity and Inclusion to count toward Oakton’s diverse vendor goal

Plans for the Future – Equitable procurement plan

- Clear guidance and procurement forecastas
- Prompt payment programs
- Raise thresholds for CEI
- Moving bids online
- Implement a buy plan
- Increase outreach and engagement
- Equity Audit – Procurement manual
- Implement timeframes from contract continuation

NEW BUSINESS**3/25-1a Approval of Consent Agenda**

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

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

3/25-1b Approval of Consent Agenda Items 3/25-2 through 3/25-6

Trustee Bush offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the following items 3/25-2 through 3/25-6 as listed in the Consent Agenda."

3/25-2 Ratification of Payment of Bills for February 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 \$8,376,016.28 for all check amounts as listed and for all purposes as appearing on a report dated February 2025."

3/25-3 Acceptance of Treasurer's Report for February 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 February 2025."

3/25-4 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 \$462,538.39 to the total amount of part-time teaching salaries paid during the spring 2025 semester; the revised, total payment amount is \$4,018,642.43."

"Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$123,580.63 to the total amount of faculty overload salaries paid during the spring 2025 semester; the revised, total payment amount is \$661,039.73."

3/25-5 Approval of Clinical Practice Agreements

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

Physical Therapy Assistant (1)
Pharmacy Technician (1)
Sterile Processing Technician (1)."

3/25-6 Approval of Rock Salt Contract Joint Participation Agreement with the Illinois Department of Central Management Services

"Be it resolved that the Board of Trustees of Community College District 535 approves the Rock Salt Contract Joint Participation Agreement between Oakton College and the Illinois Department of Central Management Services."

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

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye

Trustee Toussaint Aye
 Trustee Yanow Aye

The motion carried. Student Trustee Ocaña favored the resolution.

3/25-7 Authorization to Approve March Purchases

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

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
3/25-7a	1	ShareStream Cloud-Based Video on Demand – Three-Year Contract Renewal	ShareStream, LLC Reston, VA	\$60,300.00
3/25-7b	1	zSpace Learning Station Inspire 2 PRO Laptops	zSpace, Inc San Jose, CA	\$59,908.00
3/25-7c	1	Used Automotive Vehicles	To Be Determined	\$125,000.00
3/25-7d	2	Job Search Genius Software – One-Year Contract Renewal	WriteSea Group, Inc Tulsa, OK	\$30,000.00
3/25-7e	2	Renovation Services for Des Plaines Library and Learning Commons	Riley Construction Company, Inc Waukegan, IL	\$6,046,101.60
GRAND TOTAL:				\$6,321,309.60.”

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

Trustee Bashiri-Remetio Aye
 Trustee Burns Aye
 Trustee Bush Aye
 Trustee Salzberg Aye
 Trustee Stafford Aye
 Trustee Toussaint Aye
 Trustee Yanow Aye

The motion carried. Student Trustee Ocaña favored the resolution.

3/25-8 Preview and Initial Discussion of Upcoming Purchases

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

- a. Elevator Replacement – Enrollment Center
- b. Reimbursement to Educational Foundation for Blackbaud Software – Four-Year Renewal
- c. Omatic Cloud Migration for File Import Software – Three-Year Renewal Contract
- d. Batting Cage and Turf Installation
- e. Furniture for the Des Plaines Library and Learning Commons
- f. Desktop Computers for Testing Center
- g. Audio Visual (AV) Installation – Endeavor Evanston
- h. Chromebooks and iPads – Adult Education Grant
- i. Consulting Services for TargetX Customer Relationship Management (CRM) System
- j. Border Routers and Hardware Support and Maintenance
- k. Multifactor Authentication (MFA) Services Renewal

3/25-9 Authorization to Hire Vice President for Student Affairs

Trustee Bashiri-Remetio offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Dr. Bernard Little as Vice President for Student Affairs effective June 2, 2025 at an annual salary of \$195,000. That salary will be prorated for the period of June 2 through June 30, 2025.”

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

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña abstained.

3/25-10 Acceptance of Administrator Resignation

Trustee Salzberg offered: “Be it resolved that the Board of Trustees of Community College District 535 accepts the resignation of Dr. Mia Hardy effective May 16, 2025.”

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

3/25-11 Revised Authorization to Hire Full-Time, Tenure-Track Faculty Members

Trustee Stafford offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the attached resolutions for Ms. Mary Ellen Girgis effective May 19, 2025, and Mr. Vijay Shankar effective April 21, 2025 for full-time, tenure-track faculty positions for the 2024-2025 academic year. 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>
Ms. Mary Ellen Girgis	Assistant Professor Surgical Technology	A-7	\$72,223
Mr. Vijay Shankar	Assistant Professor Cardiac Sonography	B-5	\$69,458.”

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

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

3/25-12 Approval of Vision 20:30: Building Just and Thriving Communities, the College’s Strategic Plan for FY26 through FY28

Trustee Toussaint offered: “Be it resolved that the Board of Trustees of Community College District 535 approves *Vision 2030: Building Just and Thriving Communities*, the College’s Strategic Plan for FY 2026 through FY 2028 attached hereto.”

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

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

3/25-13 Approval of 2026-2027 Academic Calendar

Trustee Bush offered: “Be it resolved that the Board of Trustees of Community College District 535 approves and adopts the 2026-2027 Academic Calendar, attached hereto, as part of the office records of the College.”

Trustee Bashiri-Remetio seconded the motion and called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

3/25-14 Approval of Policy Revisions

Trustee Yanow offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the proposed revisions to policy 1011, attached hereto.”

Trustee Bashiri-Remetio seconded the motion and called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

3/25-15 Notification of Award of Grants

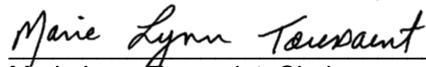
Funding has been made available to Oakton College:

- a. ICCB Trades School Round 3 Grant.....\$300,000.00
(Manager: Joyce Uriostegui / Administrator: Dr. James Rabchuk)
 - b. ICCB Expansion of ESL Services for Adult Education Providers in the Chicagoland Area Working with Asylees, Refugees, and Migrants FY25 Grant..... \$50,000.00
(Manager: Elena Smoukova / Administrator: Delia Rodriguez)
 - c. ICCB Digital Instruction for Adult Education FY25 Grant..... \$75,000.00
(Manager: Elena Smoukova / Administrator: Delia Rodriguez)
- TOTAL: \$425,000.00**

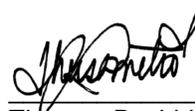
Adjournment

Chair Toussaint announced that the next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held at 6 p.m. on Tuesday, April 22, 2025 at the Des Plaines Campus.

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



Marie Lynn Toussaint, Chair



Theresa Bashiri-Remetio, Secretary

Minutes recorded by:
Beatriz Sparks
3/2025