

**The 751st Meeting
of
The Board of Trustees
January 21, 2020**



Mission, Vision, and Values Statements

Mission

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

Vision

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

Values

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

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

Approved by the Board of Trustees, March 21, 2017

**ILLINOIS PUBLIC
COMMUNITY COLLEGE
DISTRICT 535**

**THE 751st MEETING
of
THE BOARD OF TRUSTEES
JANUARY 21, 2020**

**Oakton Community College
1600 E. Golf Road
Des Plaines, Illinois 60016**

**Dinner
6:00 p.m.
Room 1502**

**Closed Session
6:30 p.m.
Room 1502**

AGENDA

1. Call to Order and Roll Call in Room 1502
2. Consideration of a motion to close the meeting to the public for the purpose of the following:
 - review closed session minutes of December 10, 2019
 - consider the appointment, employment, compensation, discipline, performance or dismissal of employees
 - pending litigation
 - collective negotiating matters
 - purchase or lease of real property for the use of the public body
3. Consideration of a motion for adjournment
4. Adjournment

**Open Session
7:30 p.m.
Board Room 1506**

AGENDA

- Call to Order and Roll Call
- Pledge of Allegiance
- V Approval of Minutes of the December 10, 2019 Board of Trustees Meeting
- Statement by the President

Student Trustee Report

Comments by the Chair

Trustee Comments

Report: Workforce Partnerships

Public Participation

NEW BUSINESS

CONSENT AGENDA

1/20-1

- a. Approval of Adoption of Consent Agenda
- b. Approval of Consent Agenda Items 1/20-2 through 1/20-10

1/20-2 Ratification of Payment of Bills for December 2019

1/20-3 Acceptance of Treasurer's Report for November 2019

1/20-4 Acceptance of Treasurer's Report for December 2019

1/20-5 Acceptance of Quarterly Report on Investments

1/20-6 Ratification of Actions of Alliance for Lifelong Learning Executive Board

1/20-7 Supplemental Authorization to Pay Professional Personnel – Fall 2019

1/20-8 Authorization to Pay Professional Personnel

1/20-9 Approval of a Clinical Practice Agreement

1/20-10 Approval of an Intergovernmental Agreement for Data Sharing

OTHER AGENDA ITEMS

- R 1/20-11 Authorization to Approve January Purchases
- a. IP Telephony Annual Maintenance and Software Assurance – One Year Contract
 - b. Engineering Services for Des Plaines Campus Pedestrian/Bicycle Pathway
 - c. Engineering Services for Des Plaines and Skokie Campus Sidewalk Repair/Replacement
 - d. Backup Software Support and Maintenance Renewal – One Year Contract
 - e. Travel for Baseball Team

- 1/20-12 Preview and Initial Discussion of Upcoming Purchases
- R 1/20-13 Approval of Extension to Tolling Agreement
- R 1/20-14 Approval of Emeritus Appointments
- R 1/20-15 Acceptance of Faculty Retirements
- R 1/20-16 Authorization to Hire a Full-time, Tenure-track Faculty Member
- V 1/20-17 Acceptance of Grants
- R 1/20-18 Approval of a New Policy

ADJOURNMENT



**Minutes of the Oakton Community College Board of Trustees Meeting
December 10, 2019**

The 750th meeting of the Board of Trustees of Community College District 535 was held on Tuesday, December 10, 2019, at the Oakton Community College Des Plaines Campus, 1600 E. Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

At 6:35 p.m. in room 1502, Chair Salzberg called the meeting to order. Trustee Stafford called the roll:

Mr. Benjamin Salzberg	Chair	Present
Ms. Martha Burns	Vice Chair	Present
Dr. Gail Bush		Present
Mr. William Stafford		Present
Ms. Marie Lynn Toussaint		Present
Dr. Wendy Yanow		Present

Trustee Bush made a motion to go into closed session under the following exceptions to the Illinois Open Meetings Act: the purpose of considering the appointment, employment, compensation, discipline, performance, dismissal of employees, review of closed session minutes and pending litigation, which was seconded by Trustee Yanow. Trustee Kotowski and Student Trustee Ozegovic were absent for the meeting.

Trustee Stafford called the roll:

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

Also present Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President, Student Affairs; Mr. Edwin Chandrasekar, Vice President, Administrative Affairs; Dr. Colette Hands, Associate Vice President, Chief Human Resources Officer; and Dr. Ileo Lott, Vice President, Academic Affairs.

At 7:35 p.m., Chair Salzberg asked for a motion to adjourn the closed session meeting. Trustee Stafford made the motion; seconded by Chair Salzberg; a voice vote was called and the meeting adjourned.

Open Session and Roll Call

Chair Salzberg called the regular meeting of the Board of Trustees to order at 7:30 p.m. in room 1506.

Trustee Stafford called the roll:

Mr. Salzberg	Chair	Present
Ms. Burns	Vice Chair	Present
Ms. Toussaint		Present
Dr. Bush		Present
Dr. Yanow		Present
Mr. Stafford		Present

Also present: Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President, Student Affairs; Mr. Edwin Chandrasekar, Vice President, Administrative Affairs; and Dr. Ileo Lott, Vice President, Academic Affairs. Trustee Kotowski and Student Trustee Adisa Ozegovic were absent for the meeting.

Pledge of Allegiance – Trustee Gail Bush

Approval of Minutes

Chair Salzberg asked for a motion for the approval of the minutes of the regular meeting of the Board of Trustees on November 19, 2019; Trustee Stafford made the motion, which was seconded by Trustee Yanow.

A voice vote was called, and the minutes were unanimously approved as presented.

Statement by the President

Dr. Smith welcomed two new employees who were attending their first Board meeting, Dr. Andrea Lehmacher, Director of Marketing and Stephen Butera, Senior Manager of Media Relations and Communication.

Dr. Smith asked for introductions of those present:

Classified Staff present included: Kathleen De Courcey, Web Communications Coordinator and President of the Classified Staff Association; Philip Cronin, Senior Media Services Technician; Eileen Cukierski, Senior Executive Assistant to the President, Secretary to the Board of Trustees; Jon McFarlane, Media Services Integration Technician.

Full-time Faculty present included: Greg Hamill, Professor, Sociology and President of the Full-time Faculty Association; Keenan Andrews, Associate Professor, Business; Mario Borha, Assistant Professor, Mathematics; Will Crawford, Professor, English; Tina Fakhrid Deen, Associate Professor, English; Melissa Mendoza, Professor Physical Therapist Assistant; Kayla Mitchell; Assistant Professor, Economics; and Bakahia Reed-Madison, Professor, Human Services and Substance Abuse Counseling.

Adjunct Faculty present included: Cheryl Thayer, Lecturer, Liberal Arts and President of the Adjunct Faculty Association; and Valerie Krejcie, Lecturer, Liberal Arts.

Administrators present included: May Alimboyoguen, Assistant Dean, Health Careers; Marc Battista, Associate Vice President, Workforce Education/Dean of Business and Career Programs; Anne Brennan, Assistant Vice President, Academic Affairs and College Transitions; Sebastian Contreras, Jr., Dean, Student Success; Rick Daniels, Director, Student Life and Campus Inclusion; Kelly Iwanaga Becker, Assistant Vice President, Institutional Effectiveness and Strategic Planning; Colette Hands, Associate Vice President, Chief Human Resources Officer; Jeffrey Hoffmann, Chief of Police and Emergency Management; Ruben Howard, Director, Workforce Development and Strategic Partnerships; Jacob Jeremiah, Assistant Dean, Library; Linda Korbel, Dean, Liberal Arts; Raymond Lawson, Dean, Online Learning; Juletta Patrick, Assistant Vice President, Student Affairs/Dean of Access, Equity and Diversity; Katherine Sawyer, Associate Vice President of Marketing and Communications, and Chief Advancement Officer; Joe Scifo, Director, Facilities; Cheryl Warmann, Registrar,

Director of Student Financial Support; Andy Williams, Controller, Budget and Accounting Services; and Ruth Williams, Assistant Vice President, Academic Affairs/Dean, Curriculum and Instruction.

Media: Steve Sabin – Pioneer Press

Dr. Smith offered condolences to Trustee Gail Bush on the passing of her mother, and to Professor Katherine Schuster on the loss of her father. Congratulations were given to Dr. Bakahia Reed-Madison, who received the Most Distinguished Women of Illinois award from the Orrington Institute. This award recognizes world-class women in Illinois who have displayed the highest level of leadership, whose commitment to excellence is empowering, and whose achievements are unparalleled. In November, the College received the Reflecting Excellence Award for its contributions to the Latinx community by Reflejos, a bilingual weekly newspaper that has been serving the Chicago suburban Latinx market for over twenty years. Dr. Smith thanked the Ceramics Club, and all who participated in the December 7th Empty Bowls event, which raised thousands of dollars to support local food charities. Dr. Smith also thanked all who attended the Ecological Restoration Day; where students, faculty and staff worked together in the forest preserve doing important clean up. The nurses pinning ceremony was held on December 12th. Dr. Smith noted that Oakton's nursing program was recently ranked fifth in Illinois. On December 12th and 13th, Futures Unlimited, an educational program that provides 8th grade girls in the district exciting opportunities to explore diverse careers in science, technology, engineering and math, will be held at the Des Plaines campus. The current exhibit at the Koehnline Museum of Art is 'From Sorrow to Triumphant Joy: The Art of David Bekker', who produced images of human suffering and painted murals in Illinois public buildings; the exhibit runs through January 24, 2020. In closing, Dr. Smith wished everyone a wonderful holiday season filled with the joy of celebrating traditions with family and friends, and the hope for peace in the New Year.

Educational Foundation Liaison Report

Trustee Stafford reported that the Educational Foundation has raised \$486,004 to date this fiscal year, which is 91% to their goal of \$536,000. Notable gifts since November's update include a \$30,000 gift from the Wentcher Foundation to support scholars studying at Oakton this academic year, and a \$10,000 gift from Foundation Board Director Julie Fenton and her husband Stuart, to start an endowed scholarship in the name of Julie's parents to support students with financial needs who are studying in health careers or business. The Foundation participated in #GivingTuesday on December 3rd, and an End-of-Year Appeal has been sent to past donors and alumni supporters. The Foundation's Board of Directors had a meeting on December 4th where they approved nearly \$200,000 to continue to underwrite high school senior scholarship programs in FY21; adopted five new policies including Whistleblower, Public Information, Document Retention and Destruction, Current Use Fund, and Endowment, and quarterly meeting dates for fiscal year 2021. The Board is sending three officers, along with Katherine Sawyer, to the Association of Governing Board's Foundation Leadership Forum in January. Currently, there are sixteen voting members. The next Foundation Board meeting will take place on March 4, 2020.

Student Trustee Report

In Adisa Osgovic's absence, Dr. Karl Brooks read her report into the record: This past month, students have spent much of their time wrapping up the semester and preparing for finals, which are taking place this week. #StudyBreakfast where students joined together to eat breakfast while participating in a number of games and activities in order to de-stress and prepare for their upcoming tests and projects; tutoring was also available to help students obtain further assistance if needed for their finals. Furthermore, students involved in Students for Global Health and Sustainability (SGHS) raised over \$400 for the Spirit of Haiti, a fundraiser devoted to ensuring children in Haiti get an education. Finally, students are spending the last few days of the semester and likely their time off, to complete last minute transfer applications, including their financial aid paperwork, as they prepare for the much-anticipated holiday break.

Comments by the Chair

Chair Salzberg wished Happy Holidays and New Year to the Oakton family and the Board of Trustees.

Trustee Comments

Trustee Burns was grateful to have a place on the agenda for Trustees to make comments, and she wished everyone a wonderful holiday season.

Report: Equity at Oakton

Dr. Ileo Lott, Vice President of Academic Affairs, thanked the Board and Dr. Smith for the opportunity to present the report on Equity at Oakton. The report touched on the topics of institutional equity, All College Learning Day, which was held on October 24, 2019, and the ILEA (Illinois Equity in Attainment) Equity Plan. In 2018, the College made strategic commitments with equity as the foundation. Dr. Lott read in part, what the College's strategic plan says about equity: "We will create an environment that supports the inclusion, engagement, and learning of all students through resource allocation, curriculum development, inclusive policies and procedures, and ongoing support." "We explore models that increase faculty participation and high impact practices that diminish opportunity gaps and encourage success of all students." Through collaboration and meeting with internal groups such as faculty and staff through the SST (Student Success Team), there became an awareness that equity is not linear and people might need varying levels of equity. Dr. Lott said that we are sticking with the theme of curricular pathways but expanded our vision into what we call the Oakton Experience. Collaboratively, the SST defined the Oakton Experience, "rooted in equity, the Oakton Experience is dedicated to intentional engagement by faculty and staff to support students as they successfully enter an individualized path, navigate college, grow academically and socially, and transition to their desired next step." Dr. Lott noted that we do not know all there is to know about equity. One of the things that was decided was to have an All College Learning Day, which originated out of an agreement between the administration and faculty for faculty professional development. Dr. Smith encouraged us to expand that opportunity to every employee at the College, and what was developed, was a thematic professional development program for everyone at the College. Under Dr. Smith's leadership, we decided that equity should be our inaugural topic for that day, in part to honor our commitment to equity, and to help us begin to operationalize how we are implementing equity.

Dr. Colette Hands, Associate Vice President, Chief Human Resource Officer, next spoke about All College Learning Day. The idea was adapted and expanded from a faculty professional development concept. Dr. Hands acknowledged the Committee members for College Learning Day 2019. There were twenty-two individual sessions that were focused on equity, offered multiple times for a total of forty sessions, and there were seventeen individuals/organizational presenters. We made the commitment this year to have all outside speakers so that the entire College could engage in learning that day. Between staff, faculty, adjunct faculty, administrators, and Board members, there were over 600 participants. Feedback from the day included four main points regarding people's thoughts about equity at Oakton after the day's events. Of those that responded to the survey, eighty-three percent stated that they can identify ways in which they can improve equity for Oakton students in their daily work; seventy-three percent stated that they feel more comfortable actively engaging in future conversations and professional development related to equity; eighty-five percent were satisfied or very satisfied with the day overall. Prior to Learning Day, we shared the definition of equity with the College community and at that time, only fifty-seven percent were able to identify Oakton's definition, but after that day, that number rose to seventy-one percent. As part of the processing of the event, we started to look at considerations for the future. The Committee began reviewing lessons learned and thinking about what we could do with our future Learning Days. Dr. Hands framed the topics that were discussed using an equity lens. Five main planning points for the day included the location of the event, employee engagement and participation, student employee participation, committee membership and make-up, and financial investment. Location and employee engagement go hand-in-hand. It was wonderful to be able to utilize our own space; however, by having it on campus, there were still employees that needed to work that day to ensure the day went smoothly. Those

individuals such as committee members, the logistics team, IT, Media Services, Facilities staff, daytime and overnight shifts, were not able to fully participate in the day. She noted that we would need to keep this in mind for future events. It was our hope to have student employees that were usually scheduled to work that day, work Learning Day. Unfortunately, not many took us up on the offer. Dr. Hands closed by speaking about the financial investment related to Learning Day. This year Learning Day was celebrated and executed in a big way, the College made a substantial financial investment and commitment to support the professional development of the employees. We need to think about the sustainability of this model, yet still be committed to professional development of our employees. Dr. Hands expressed her gratitude to the Board for supporting this effort in making this day happen.

Next, Dr. Hands introduced Juleta Patrick, Assistant Vice President of Student Affairs and Dean of Access, Equity and Diversity, who spoke about ILEA and why Oakton chose to partner with this group. ILEA is the signature initiative of the Partnership for College Completion (PCC), whose goal is to catalyze and champion policies, systems, and practices, that ensure all students can graduate from college and achieve their career aspirations. ILEA and PCC have set a goal to eliminate institutional achievement gaps in college degree completion for low-income, first generation, Latinx and African-American students in Illinois by 2025. ILEA has helped the College streamline and focus our activities around equity in order to achieve our equity related goals. This focus comes in the form of the ILEA equity plan. The ILEA plan serves as a roadmap and outline for how Oakton will work toward closing gaps in degree attainment for low-income Black and Latinx students. The goal of the ILEA plan is to eliminate disparities in degree completion rates on our campus between African-American and White students, between Latinx and White students, and between low-income and higher income students. The plan includes four major components: Current State, Oakton Experience aligned Institutional Strategies, Interim Benchmark Goals, and Evaluating Impact. Ms. Patrick referred to charts, which depicted Oakton's current state for Black and Latinx students, which showed equity gaps in graduation or completion rates as compared to white students. The trends are clear, for White students, the rate has hovered around twenty percent for the last four cohorts, in contrast, there is an upward trend for Black and Latinx students over the same time period. Therefore, the equity gaps in this metric have decreased but are not entirely gone. In terms of our Pell eligible students, the current state for Pell eligible students when comparing the four-year graduation rates of Pell and non-Pell recipients is such that students who receive Pell grants are more likely to graduate in four years than non-Pell recipients. The graduation rates for both groups have been increasing over the last four cohorts. This data shows that equity gaps do not exist for Pell or low-income students.

As Dr. Lott alluded to earlier in the presentation, all of the strategies included within the ILEA equity plan are rooted in and aligned with the principles of the Oakton Experience and are designed to improve student success for all students at Oakton, with a particular focus on providing equitable access and support to Black and Latinx students. Ms. Patrick touched on a few examples of the strategies that were chosen to be included in the ILEA plan. The Faculty Persistence Project, Educational Plans, Multiple Measures, Co-requisite model for English courses, and the Math Emporium. Ms. Patrick next spoke about ANDALE (Association to Nurture and Develop the Advancement of Latinx in Education) as one of the College's co-curricular strategies, which began in the 2012-2013 academic year. It provides intrusive and individualized support needed to access Oakton and persist to completion where many opportunities are offered such as workshops that provide leadership development, academic advising, tutoring and student group support, participation in community service projects, networking and interacting with Latinx role models. They also learn about opportunities for scholarships and much more. Participation of Latinx students in ANDALE has increased from twelve students in 2013, to sixty-two in 2017. Through the ILEA plan, Oakton intends to scale the ANDALE program, continue its growth, and achieve set persistence and completion goals.

The final strategy is one that provides a support program similar to the ANDALE program, but for Black students. Oakton seeks to provide social enrichment and academic support to Black students through a program that offers intensive activities which includes partnering with appropriate Oakton departments to assist with

Black student recruitment to the College and into this program, attending mandatory weekly study sessions, receiving intentional academic advising, engaging with faculty, staff and administrators across the College through career related internships, networking activities, study abroad and volunteer research opportunities, financial assistance and literacy education and training, understanding United States history as related to the plight of Blacks in American society, and the historic and modern day Black experience outside of slavery and the civil rights movement. There will be opportunities for developing notetaking skills, test taking, time management skills, and supporting students as they learn the rhythm of the college workflow. There will also be opportunities for free expression through music and social gatherings to build a sense of belonging and a welcoming atmosphere. Because of the implementation of the aforementioned strategies, Oakton will use benchmarks to reduce and eliminate equity gaps for Black and Latinx students. The goal of the equity plan is to close equity gaps in completion. Ms. Patrick said that after sharing a working draft of the ILEA equity plan, the College community was invited to provide feedback on the plan. Ms. Patrick shared some of the feedback that was received. This feedback was given to the Strategic Planning Accountability and Resource Committee (SPARC), to be used in the development of a more expansive Oakton equity plan that will be more inclusive of the student populations mentioned. In closing, Ms. Patrick said that the ILEA equity plan is quite prescriptive, and will be used to expand and create a larger Oakton equity plan. SPARC will continue to review feedback from the College community and evaluate the ILEA equity plan strategies with a lens toward expansion to other student populations, and we look forward to equity success ahead as SPARC embarks upon the creation of the Oakton equity plan.

Trustee Bush asked for some details about the Math Emporium that was mentioned as one of the College-wide strategies. Professor Mario Borha replied that when they saw the feedback from the ILEA plan, they used it to generate similar types of ideas. Looking at creating co-requisite courses, namely our high enrollment courses, our Math 140, 131, and 122. Professor Borha said that we are also looking at modifying the emporium model because we did not want it to go away completely as it is a high impact practice, but we are looking to tailor it to catch the students who are currently falling through the cracks. We are also looking at creating a peer-mentoring program for developmental students. Trustee Yanow said that this is wonderful approach and appreciates all of the work. She was interested in the co-requisite model and asked about learning styles. Professor Borha noted that the emporium model is very good for empowering students so that they can work at their own pace. There are certain students that need extra help with some of those non-cognitive factors such as time management, motivation, resilience, etc. Dr. Lott added that some of the issues with math broke down to classroom design. The department chair has worked with Director of Facilities Joe Scifo, on room design, going for more of a differentiated instruction model.

Trustee Burns commented on the ANDALE program and asked why a similar program for Black students has not yet been established, given the fact that there have been Black students at Oakton for years that were similarly situated as the Latinx students. Why is it that in 2019 we are now identifying that we need something like ANDALE, which is an institutional student support program. Dr. Smith commented that a faculty member at Oakton in 2012 initiated the ANDALE project. Trustee Burns asked when this program is going to roll out for Black students. Ms. Patrick replied that the hope is to have it established and going in fall of 2020. Trustee Burns continued that in her opinion, this is elementary in terms of the fact that we have had Black students at the College for years and this does speak to her because she is Black, and there are a lot of young people that are Black that are struggling and they are looking for educators to make a real significant difference in their lives and we should have had this up and running ten years ago. She expressed that as educators, many with Ph.D.'s, we have a responsibility to do our best, and the fact that a program like this is still not available, falls short for a demographic that we know has struggled for the past 300 years in this county. Trustee Burns hopes that this attention, urgency, and focus will be given to Black students.

Trustee Bush asked about the institutional strategy related to Educational Plans. Districts 65 and 202 create their own institutional plans, all the high school districts have educational plans, and in the Evanston district, the number of students coming out with educational plans varies greatly based on race. She asked that in relation to where the students are coming from, how they synchronize with Oakton's educational plans. Dr. Smith noted that when a student meets with an academic advisor they work on an educational plan based on the student's goals. Dr. Smith commented that this has not been mandatory or a required component for students when they come to Oakton, but the data is compelling that students who have an educational plan, meet regularly with their advisor, stay on track and are much more likely to persist and complete. We have a goal of seventy-five percent of our students having an educational plan this year and that is why we have made a commitment to hire more academic advisors this year. Dr. Smith said that when she meets with our high school superintendents, we talk to them about the fact that we are establishing educational plans as we want to make sure that our plans, and the high school's plans, feeds into and forms the language that we use which will then also transfer to the four-year institutions.

Chair Salzberg commented that the All College Learning Day was fantastic and going down the road, we do have to be inclusive to everyone. It is important to bring the people who are lagging behind up and it is something that should have been done many years ago. Trustee Bush commented that Learning Day was a unique and wonderful experience, very enlightening and inspirational. She was in a number of sessions that brought up many emotions and she was wondering what happens next. Dr. Hands replied that as part of the follow-up to Learning Day, she has worked with Ms. Patrick and her office to have some processing days, which will be coming up in the spring term.

Public Participation - None

New Business

12/19-1a Approval of Consent Agenda

Trustee Burns offered:

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

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

12/19-1b Approval of Consent Agenda Items 12/19-2 through 12/19-5

Trustee Bush offered:

"Be it resolved that the Board of Trustees of Community College District 535 approves the following items 12/19-2 through 12/19-5 as listed in the Consent Agenda."

12/19-2 Ratification of Payment of Bills for November 2019 (Including Approval of Travel)

"Be it resolved that the Board of Trustees of Community College District 535 hereby ratifies expenditures and release of checks by the Treasurer of Community College District 535 in the amount of \$9,416,663.12 for all check amounts and for all purposes as appearing on a report dated November 2019."

12/19-3 Ratification of Actions of the Alliance for Lifelong Learning Executive Board

"Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a and b, and hereby approves the expenditures in the amount not to exceed \$6,768.25 for all funds listed in item a."

a. Salary payments in the amount of \$6,768.25 for part-time teaching services for the Alliance for Lifelong Learning Fall 2019.

b. Salary rescinds in the amount of \$1,956.71 for part-time teaching services for the Alliance for Lifelong Learning Fall 2019.

12/19-4 Supplemental Authorization to Pay Professional Personnel – Fall 2019

1. "Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$47,141.01 to the total amount of part-time teaching salaries paid during the fall 2019 semester; the revised total payment amount is \$4,039,768.07."

"Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$10,753.60 to the total amount of faculty overload salaries paid during the fall 2019 semester; the revised total payment amount is \$508,560.00."

12/19-5 Approval of Clinical Practice Agreements

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

Medical Laboratory Technology: Walgreens

Early Childhood Education: Goddard School of Skokie; Unity Preschool; and Wesley Child Care Center."

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

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

Motion carried.

12/19-6 Approval of Board Meeting Schedule for Calendar Year 2020

Trustee Yanow offered:

"Be it resolved that the Board of Trustees of Community College District 535 hereby approves the established calendar of meetings of the Board for the 2020 calendar year for public notice as follows:

January 21, February 18, March 17, April 21, May 12, June 30, August 18, September 15,

*October 20, November 17, and December 15.

*Please note that the October 20 Board meeting will be held at the Skokie campus of Oakton Community College, 7701 N. Lincoln Avenue, Skokie, Illinois, in room P104, beginning at 7:30 p.m., except where otherwise posted as required by law.

All other meetings will begin at 7:30 p.m. in room 1506 at the Des Plaines campus Oakton Community College, 1600 E. Golf Road, Des Plaines, Illinois, except where otherwise posted as required by law."

Trustee Bush seconded the motion. It was noted that the 2020 dates were originally decided on at the April 23, 2019 Board of Trustees reorganizational meeting.

Trustee Stafford called the roll:

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

Trustee Burns seconded the motion; Trustee Stafford called the roll:

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

Motion carried.

12/19-10

Approval of Temporary Leave

Trustee Burns offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves a temporary leave for professional purposes for Tina Fakhrid-Deen for January 16 – February 17, 2020.”

Trustee Yanow seconded the motion.

Dr. Ileo Lott, Vice President of Academic Affairs, commented that this is a very prestigious award Professor Fakhrid Deen has been awarded. She was selected from among 2,000 people to win this award and this will give her an opportunity to complete and start some new creative works. Dr. Lott noted that in her spare time, she found us the fabulous keynote speaker for All College Learning Day. Trustee Bush congratulated Professor Fakhrid Deen on this award, saying it is inspirational to all of us to see our faculty aspire in this way, you make us proud, and we are excited for you.

Trustee Stafford called the roll:

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

Motion carried.

12/19-11

Approval of a New Unit of Instruction

Trustee Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following new unit of instruction: Cannabis Transportation, Logistics, and Supply Chain Management Certificate.”

Trustee Yanow seconded the motion.

Chair Salzberg said that he is thrilled that Oakton has been progressive about adding courses like this one, and is proud to see that we are going out there and achieving what the community wants.

Trustee Stafford called the roll:

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

The motion carried.

12/19-12 Approval of New Policies

Trustee Bush offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves new Board Policy 3037 for the Business Enterprise Program, and also approves new Board Policy 8013 for the Library Institutional Archives Collection Development.”

Trustee Burns seconded the motion; Trustee Stafford called the roll:

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

Motion carried.

12/19-13 Introduction of New Policy Statement – First Read

Trustee Stafford offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for review the proposed new policy 1120 in support of Free Speech and Expression with action to take place at the next regularly scheduled Board meeting, January 21, 2020.”

A voice vote was called and the motion passed unanimously.

12/19-14 Acceptance of Grants

Trustee Yanow offered:

"Be it resolved that the Board of Trustees of Community College District 535 accepts the attached resolutions, 12/19-14a and 12/19-14b, for the following grants:

- a. Illinois Secretary of State sub-award through Illinois Green Economy Network (IGEN) - General Members Grant..... \$960.00
 - b. The National Girls Collaborative (NGC) – Mini-Grant..... \$400.00
- for a total of \$1,360.00.”

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

Adjournment

The next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held on Tuesday, January 21, 2020, beginning at 7:30 p.m. at the Des Plaines campus, 1600 E. Golf Road, in room 1506.

Trustee Stafford made a motion to adjourn the meeting, which was seconded by Trustee Burns; a voice vote was called and the meeting was adjourned at 8:50 p.m.

Benjamin Salzberg, Chair

William Stafford, Acting Board Secretary

ec
12/2019

A video recording of the meeting was made and is available by calling the Media Services office at (847) 635-1998.

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 1/20-2 through 1/20-10

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 1/20-2 through 1/20-10 as listed in the Consent Agenda:

- 1/20-2 Ratification of Payment of Bills for December 2019
- 1/20-3 Acceptance of Treasurer’s Report for November 2019
- 1/20-4 Acceptance of Treasurer’s Report for December 2019
- 1/20-5 Acceptance of Quarterly Report on Investments
- 1/20-6 Ratification of Actions of Alliance for Lifelong Learning Executive Board
- 1/20-7 Supplemental Authorization to Pay Professional Personnel – Fall 2019
- 1/20-8 Authorization to Pay Professional Personnel
- 1/20-9 Approval of a Clinical Practice Agreement
- 1/20-10 Approval of an Intergovernmental Agreement for Data Sharing.”

Ratification of Payment of Bills for December 2019

The check register detailing the regular monthly bills for December 2019 was sent out on January 17, 2020. The totals by fund are on page 2. This includes approval of travel reimbursements for December 2019.

Board Chair

Board Secretary

EC:mw

President's Recommendation: (if not adopted in the Consent Agenda)

That the Board adopt the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 hereby ratifies expenditures and release of checks by the Treasurer of Community College District 535 in the amount of \$6,296,771.15 for all check amounts as listed and for all purposes as appearing on a report dated December, 2019."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535

I hereby certify that materials and/or services for the Education Fund, Operations, Building and Maintenance Fund, Operations, Building and Maintenance Fund (Restricted), Auxiliary Enterprise Fund, and Restricted Purposes, Working Cash, Trust/Agency, Audit, Liability, Protection & Settlement, and Social Security Medicare Fund, and also includes approval of travel reimbursements for December 2019, represented by checks on pages 1-83 numbered 145468-145483, 145485-145557, 145559-145573, 145575-145590, 145592-145613, 145616-145641, 145643-145647, 145649-145657, 145659-145664, 145666-145682, 145684-145685, 145687-145710, 145712-145768, 145770-145775, 145777-145800, 145802-145843 and 145845-146127 on the check register, have been received, supporting invoices audited and that these checks were in order for issuance and are hereby listed for ratification by the Board of Trustees.



Treasurer, Oakton Community College District 535

RECAPITULATION

Fund	Gross Payroll	Accounts Payable	Sub-Total	Voided Checks	Total
Education	\$ 3,691,314.08	\$ 870,366.63	\$ 4,561,680.71	-	\$ 4,561,680.71
Operations, Building and Maintenance Fund	\$ 349,171.38	\$ 203,751.71	\$ 552,923.09	-	\$ 552,923.09
Maintenance Fund (Restricted)	-	\$ 561,014.93	\$ 561,014.93	-	\$ 561,014.93
Bond & Interest	-	-	-	-	-
Auxiliary Enterprise	\$ 227,374.85	\$ 208,746.79	\$ 436,121.64	-	\$ 436,121.64
Restricted purposes	\$ 143,717.20	\$ 13,856.40	\$ 157,573.60	-	\$ 157,573.60
Working Cash	-	-	-	-	-
Trust/Agency	\$ 206.25	\$ 2,883.38	\$ 3,089.63	-	\$ 3,089.63
Audit	-	\$ 19,500.00	\$ 19,500.00	-	\$ 19,500.00
Liability, Protection & Settlement	-	\$ 4,867.55	\$ 4,867.55	-	\$ 4,867.55
Social Security/Medicare	-	-	-	-	-
Loan	-	-	-	-	-
TOALS	\$ 4,411,783.76	\$ 1,884,987.39	\$ 6,296,771.15	\$ -	\$ 6,296,771.15
Student Government	\$ 277.81	\$ 62,981.11	\$ 63,258.92	-	\$ 63,258.92
TOTAL PER REPORT	\$ 4,412,061.57	\$ 1,947,968.50	\$ 6,360,030.07	\$ -	\$ 6,360,030.07

STUDENT GOVERNMENT AFFIDAVIT
OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535

Certification of Treasurer

I hereby certify that materials and/or services represented by checks on pages 1-83 numbered 145467, 145484, 145558, 145574, 145591, 145614, 145615, 145642, 145648, 145658, 145665, 145683, 145686, 145711, 145769, 145776, 145801, 145844, 145849, 145869, 145900, 145937, 145954, 145979 and 146056 have been received, supporting invoices audited and that these checks were in order for issuance and are hereby listed for ratification by the Student Government.



Treasurer, Community College District 535

Approval of Expenditures

The Student Government of Community College District 535 hereby ratifies expenditures in the amount of \$63,258.92 for student activities as listed, and ratifies release of these checks as listed above by the Treasurer of Community College District 535 for all purposes as appearing on a report dated December, 2019.

Student Government Association

Acceptance of Treasurer's Report for November 2019

The Treasurer's comments that highlight the significant areas for this report are on page 3. The President asks that questions on the general significance of this month's report be directed to her with the understanding that she will refer questions of detail to the Treasurer for amplification.

EC: mw

President's Recommendation: (if not adopted in the Consent Agenda)

That the Board adopts the following resolution:

"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 November 2019."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

November 2019

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

Treasurer's Comments on November 2019 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$1.4 million in tuition and fees, \$170,000 in property taxes, and \$163,000 in interest earnings. In accordance with the bond payment schedule, Oakton paid principal and interest on three outstanding bond issues in late November for a total of \$2.4 million.

Net cash and investments decreased by \$11.0 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 November, revenues were \$45.1 million or 98% of the prorated budget, compared to \$44.3 million, or 116% for the previous year. Tuition and fees totaled \$20.6 million year to date, or 95% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures of \$29.8 million are attributed to expected operating costs. The operating expenditures are \$1.0 million (3.5%) above prior year's actual expenditures of \$28.8 million for the same period. Net transfers total \$3.3 million as budgeted.

OAKTON COMMUNITY COLLEGE
 FINANCIAL POSITION OF FUNDS AS OF
 NOVEMBER 30, 2019
 (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	\$ 1,471	\$ 39	\$ 136	\$ 511	\$ -	\$ (140)	\$ -	\$ 654	\$ 2,490	\$ 5,161
Taxes Receivable	549	111	-	47	-	-	-	1	-	708
Student Tuition Receivable	6,252	-	-	-	-	342	-	-	-	6,594
Government Funds Receivable	-	-	-	-	-	654	-	-	-	654
Accrued Interest	552	76	75	-	-	26	-	3	69	801
Other Receivables	386	-	-	-	-	78	-	-	-	464
Investments										
Short-term	63,910	9,173	6,532	-	-	1,813	-	367	10,704	92,499
Long-term	21,162	3,100	2,227	-	-	719	-	113	3,196	30,517
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepays	421	-	23	-	28	881	-	-	-	1,353
Total Current Assets	80,203	12,499	8,993	558	28	18,873	-	1,138	16,459	138,751
Net Investment in Plant	-	-	-	-	-	-	116,467	-	-	116,467
Total Assets	\$ 80,203	\$ 12,499	\$ 8,993	\$ 558	\$ 28	\$ 18,873	\$ 116,467	\$ 1,138	\$ 16,459	\$ 255,218
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	2,122	2,122
Total Assets and Deferred Outflows of Resources	\$ 80,203	\$ 12,499	\$ 8,993	\$ 558	\$ 28	\$ 18,873	\$ 116,467	\$ 1,138	\$ 18,581	\$ 257,340
LIABILITIES AND NET POSITION										
Payables	\$ 309	\$ 11	\$ 29	\$ -	\$ -	\$ 24	\$ -	\$ -	\$ -	\$ 373
Accrued Interest Payable	-	-	-	-	111	-	-	-	-	111
Deferred Tuition Revenue	1	-	-	-	-	56	-	-	-	57
Accruals	2,230	237	32	-	-	223	-	-	-	2,722
Bonds Payable	-	-	-	-	32,368	-	-	-	-	32,368
OPEB Liability	-	-	-	-	-	-	-	-	43,728	43,728
Total Liabilities	2,540	248	61	-	32,479	303	-	-	43,728	79,359
Deferred Inflows of Resources - Property Taxes	3,494	673	-	297	-	-	-	8	-	4,472
Deferred Inflows of Resources - CIP	-	-	-	-	-	-	-	-	5,360	5,360
Total Liabilities and Deferred Inflows of Resources	6,034	921	61	297	32,479	303	-	8	49,088	89,191
Net Position										
Unrestricted	74,169	11,578	8,932	-	-	4,049	-	-	(30,507)	68,221
Restricted	-	-	-	-	-	14,521	-	1,130	-	15,651
Debt Service	-	-	-	261	(32,451)	-	-	-	-	(32,190)
Plant	-	-	-	-	-	-	116,467	-	-	116,467
Total Net Position	74,169	11,578	8,932	261	(32,451)	18,570	116,467	1,130	(30,507)	168,149
TOTAL LIABILITIES & NET POSITION	\$ 80,203	\$ 12,499	\$ 8,993	\$ 558	\$ 28	\$ 18,873	\$ 116,467	\$ 1,138	\$ 18,581	\$ 257,340

Deferred Inflows of Resources - Property Taxes

Deferred Inflows of Resources - CIP

Total Liabilities and Deferred Inflows of Resources

Net Position

Unrestricted

Restricted

Debt Service

Plant

Total Net Position

TOTAL LIABILITIES & NET POSITION

OAKTON COMMUNITY COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
FIVE MONTHS ENDED NOVEMBER 30, 2019

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
REVENUES (cash and accrual basis)					
Property Taxes (accrual basis)	\$ 50,183	\$ 20,910	\$ 20,915	100%	99%
Replacement Tax	950	396	468	118%	75%
State Revenue	4,708	1,962	1,803	92%	171%
Tuition and Fees	24,316	21,630	20,559	95%	133%
Other	2,140	892	1,346	151%	154%
TOTAL REVENUES	\$ 82,297	\$ 45,789	\$ 45,091	98%	116%
EXPENDITURES (accrual basis)					
Instructional	\$ 32,060	\$ 13,358	\$ 13,838	104%	102%
Academic Support	17,486	7,286	6,917	95%	89%
Student Services	7,134	2,973	2,589	87%	88%
Public Services	1,286	536	493	92%	95%
Operations and Maintenance	8,018	3,341	2,790	84%	80%
General Administration	5,308	2,212	2,206	100%	82%
General Institutional	2,303	960	896	93%	141%
Contingency	956	398	-	0%	0%
TOTAL EXPENDITURES	\$ 74,551	\$ 31,063	\$ 29,729	96%	93%
Revenues over (under) expenditures	7,746	14,726	15,362		
Net Fund transfers					
To Retiree Health Insurance Fund	(4,500)	(1,875)	(1,875)		
To Auxiliary Fund and Alliance	(2,059)	(858)	(858)		
To Restricted Purpose Fund	(100)	(42)	(42)		
To Liability, Protection & Settlement Fund	(581)	(242)	(242)		
To Social Security/Medicare Fund	(796)	(332)	(332)		
From Working Cash Fund: Interest	290	121	121		
Total Transfers	\$ (7,746)	\$ (3,228)	\$ (3,228)		
Net Revenue over (under) expenditures	\$ -	\$ 11,499	\$ 12,135		

**OAKTON COMMUNITY COLLEGE
REVENUES AND EXPENDITURES
FIVE MONTHS ENDED NOVEMBER 30, 2019**

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget	
REVENUES				
Debt Certificates 2020	\$ 20,000	\$ -	0%	
Construction Fee	335	\$ 266	79%	
Interest and Investments Gain/Loss	41	138	337%	
Total revenues	<u>20,376</u>	<u>404</u>	<u>2%</u>	
EXPENDITURES				
Student Street Renovation	1,000	-	0%	
Sanitary Lift Station	25	23	92%	
RHC HVAC System	50	-	0%	
West End Remodeling - A/E Fees	1,000	340	34%	
West End Remodeling - Phase 2	3,500	1,127	32%	
Natural Area Restoration	224	45	20%	
Supplementary Water Connection	50	-	0%	
Landscape Improvements	250	53	21%	
Capital Equipment	800	81	10%	
Switchgear Upgrades - DP	150	35	23%	
Interior Remodeling	21	15	71%	
Fire Alarm Panel Replacement	80	-	0%	
Flooring - Carpet Replacement	735	236	32%	
Skokie Classroom Furniture	25	-	0%	
Lee Center Vestibule Curtain	70	-	0%	
Hardware Replacement/Master Keying	450	-	0%	
Baseball Field Fence Replacement	61	-	0%	
Exterior Envelope/Window Replacement	680	-	0%	
Skokie Remodeling Projects	5,345	51	1%	
Field Irrigation	100	-	0%	
Cafeteria Remodeling - DP	1,981	-	0%	
Camera Replacement	500	-	0%	
Main Entrances & Monument Signs	1,535	7	0%	
Project Management Services	225	102	45%	
Total expenditures	<u>18,857</u>	<u>2,115</u>	<u>11%</u>	
Transfer in	-	-	0%	
Net	<u>\$ 1,519</u>	<u>\$ (1,711)</u>	<u>(113%)</u>	

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,417	\$ 862	61%	36%
Workforce Development	140	21	15%	15%
Copy Center	230	75	33%	32%
Travel	10	11	110%	110%
Athletics	20	11	55%	370%
Child Care	334	208	62%	47%
PAC Operations	16	5	31%	25%
Other	142	71	50%	70%
Interest and Investments Gain/Loss	75	45	60%	55%
Total revenues	<u>2,383</u>	<u>1,309</u>	<u>55%</u>	<u>35%</u>
EXPENDITURES				
Bookstore Operating Expenses	1,365	522	16%	18%
Workforce Development	300	74	25%	35%
Copy Center	335	153	46%	43%
Travel	-	-	0%	
Athletics	1,283	476	37%	46%
Child Care	465	185	40%	34%
PAC Operations	99	34	34%	41%
Other	340	63	19%	36%
Total expenditures	<u>4,187</u>	<u>1,507</u>	<u>36%</u>	<u>35%</u>
Transfers in (out)	<u>1,645</u>	<u>685</u>		
Net	<u>\$ (159)</u>	<u>\$ 487</u>		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
FIVE MONTHS ENDED NOVEMBER 30, 2019**

	Operating Budget (000)	Prorata Budget (000)	Actual (000)	Actual As a% Budget	Last Year
<u>REVENUES</u>					
State Revenue	\$ 680	\$ 283	\$ 286	42%	74%
Tuition and Fees	1,082	451	543	50%	55%
Sale of Materials	49	20	18	37%	43%
Institutional Support					
Evening High School	100	42	38	38%	0%
Other Revenues	101	42	23	23%	35%
Total revenues	<u>2,012</u>	<u>838</u>	<u>908</u>	<u>45%</u>	<u>54%</u>
<u>EXPENDITURES</u>					
Administrative Support	1,443	601	477	33%	28%
Instructional Programs					
Allied Health	204	85	71	35%	34%
Job-related	238	99	29	12%	9%
Home Related	7	3	1	14%	29%
Personal	36	15	12	33%	39%
Community Service	43	18	2	5%	5%
High School Programs	118	49	28	24%	25%
GED Programs	3	1	-	0%	0%
Kids/Youth Program	27	11	17	63%	50%
ESL Programs	147	61	51	35%	40%
Total Programs	<u>823</u>	<u>343</u>	<u>211</u>	<u>26%</u>	<u>27%</u>
Total expenditures	<u>2,266</u>	<u>944</u>	<u>688</u>	<u>30%</u>	<u>28%</u>
Revenue over (under) expenditures	<u>\$ (254)</u>	<u>\$ (106)</u>	<u>\$ 220</u>		
Transfer in	414	173	258		
Net	160	67	478		

OAKTON COMMUNITY COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
FIVE MONTHS ENDED NOVEMBER 30, 2019

	Program Generated Revenue	Revenue Allocated to Programs	Total Revenue and Allocation	Expenditures	Program Net Fav (Unfav)
Activity fees	\$ 396,765				
Interest income	1,838				
Sub total revenues	<u>398,603</u>				
369901 Student Government Association	300	138,000	138,300	(19,108)	119,192
369910 Occurrence	-	-	-	(3,440)	(3,440)
369919 Skokie Events Team	-	-	-	(11,449)	(11,449)
369920 SGA College Program Board	-	-	-	(1,115)	(1,115)
369923 Global Health and Sustainability	1,078	3,832	4,910	(16)	4,894
369924 Hawaiian Music Club	90	371	461	(366)	95
369930 Early Childhood Education Club	75	1,909	1,984	-	1,984
369932 Ceramics Club	-	761	761	(140)	621
369933 UNICEF	891	-	891	-	891
369943 Japanese Culture Club	90	-	90	-	90
369944 South Asian Club	267	100	367	(44)	323
369945 Physical Therapy	1,462	1,467	2,929	(1,205)	1,724
369946 Phi Theta Kappa (PTK)	2,401	-	2,401	(1,088)	1,314
369947 Oakton Pride Club	15	809	824	-	824
369950 Hispanic Club	187	1,043	1,230	-	1,230
369951 Society of Women Engineers	107	-	107	-	107
369952 Student Nurses May 2019	403	4,792	5,195	-	5,195
369954 Kpop Club	-	469	469	(14)	454
369957 Student Nurses Dec 2018	1,336	-	1,336	-	1,336
369959 Black Student Union	75	2,130	2,205	-	2,205
369960 Muslim Student Association	-	2,198	2,198	-	2,198
369964 Oakton Helping Others	-	2,099	2,099	-	2,099
369971 Habitat for Humanity	209	645	854	-	854
369974 Veterans Club	438	1,271	1,708	-	1,708
Sub Totals	<u>9,424</u>	<u>161,894</u>	<u>171,318</u>	<u>(37,984)</u>	<u>133,335</u>
Fund Summary					
Total Revenues	\$ 408,027				
Total Expenditures	(37,984)				
Total Transfers to other funds	-				
Excess revenues over expenditures	370,044				
Net Position 6/30/19	671,235				
Net Position, end of period	<u>\$ 1,041,278</u>				

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
NOVEMBER, 2019**

PMA and GENERAL FUND TRANSFERS/PAYMENTS							
DATE	AMOUNT	SELF-INSURANCE	REFUNDS/STUDENT-DISBURSEMENTS	ILLINOIS SALES AND I.D.E.S. TAX	EMPLOYEE HEALTH INSURANCE CCHC	CHASE CREDIT CARD	BOND HOLDER & MISC
11/15/2019	\$ 648,452.01				\$ 648,452.01		
11/19/2019	2,487.00			2,487.00			
11/26/2019	39,072.83					39,072.83	
TOTAL	\$ 690,011.84	\$ -	\$ -	\$ 2,487.00	\$ 648,452.01	\$ 39,072.83	\$ -

PAYROLL TAXES - TRANSFERS/PAYMENTS						
DATE	AMOUNT	FEDERAL PAYROLL TAXES	STATE PAYROLL TAXES	SURS	CREDIT UNION AND TAX SHELTERS	
11/1/2019	\$ 271,385.21	\$ 271,385.21				
11/1/2019	93,672.14		\$ 93,672.14			
11/1/2019	189,716.55			\$ 189,716.55		
11/1/2019	69,133.15				\$ 69,133.15	
11/15/2019	271,020.97	271,020.97				
11/15/2019	93,632.94		93,632.94			
11/15/2019	188,977.80			188,977.80		
11/15/2019	70,459.34				70,459.34	
11/30/2019	267,898.76	267,898.76				
11/30/2019	93,110.64		93,110.64			
11/30/2019	189,009.35			189,009.35		
11/30/2019	68,892.68				68,892.68	
TOTAL	\$ 1,866,909.53	\$ 810,304.94	\$ 280,415.72	\$ 567,703.70	\$ 208,485.17	

Acceptance of Treasurer's Report for December 2019

The Treasurer's comments that highlight the significant areas for this report are on page 3. The President asks that questions on the general significance of this month's report be directed to her with the understanding that she will refer questions of detail to the Treasurer for amplification.

EC: mw

President's Recommendation: (if not adopted in the Consent Agenda)

That the Board adopts the following resolution:

"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 December 2019."

OAKTON COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

December 2019

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

Treasurer's Comments on December 2019 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$2.7 million in tuition and fees, \$566,000 in Illinois MAP grant payments, \$544,000 in base operating grant payments, \$379,000 in interest earnings, and \$69,000 in property taxes.

Net cash and investments decreased by \$3.0 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 December, revenues were \$52.4 million or 100% of the prorated budget, compared to \$51.3 million, or 101% for the previous year. Tuition and fees totaled \$22.8 million year to date, or 96% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures of \$35.3 million are attributed to expected operating costs. The operating expenditures are \$0.9 million (2.6%) above prior year's actual expenditures of \$34.4 million for the same period. Net transfers total \$3.9 million as budgeted.

OAKTON COMMUNITY COLLEGE
 FINANCIAL POSITION OF FUNDS AS OF
 DECEMBER 31, 2019
 (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	\$ 2,045	\$ 355	\$ 171	\$ 516	\$ -	\$ 284	\$ -	\$ 688	\$ 2,928	\$ 6,987
Taxes Receivable	44,770	7,934	-	3,602	-	-	-	99	-	56,405
Student Tuition Receivable	6,838	-	-	-	-	320	-	-	-	7,158
Government Funds Receivable	-	-	-	-	-	827	-	-	-	827
Accrued Interest	417	58	55	-	-	19	-	2	54	605
Other Receivables	336	-	-	-	-	114	-	-	-	450
Investments										
Short-term	60,609	8,465	6,251	-	-	1,707	-	357	10,300	87,689
Long-term	21,184	2,959	2,009	-	-	597	-	125	3,600	30,474
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepaids	447	-	23	-	28	970	-	-	-	1,468
Total Current Assets	122,146	19,771	8,509	4,118	28	19,338	-	1,271	16,882	192,063
Net Investment in Plant	-	-	-	-	-	-	116,467	-	-	116,467
Total Assets	\$ 122,146	\$ 19,771	\$ 8,509	\$ 4,118	\$ 28	\$ 19,338	\$ 116,467	\$ 1,271	\$ 16,882	\$ 308,530
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	2,122	2,122
Total Assets and Deferred Outflows of Resources	\$ 122,146	\$ 19,771	\$ 8,509	\$ 4,118	\$ 28	\$ 19,338	\$ 116,467	\$ 1,271	\$ 19,004	\$ 310,652
LIABILITIES AND NET POSITION										
Payables	\$ 270	\$ 6	\$ (8)	\$ -	\$ -	\$ 38	\$ -	\$ -	\$ -	\$ 306
Accrued Interest Payable	-	-	-	-	111	-	-	-	-	111
Deferred Tuition Revenue	-	-	-	-	-	56	-	-	-	56
Accruals	2,394	237	32	-	-	223	-	-	-	2,886
Bonds Payable	-	-	-	-	32,340	-	-	-	-	32,340
OPEB Liability	-	-	-	-	-	-	-	-	43,729	43,729
Total Liabilities	2,664	243	24	-	32,451	317	-	-	43,729	79,428
Deferred Inflows of Resources - Property Taxes	44,305	7,840	-	3,562	-	-	-	98	-	55,805
Deferred Inflows of Resources - CIP	-	-	-	-	-	-	-	-	5,360	5,360
Total Liabilities and Deferred Inflows of Resources	46,969	8,083	24	3,562	32,451	317	-	98	49,089	140,593
Net Position										
Unrestricted	75,177	11,688	8,485	-	-	4,066	-	-	(30,085)	69,331
Restricted	-	-	-	-	-	14,955	-	1,173	-	16,128
Debt Service	-	-	-	556	(32,423)	-	-	-	-	(31,867)
Plant	-	-	-	-	-	-	116,467	-	-	116,467
Total Net Position	75,177	11,688	8,485	556	(32,423)	19,021	116,467	1,173	(30,085)	170,059
TOTAL LIABILITIES & NET POSITION	\$ 122,146	\$ 19,771	\$ 8,509	\$ 4,118	\$ 28	\$ 19,338	\$ 116,467	\$ 1,271	\$ 19,004	\$ 310,652

OAKTON COMMUNITY COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
SIX MONTHS ENDED DECEMBER 31, 2019

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
REVENUES (cash and accrual basis)					
Property Taxes (accrual basis)	\$ 50,183	\$ 25,092	\$ 25,046	100%	99%
Replacement Tax	950	475	515	108%	69%
State Revenue	4,708	2,354	2,272	97%	173%
Tuition and Fees	24,316	23,636	22,754	96%	96%
Other	2,140	1,070	1,854	173%	176%
TOTAL REVENUES	\$ 82,297	\$ 52,627	\$ 52,441	100%	101%
EXPENDITURES (accrual basis)					
Instructional	\$ 32,060	\$ 16,030	\$ 16,411	102%	101%
Academic Support	17,486	8,743	8,082	92%	88%
Student Services	7,134	3,567	3,069	86%	88%
Public Services	1,286	643	582	91%	94%
Operations and Maintenance	8,018	4,009	3,398	85%	80%
General Administration	5,308	2,654	2,701	102%	83%
General Institutional	2,303	1,152	1,084	94%	140%
Contingency	956	478	-	0%	0%
TOTAL EXPENDITURES	\$ 74,551	\$ 37,276	\$ 35,327	95%	92%
Revenues over (under) expenditures	7,746	15,351	17,114		
Net Fund transfers					
To Retiree Health Insurance Fund	(4,500)	(2,250)	(2,250)		
To Auxiliary Fund and Alliance	(2,059)	(1,030)	(1,030)		
To Restricted Purpose Fund	(100)	(50)	(50)		
To Liability, Protection & Settlement Fund	(581)	(291)	(291)		
To Social Security/Medicare Fund	(796)	(398)	(398)		
From Working Cash Fund: Interest	290	145	145		
Total Transfers	\$ (7,746)	\$ (3,873)	\$ (3,873)		
Net Revenue over (under) expenditures	\$ -	\$ 11,478	\$ 13,241		

**OAKTON COMMUNITY COLLEGE
REVENUES AND EXPENDITURES
SIX MONTHS ENDED DECEMBER 31, 2019**

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget	
REVENUES				
Debt Certificates 2020	\$ 20,000	\$ -	0%	
Construction Fee	335	\$ 294	88%	
Interest and Investments Gain/Loss	41	185	451%	
Total revenues	<u>20,376</u>	<u>479</u>	<u>2%</u>	
EXPENDITURES				
Student Street Renovation	1,000	96	10%	
Sanitary Lift Station	25	41	164%	
RHC HVAC System	50	-	0%	
West End Remodeling - A/E Fees	1,000	368	37%	
West End Remodeling - Phase 2	3,500	1,240	35%	
Natural Area Restoration	224	45	20%	
Supplementary Water Connection	50	84	168%	
Landscape Improvements	250	71	28%	
Capital Equipment	800	88	11%	
Switchgear Upgrades - DP	150	35	23%	
Interior Remodeling	21	15	71%	
Fire Alarm Panel Replacement	80	-	0%	
Flooring - Carpet Replacement	735	305	41%	
Skokie Classroom Furniture	25	-	0%	
Lee Center Vestibule Curtain	70	-	0%	
Hardware Replacement/Master Keying	450	-	0%	
Baseball Field Fence Replacement	61	-	0%	
Exterior Envelope/Window Replacement	680	-	0%	
Skokie Remodeling Projects	5,345	93	2%	
Field Irrigation	100	-	0%	
Cafeteria Remodeling - DP	1,981	-	0%	
Camera Replacement	500	4	1%	
Main Entrances & Monument Signs	1,535	8	1%	
Project Management Services	225	146	65%	
Total expenditures	<u>18,857</u>	<u>2,639</u>	<u>14%</u>	
Transfer in	-	-	0%	
Net	<u>\$ 1,519</u>	<u>\$ (2,160)</u>	<u>(142%)</u>	

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,417	\$ 911	64%	39%
Workforce Development	140	25	18%	24%
Copy Center	230	81	35%	37%
Travel	10	11	110%	110%
Athletics	20	11	55%	370%
Child Care	334	222	66%	54%
PAC Operations	16	6	38%	31%
Other	142	76	54%	71%
Interest and Investments Gain/Loss	75	61	81%	76%
Total revenues	<u>2,383</u>	<u>1,404</u>	<u>59%</u>	<u>44%</u>
EXPENDITURES				
Bookstore Operating Expenses	1,365	561	18%	20%
Workforce Development	300	88	29%	42%
Copy Center	335	186	56%	48%
Travel	-	-	0%	
Athletics	1,283	553	43%	54%
Child Care	465	221	48%	42%
PAC Operations	99	46	46%	48%
Other	340	68	20%	37%
Total expenditures	<u>4,187</u>	<u>1,723</u>	<u>41%</u>	<u>40%</u>
Transfers in (out)	<u>1,645</u>	<u>823</u>		
Net	<u>\$ (159)</u>	<u>\$ 504</u>		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
SIX MONTHS ENDED DECEMBER 31, 2019**

	Operating Budget (000)	Prorata Budget (000)	Actual (000)	Actual As a% Budget	Last Year
<u>REVENUES</u>					
State Revenue	\$ 680	\$ 340	\$ 361	53%	92%
Tuition and Fees	1,082	541	591	55%	60%
Sale of Materials	49	25	26	53%	43%
Institutional Support					
Evening High School	100	50	38	38%	0%
Other Revenues	101	51	29	29%	43%
Total revenues	<u>2,012</u>	<u>1,006</u>	<u>1,045</u>	<u>52%</u>	<u>62%</u>
<u>EXPENDITURES</u>					
Administrative Support	1,443	722	598	41%	33%
Instructional Programs					
Allied Health	204	102	85	42%	40%
Job-related	238	119	35	15%	22%
Home Related	7	4	1	14%	43%
Personal	36	18	13	36%	50%
Community Service	43	22	2	5%	5%
High School Programs	118	59	34	29%	31%
GED Programs	3	2	-	0%	0%
Kids/Youth Program	27	14	17	63%	53%
ESL Programs	147	74	58	39%	45%
Total Programs	<u>823</u>	<u>412</u>	<u>245</u>	<u>30%</u>	<u>34%</u>
Total expenditures	<u>2,266</u>	<u>1,133</u>	<u>843</u>	<u>37%</u>	<u>34%</u>
Revenue over (under) expenditures	<u>\$ (254)</u>	<u>\$ (127)</u>	<u>\$ 202</u>		
Transfer in	414	207	258		
Net	160	80	460		

OAKTON COMMUNITY COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
SIX MONTHS ENDED DECEMBER 31, 2019

	<u>Program Generated Revenue</u>	<u>Revenue Allocated to Programs</u>	<u>Total Revenue and Allocation</u>	<u>Expenditures</u>	<u>Program Net Fav (Unfav)</u>
Activity fees	\$ 440,201				
Interest income	4,054				
Sub total revenues	<u>444,255</u>				
369901 Student Government Association	300	138,000	138,300	(73,603)	64,697
369910 Occurrence	-	-	-	(4,377)	(4,377)
369919 Skokie Events Team	-	-	-	(13,605)	(13,605)
369920 SGA College Program Board	-	-	-	(1,115)	(1,115)
369922 IEEE	-	345	345	-	345
369923 Global Health and Sustainability	1,498	3,832	5,330	(464)	4,866
369924 Hawaiian Music Club	90	371	461	(366)	95
369930 Early Childhood Education Club	75	1,909	1,984	-	1,984
369931 Students for Social Justice	116	419	535	-	535
369932 Ceramics Club	-	761	761	(256)	505
369933 UNICEF	1,111	289	1,400	-	1,400
369940 Card and Board Game Club	138	-	138	-	138
369942 Oakton Visual Organization	-	175	175	-	175
369943 Japanese Culture Club	90	-	90	(94)	(4)
369944 South Asian Club	566	350	916	(376)	540
369945 Physical Therapy	1,462	1,467	2,929	(1,205)	1,724
369946 Phi Theta Kappa (PTK)	3,376	-	3,376	(2,322)	1,054
369947 Oakton Pride Club	96	809	905	-	905
369949 Mission Bible Club	-	575	575	-	575
369950 Hispanic Club	187	1,043	1,230	(128)	1,102
369951 Society of Women Engineers	120	702	822	-	822
369952 Student Nurses May 2019	403	4,792	5,195	-	5,195
369954 Kpop Club	-	469	469	(21)	447
369955 Sustainability Club	222	-	222	-	222
369957 Student Nurses Dec 2018	2,049	1,285	3,334	927	4,262
369959 Black Student Union	75	2,130	2,205	-	2,205
369960 Muslim Student Association	200	2,198	2,398	-	2,398
369961 DECA	-	290	290	(106)	184
369964 Oakton Helping Others	-	2,099	2,099	-	2,099
369965 Law Enforcement Club	-	250	250	-	250
369971 Habitat for Humanity	209	645	854	-	854
369974 Veterans Club	438	1,271	1,708	-	1,708
Sub Totals	<u>12,820</u>	<u>166,474</u>	<u>179,294</u>	<u>(97,110)</u>	<u>81,649</u>
<u>Fund Summary</u>					
Total Revenues	\$ 457,075				
Total Expenditures	(97,110)				
Total Transfers to other funds	-				
Excess revenues over expenditures	<u>359,965</u>				
Net Position 6/30/19	<u>671,235</u>				
Net Position, end of period	<u>\$ 1,031,200</u>				

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
DECEMBER, 2019**

GENERAL FUND TRANSFERS/PAYMENTS							
DATE	AMOUNT	SELF-INSURANCE	REFUNDS/STUDENT-DISBURSEMENTS	ILLINOIS SALES TAX	EMPLOYEE HEALTH INSURANCE CCHC	CHASE CREDIT CARD	BOND HOLDER & MISC
12/2/2019	\$ 178,052.88		\$ 178,052.88				
12/9/2019	653,190.29				\$ 653,190.29		
12/18/2019	2,623.00			\$ 2,623.00			
12/27/2019	22,726.10					\$ 22,726.10	
TOTAL	\$ 25,349.10	\$ -	\$ -	\$ 2,623.00	\$ 653,190.29	\$ 22,726.10	\$ -

PAYROLL TAXES - TRANSFERS/PAYMENTS						
DATE	AMOUNT	FEDERAL PAYROLL TAXES	STATE PAYROLL TAXES	SURS	CREDIT UNION AND TAX SHELTERS	
12/13/2019	\$ 269,154.97	\$ 269,154.97				
12/13/2019	93,065.12		\$ 93,065.12			
12/13/2019	190,455.96			\$ 190,455.96		
12/13/2019	66,248.52				\$ 66,248.52	
12/27/2019	255,477.71	255,477.71				
12/27/2019	88,668.91		88,668.91			
12/27/2019	174,379.86			174,379.86		
12/27/2019	66,068.52				66,068.52	
TOTAL	\$ 1,203,519.57	\$ 524,632.68	\$ 181,734.03	\$ 364,835.82	\$ 132,317.04	

Acceptance of Quarterly Report on Investments

Quarter ended December 31, 2019

At the end of December, 2019, the fair market value of investments totaled \$117.7 million compared to \$132.7 million at the end of September and \$115.8 million for the same month of the previous year. The average yield for this quarter (before fair value adjustment) of this year and last year are 2.03% and 2.15% respectively.

Interest income for the six months ending December 2019 and 2018, before fair market value adjustment, was \$1,783,041 and \$1,253,101, respectively.

The year to date fair market value adjustment is a favorable \$31,623 compared to a favorable \$119,724 for the same period last year. Fair market adjustment is a reflection of current economic conditions and fluctuating interest rates.

<u>Investments</u>	<u>December 31, 2019</u> (000)	<u>September 30, 2019</u> (000)
Certificates of Deposit	\$ 46,642	\$ 55,457
Illinois Funds	9,848	7,515
ISDLAF- Liquid and Max General Fund	4,189	5
Chase Savings	594	519
PMA LGIP SDA	12,997	24,201
PMA Bank of China	18,107	19,210
Treasury Notes	13,546	14,409
U.S. Treasury Obligations (GNMA's)	1,344	1,499
U.S. Treasury Obligations (FNMA's)	6,135	5,481
Federal Agency Bonds	2,999	3,469
Local Government Bonds	1,249	831
PMA First American MM	11	133
ISDLAF Term Series	-	-
Total	117,661	132,728

<u>Fair Market Value Adjustment</u>	<u>FY2020</u>	<u>FY2019</u>
1 st Quarter	\$ 97,412	\$ (72,012)
2 nd Quarter	(65,789)	191,736
3 rd Quarter		
4 th Quarter		
Year to Date	<u>\$ 31,623</u>	<u>\$ 119,724</u>

President' Recommendation

That the Board adopts the following resolution:

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

REPORT ON INVESTMENTS
2nd Quarter 2019-2020

Type of Security	Coupon	Fair Market	Par	Purchase	Maturity	Rate of	Interest	Interest	Interest
OCC FUNDS	Rate	Value *7	Value	Date	Date	Interest	Y-T-D	Payments Received	Accrued (A)
GENERAL FUNDS									
C-D	1.4543%	-	-	12-22-16	12-23-19	1.45%	22,275	130,084	-
C-D	1.7250%	-	-	12-29-16	12-29-19	1.73%	4,342	8,545	-
C-D	1.8710%	240,600	240,600	01-11-18	01-13-20	1.87%	2,220	-	8,744
C-D	2.4123%	-	-	06-25-18	12-23-19	2.41%	14,830	43,529.30	-
C-D	2.5150%	951,800	951,800	06-25-18	06-24-20	2.52%	11,805	-	35,415
C-D	2.7500%	249,242	249,242	06-29-18	06-29-20	2.75%	3,524	4,088	-
C-D	2.4115%	-	-	07-12-18	07-12-19	2.41%	548	11,766	-
C-D	2.4231%	481,800	481,800	07-12-18	01-13-20	2.42%	5,757	-	16,887
C-D	2.6960%	500,000	500,000	07-12-18	07-13-20	2.70%	6,648	-	19,500
C-D	2.7500%	246,000	246,000	07-19-18	07-20-20	2.75%	3,336	3,355	2,891
C-D	2.3500%	-	-	07-31-18	08-01-19	2.35%	566	5,754	-
C-D	2.3720%	-	-	08-06-18	08-06-19	2.37%	650	5,790	-
C-D	2.3513%	-	-	08-03-18	08-05-19	2.35%	1,258	11,542	-
C-D	2.3500%	-	-	08-13-18	08-02-19	2.35%	582	5,721	-
C-D	2.4710%	3,250,000	3,250,000	02-01-19	01-02-20	2.47%	39,604	-	72,387
C-D	2.5770%	240,700	240,700	02-13-19	08-12-20	2.58%	3,059	-	5,370
C-D	2.5370%	1,500,000	1,500,000	02-14-19	02-13-20	2.54%	18,767	-	32,842
C-D	2.5430%	243,800	243,800	02-20-19	02-20-20	2.54%	3,057	-	5,266
C-D	2.7880%	1,750,000	1,750,000	02-21-19	02-18-21	2.79%	24,061	-	41,304
C-D	2.4790%	-	-	02-28-19	11-25-19	2.48%	2,500	4,500	-
C-D	2.5370%	1,000,000	1,000,000	03-01-19	02-27-20	2.54%	12,511	-	20,852
C-D	2.4710%	-	-	03-05-19	09-18-19	2.47%	22,205	53,347	-
C-D	2.4710%	-	-	03-05-19	11-25-19	2.47%	49,183	85,198	-
C-D	2.4806%	2,500,000	2,500,000	03-08-19	03-04-20	2.48%	30,575	-	49,600
C-D	2.4700%	-	-	03-08-19	08-07-19	2.47%	2,030	7,715	-
C-D	2.4700%	-	-	03-08-19	10-02-19	2.47%	11,369	24,632	-
C-D	2.4900%	-	-	03-11-19	07-24-19	2.49%	3,104	16,117	-
C-D	2.4900%	-	-	03-11-19	08-07-19	2.49%	2,728	10,164	-
C-D	2.5000%	-	-	03-11-19	10-02-19	2.50%	4,932	10,531	-
C-D	2.5000%	-	-	03-11-19	12-11-19	2.50%	14,212	23,545	-
C-D	2.4902%	-	-	03-12-19	12-11-19	2.49%	33,978	56,081	-
C-D	2.4902%	-	-	03-12-19	12-11-19	2.49%	19,738	32,223	-
C-D	2.5980%	243,500	243,500	03-20-19	03-18-20	2.60%	3,120	-	4,853
C-D	2.0563%	1,231,600	1,231,600	07-30-19	03-04-20	2.06%	10,406	-	10,406
C-D	2.0500%	247,300	247,300	07-30-19	02-05-20	2.05%	2,083	-	2,083
C-D	1.9508%	1,482,500	1,482,500	07-31-19	03-04-20	1.95%	11,885	-	11,885
C-D	1.8610%	245,300	245,300	08-08-19	08-10-20	1.86%	1,776	-	1,776
C-D	2.0875%	988,242	988,242	08-01-19	08-07-21	2.09%	8,421	-	8,421
C-D	1.7897%	7,485,900	7,485,900	08-05-19	08-04-20	1.79%	53,222	-	53,222
C-D	2.0390%	239,800	239,800	08-05-19	08-04-21	2.04%	1,942	-	1,942
C-D	1.9440%	240,600	240,600	08-06-19	08-06-21	1.94%	1,845	-	1,845
C-D	1.8500%	240,700	240,700	08-08-19	08-09-21	1.85%	1,732	-	1,732
C-D	1.8600%	247,146	247,146	08-16-19	02-16-21	1.86%	1,688	-	1,688
C-D	1.9100%	7,000,000	7,000,000	08-15-19	08-13-20	1.91%	49,451	-	49,451
C-D	1.8500%	247,242	247,242	08-23-19	08-23-21	1.85%	1,504	-	1,504
C-D	1.9100%	3,250,000	3,250,000	08-22-19	08-20-20	1.91%	20,408	-	20,408
C-D	1.6970%	247,200	247,200	09-03-19	04-29-20	1.70%	1,466	-	1,466
C-D	1.7000%	245,700	245,700	09-03-19	09-03-20	1.70%	1,504	-	1,504
C-D	1.6500%	245,241	245,241	09-11-19	09-10-20	1.65%	1,208	-	1,208
C-D	1.6592%	487,800	487,800	10-03-19	10-02-20	1.66%	1,929	-	1,929
C-D	1.6500%	245,238	245,238	10-02-19	10-07-20	1.65%	920	-	920
C-D	1.6500%	245,241	245,241	10-02-19	10-07-20	1.65%	909	-	909
C-D	1.6500%	494,486	494,486	10-01-19	10-02-20	1.65%	1,766	728	1,038
C-D	1.7000%	245,241	245,241	10-17-19	10-16-20	1.70%	822	-	822
C-D	1.6000%	249,369	249,369	10-21-19	04-21-21	1.60%	696	696	-
C-D	1.6000%	249,369	249,369	10-30-19	04-30-21	1.60%	707	707	-
C-D	1.5320%	246,200	246,200	11-01-19	11-02-20	1.53%	620	-	620
C-D	1.5000%	248,100	248,100	11-15-19	05-13-20	1.50%	459	-	459
C-D	1.5000%	173,086	173,086	11-22-19	05-22-20	1.50%	441	228	213
C-D	1.8000%	247,243	247,243	11-27-19	11-29-21	1.80%	366	-	366
C-D	1.5500%	247,122	247,122	11-27-19	05-27-20	1.55%	315	-	315
C-D	1.7500%	247,000	247,000	12-18-19	12-20-21	1.75%	142	-	142
C-D	1.6000%	247,123	247,123	12-18-19	06-18-20	1.60%	130	-	130
C-D	1.6000%	247,182	247,182	12-18-19	06-18-21	1.60%	130	-	130
C-D	1.6000%	249,245	249,245	12-18-19	12-17-21	1.60%	131	-	131
C-D	1.5500%	249,145	249,145	12-19-19	07-20-20	1.55%	116	-	116
C-D	1.5500%	4,000,000	4,000,000	12-19-19	06-18-20	1.55%	1,868	-	1,868
C-D	1.6000%	247,123	247,123	12-24-19	06-24-20	1.60%	-	-	-
C-D	1.6000%	249,145	249,145	12-27-19	07-27-20	1.60%	-	-	-
C-D	1.5500%	245,240	245,240	12-27-19	12-24-20	1.55%	-	-	-
SUBTOTAL		46,641,611	46,641,611				562,087	556,584	496,565

REPORT ON INVESTMENTS
2nd Quarter 2019-2020

Type of Security	Coupon	Fair Market	Par	Purchase	Maturity	Rate of	Interest	Interest	Interest
OCC FUNDS	Rate	Value *7	Value	Date	Date	Interest	Y-T-D	Payments	Accrued (A)
MONEY MARKET									
ILLINOIS FUNDS		9,847,868	9,847,868	DAILY	DAILY	*1	77,234	77,234	
CHASE		594,383	594,383	DAILY	DAILY	*2	1,656	1,656	
ISDLAF-LIQ+MAX FUNI		4,189,060	4,189,060	DAILY	DAILY	*3	15,375	15,375	
IMET LIQ TRUST							418,101	418,101	
PMA BANK OF OZARKS		12,996,902	12,996,902	DAILY	DAILY	*4	335,311	335,311	
PMA BANK OF CHINA		18,107,181	18,107,181	DAILY	DAILY	*5	107,328	107,328	
PMA FIRST AMERICAN		10,576	10,576	DAILY	DAILY	*6	1,796	1,796	
ISDLAF TERM SERIES				Varies	Varies	Varies	7,091	46,871	-
ISDLAF TERM SERIES				Varies	Varies	Varies	4,364	13,164	-
SUBTOTAL		45,745,969	45,745,969				968,256	1,016,836	-
T-NOTE	3.3750%	-	-	12-28-09	11-15-19	3.79%	14,485	17,381	-
T-NOTE	1.3750%	4,998,880	5,000,000	12-23-16	01-31-20	1.41%	34,375	34,375	28,646
T-NOTE	1.7500%	150,621	150,000	10-18-17	01-31-23	1.77%	3,354	6,389	611
T-NOTE	2.2500%	215,998	210,000	10-17-17	08-15-27	2.28%	2,503	2,531	1,659
T-NOTE	1.1250%	496,155	500,000	10-24-17	08-31-21	1.16%	2,813	2,813	1,875
T-NOTE	1.1250%	298,242	300,000	12-14-17	02-28-21	1.16%	1,688	1,688	1,125
TNOTE	1.6250%	-	-	10-23-18	08-31-19	2.55%	8,802	26,406	-
TNOTE	1.7300%	4,238,827	4,250,000	09-05-19	03-05-20	1.73%	23,487	-	23,487
TNOTE	1.5000%	1,049,713	1,050,000	09-18-19	04-15-20	1.74%	5,099	1,162	3,938
TNOTE	1.7700%	1,599,131	1,600,000	09-18-19	01-16-20	1.77%	8,024	-	8,024
TNOTE	1.3750%	249,492	250,000	10-03-19	09-30-20	1.59%	831	-	831
TNOTE	1.6250%	248,942	249,000	12-03-19	11-30-20	1.53%	303	-	303
SUBTOTAL		13,546,001	13,559,000				105,764	92,745	70,499
GNMA GROUP	8.0000%	31,355	27,223	1995-1997	2025-2027	7.75%	1,212	1,238	189
GNMA	7.5000%	7,574	6,784	04-20-98	04-20-28	6.99%	261	263	44
GNMA	7.5000%	9,579	8,360	05-20-98	05-20-28	7.05%	325	329	52
GNMA	7.0000%	7,643	6,714	08-20-98	05-20-28	6.77%	243	246	39
GNMA	6.5000%	8,313	7,556	10-21-98	04-20-28	6.37%	262	261	41
GNMA	6.5000%	11,039	9,743	11-18-98	11-20-28	6.89%	337	339	53
GNMA	6.5000%	10,495	9,307	11-18-98	10-20-28	6.34%	331	328	50
GNMA	6.5000%	14,989	13,169	01-21-99	01-20-29	6.31%	444	451	71
GNMA	6.5000%	11,360	10,026	03-23-99	03-20-29	6.90%	336	341	54
GNMA	7.0000%	12,318	10,691	06-23-99	05-20-29	7.28%	386	390	62
GNMA	7.5000%	8,176	6,973	08-24-99	08-20-29	7.49%	267	269	44
GNMA	8.0000%	5,829	4,880	05-22-00	04-20-30	8.22%	199	200	33
GNMA	7.0000%	7,197	6,198	02-20-01	02-20-31	6.86%	222	224	36
GNMA	7.0000%	12,209	10,396	05-21-01	04-20-31	7.00%	376	379	61
GNMA	6.5000%	14,399	12,511	09-24-01	08-15-31	6.17%	422	427	68
GNMA	6.5000%	13,606	11,769	06-18-02	04-20-32	6.50%	394	400	64
GNMA	6.5000%	6,141	5,567	06-20-02	06-15-32	6.38%	183	184	30
GNMA	6.0000%	17,915	16,096	09-23-02	07-20-31	5.87%	492	497	81
GNMA	5.5000%	45,624	40,542	12-19-02	12-20-32	5.44%	1,156	1,172	186
GNMA	5.5000%	49,294	43,802	01-22-03	01-20-33	5.40%	1,249	1,268	201
GNMA	5.0000%	73,516	66,834	06-19-03	05-20-33	4.87%	1,725	1,749	278
GNMA	5.5000%	90,718	80,604	08-20-03	08-20-33	5.50%	2,295	2,326	369
GNMA	6.0000%	85,587	57,930	09-23-03	08-20-33	5.92%	1,801	1,827	291
GNMA	5.5000%	66,163	76,087	11-19-03	10-20-33	5.46%	2,180	2,216	349
GNMA	5.0000%	133,658	120,831	03-23-04	02-20-34	4.93%	3,137	3,191	504
GNMA	5.0000%	80,018	72,318	04-20-04	03-20-34	4.97%	1,877	1,907	301
GNMA	6.0000%	32,794	29,787	06-22-04	04-15-29	5.90%	908	914	149
GNMA	5.0000%	-	(0)	12-16-04	11-20-19	4.89%	17	29	-
GNMA	1.7320%	138,800	139,856	10-19-17	05-16-42	1.74%	1,235	1,244	202
GNMA	2.1050%	190,709	191,340	10-24-17	03-16-37	2.10%	2,376	2,843	336
GNMA	2.6000%	147,030	147,065	11-20-17	12-16-45	2.59%	2,852	3,165	319
SUBTOTAL		1,344,047	1,250,956				29,500	30,616	4,555

REPORT ON INVESTMENTS
2nd Quarter 2019-2020

Type of Security	Coupon	Fair Market	Par	Purchase	Maturity	Rate of	Interest	Interest	Interest
OCC FUNDS	Rate	Value *7	Value	Date	Date	Interest	Earnings	Payments	Accrued (A)
							Y-T-D	Received	
FNMA	2.3770%	303,093	300,660	10-17-17	05-25-22	2.36%	3,700	3,724	596
FNMA	2.6900%		0	10-18-17	07-01-22	2.63%	6,524	7,552	-
FNMA	2.3890%	294,800	292,483	10-18-17	01-25-23	2.37%	3,811	3,872	582
FNMA	2.5000%	266,070	264,094	10-20-17	04-25-28	2.48%	3,536	3,631	550
FNMA	1.8750%	499,105	500,000	10-19-17	09-24-26	1.97%	4,688	4,688	2,500
FNMA	2.5320%	508,050	500,000	10-25-17	09-24-24	2.54%	6,330	6,330	1,055
FNMA	2.5610%	508,530	500,000	10-26-17	07-25-24	2.55%	6,509	6,509	1,067
FNMA	2.7800%	449,658	437,003	11-14-17	05-01-25	2.74%	6,203	6,214	1,012
FNMA	2.7230%	153,051	150,000	01-11-18	10-25-24	2.73%	2,042	2,042	340
FNMA	2.9610%	519,035	500,000	03-28-18	02-25-27	3.04%	7,403	7,403	1,234
FNMA	2.9900%	88,271	85,000	06-29-18	01-25-28	3.12%	1,254	1,254	206
FNMA	2.9610%	41,523	40,000	07-27-18	02-25-27	3.07%	592	592	99
FNMA	2.7110%	179,904	175,000	11-06-18	06-25-25	2.93%	2,412	2,412	395
FNMA	2.5900%	110,540	108,943	01-25-19	12-25-24	2.66%	1,440	1,443	235
FNMA	3.1200%	105,786	100,000	03-27-19	07-01-29	3.09%	1,586	1,586	260
FNMA	3.0500%	368,152	361,561	04-30-19	12-01-25	3.06%	5,541	5,507	951
FNMA	2.5400%	245,353	247,664	05-06-19	07-01-24	2.60%	3,173	3,171	531
FNMA	3.1350%	78,779	75,000	07-05-19	10-01-32	3.03%	1,130	934	196
FNMA	2.8000%	361,078	350,000	07-26-19	07-01-29	2.74%	4,301	3,484	817
FNMA	2.5000%	196,518	194,732	09-17-19	09-01-34	2.49%	1,423	1,017	406
FNMA	2.6700%	101,302	99,627	09-26-19	09-01-26	2.57%	710	489	222
FNMA	2.6400%	254,530	250,000	10-25-19	09-01-29	2.58%	1,228	678	550
FNMA	2.1400%	501,529	503,166	12-03-19	11-01-23	2.14%	897	-	897
SUBTOTAL		6,134,654	6,034,934				76,434	74,530	14,701
FED AGENCY	1.5000%		-	10-13-17	10-21-19	1.50%	819	2,063	-
FED AGENCY	1.6800%	500,165	500,000	10-18-17	10-13-20	1.68%	4,200	4,200	2,100
FED AGENCY	1.8690%		-	10-26-17	11-25-19	1.87%	1,158	1,623	54
FED AGENCY	2.5000%	231,887	233,057	10-27-17	05-15-29	2.48%	3,122	3,206	486
FED AGENCY	2.3560%	53,410	53,340	12-05-17	08-25-22	2.36%	882	916	97
FED AGENCY	3.4980%	122,435	118,866	03-27-18	08-25-22	3.43%	2,376	2,394	346
FED AGENCY	2.7500%	124,632	120,000	06-11-18	06-19-23	2.77%	1,650	1,650	101
FED AGENCY	4.0000%	178,968	160,000	12-10-18	10-25-28	3.96%	3,248	3,248	541
FED AGENCY	3.0020%	129,100	125,000	05-30-19	01-25-24	2.94%	1,876	1,845	344
FED AGENCY	2.5100%	253,463	250,000	07-30-19	11-25-22	2.48%	2,615	2,074	540
FED AGENCY	1.7280%	1,405,357	1,410,000	09-18-19	03-18-20	1.73%	6,903	-	6,903
SUBTOTAL		2,999,416	2,970,263				28,849	23,219	11,513
LOCAL GOV	2.2500%	251,455	250,000	10-24-17	11-01-22	2.26%	2,813	2,813	1,016
LOCAL GOV	2.7200%	204,320	200,000	12-05-17	05-01-23	2.72%	2,720	2,720	907
LOCAL GOV	3.6960%	214,622	200,000	08-30-18	08-01-28	3.70%	3,696	3,696	3,080
LOCAL GOV	3.2000%	51,933	50,000	03-07-19	01-01-25	3.20%	800	507	827
LOCAL GOV	2.9200%	102,540	100,000	03-07-19	01-01-25	2.92%	1,501	284	1,217
LOCAL GOV	2.6700%			08-28-19	09-26-19	2.57%	-		-
LOCAL GOV	2.1610%	139,671	140,000	11-26-19	01-01-23	2.16%	252		252
LOCAL GOV	2.3630%	100,113	100,000	11-30-19	04-01-27	2.36%	197		197
LOCAL GOV	2.0820%	99,797	100,000	11-30-19	09-15-24	2.08%	174		174
LOCAL GOV	2.2700%	85,000	85,000	12-19-19	02-15-25	2.27%	-		-
SUBTOTAL		1,249,451	1,225,000				12,152	10,019	7,668
Total Investments		117,661,149	117,427,734				1,783,041	1,804,549	605,501

(A) GNMA, FNMA, and other Government bonds pay interest based on previous months but continuously decrease as principal is repaid. Therefore interest received during any given time period will be higher than interest recorded, due to the return of principal.

*1 Average yield as of 12/30/19 was 1.72%

*2 Average yield as of 12/30/19 was 0.500%

*3 Average yield as of 12/30/19 was 1.570%

*4 Average yield as of 12/30/19 was 1.750%

*5 Average yield as of 12/30/19 was 1.750%

*6 Average yield as of 12/30/19 was 1.360%

*7 Source: Bank Investment Report

Earnings Report
Six Months Ended December 31st, 2019 and 2018

Security	Quarter				Year -to-Date				
	2019		2018		2019		2018		
	Earnings	Ave. Yield	Earnings	Ave. Yield	Earnings	Ave. Yield	Earnings	Ave. Yield	
GENERAL FUNDS									
Certificate of Deposit	\$ 282,415	2.01%	\$ 372,630	2.02%	\$ 562,087	2.20%	\$ 717,029	1.94%	
Money Market									
Illinois Funds	39,860	1.80%	10,193	2.25%	77,234	1.95%	19,230	1.91%	
Chase Savings	740	0.53%	312	0.71%	1,656	0.63%	447	0.61%	
ISDLAF - Liq+Max Fund	4,994	1.67%	2,152	2.18%	15,375	2.02%	6,643	2.04%	
IMET LIQ TRUST	418,101				418,101				
PMA LGIP -SDA	84,782	1.83%	66,270	2.22%	335,311	2.20%	160,474	2.14%	
PMA Bank of China SDA	85,295	1.83%			107,328	1.96%			
PMA First American	969	1.43%	482	2.01%	1,796	1.89%	772	1.46%	
PMA Term Series		0.00%	45,901	2.20%	11,455	2.38%	110,269	2.06%	
Treasury Notes	54,404	1.59%	64,609	2.14%	105,764	1.59%	105,977	1.97%	
GNMA	13,999	4.28%	19,302	4.08%	29,500	4.31%	39,584	3.94%	
FNMA	37,239	2.14%	31,887	2.61%	76,434	2.38%	63,540	2.64%	
Other Fed Agency Bonds	16,310	2.15%	10,454	2.21%	28,849	2.17%	21,142	2.23%	
Municiple and other Bonds	6,367	2.64%	4,614	2.84%	12,152	2.84%	7,996	2.74%	
Total	\$ 1,045,474	2.03%	\$ 628,807	2.15%	\$ 1,783,041	2.18%	\$ 1,253,101	1.97%	
Fair Mkt Value Adj.	\$ (65,789)	(0.28%)	\$ 191,736	0.84%	\$ 31,623	0.13%	\$ 119,724	0.52%	

Codes:

CERTIFICATE OF DEPOSIT	PMA Financial Network- short term certificates of deposit
MONEY MARKET	Illinois School District Liquid Asset Fund
ISDLAF - CITIBANK	Illinois School District Liquid Asset Fund
ISDLAF - LIQ + MAX FUND	Illinois School District Liquid Asset Fund
Illinois Funds	Illinois Public Treasurer's Investment Pool
IMET	Illinois Metropolitan Investment Fund - No Current investment balance-received distribution of liquidating trust proceeds
CHASE	JP Morgan Chase High Yield Account
T-NOTES	U.S. Treasury Notes; 2-10 year maturity.
GNMA and FNMA and Fed Agency	A share of pooled mortgages guaranteed by the Federal Government

Ratification of Actions of the Alliance for Lifelong Learning Executive Board

The salary payments and rescinds include the following:

- a. Salary payments in the amount of \$390.00 for part-time teaching services for the Alliance for Lifelong Learning Spring 2020.
- b. Salary payments in the amount of \$600.00 for part-time teaching services for the Alliance for Lifelong Learning Fall 2019.
- c. Salary rescinds in the amount of \$1,281.95 for part-time teaching services for the Alliance for Lifelong Learning Fall 2019.
- d. Payment for Fall 2019 Space Utilization and Classroom/Office Space rental as follows:

	<u>Rental</u>
District 535 (Oakton)	\$5,550.57
District 202 (Evanston)	\$1,950.08
District 207 (Maine)	\$10,269.09
District 219 (Niles)	\$1867.89
District 225 (Glenbrook)	<u>\$465.81</u>
Total Payment	\$20,103.44

President’s Recommendation: (if not adopted in the Consent Agenda)

“Be it resolved that the Board of Trustees of Community College District 535, in its capacity as governing board of the administrative district of the Alliance for Lifelong Learning Program, ratifies and approves the actions of the Executive Board in items a to d as stipulated above, and hereby approves the expenditures in the amount not to exceed \$21,093.44 for all funds listed in items a, b, and d.”

Supplemental Authorization to Pay Professional Personnel – Fall 2019

Comparative figures:

Fall 2019 Part-Time
\$4,053,215.54

Fall 2018 Part-Time
\$4,261,285.90

Fall 2019 Overload
\$508,560.00

Fall 2018 Overload
\$494,756.46

IL:jg
1/2020

President's Recommendation: (if not adopted in the Consent Agenda)

That the following resolution be approved:

1. "Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$13,447.48 to the total amount of part-time teaching salaries paid during the fall 2019 semester; the revised, total payment amount is \$4,053,215.54."
2. "Be if further resolved that the Board of Trustees of Community College District 535 affirms for the fall 2019 semester overload salaries, the total payment amount of \$508,560.00 previously approved by the Board of Trustees on December 10, 2019."

Authorization to Pay Professional Personnel

The 2020 Spring Semester classes will begin on January 21, 2020 and the first payroll for the 2020 Spring Semester Part-time Faculty and Adjunct Faculty is February 7, 2020 and Full-time Overload payments will be February 21, 2020. Since the list of the 2020 Spring Semester Professional Personnel will not be available until after the January 21, 2020 Board meeting, the Treasurer is requesting the authority to pay the Spring 2020 Semester Part-time and Adjunct Faculty on February 7, 2020 and Full-time Overload payments on February 21, 2020.

EC:mw
1/2020

President's Recommendation: (if not adopted in the Consent Agenda)

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the Treasurer of the College to pay 2020 Spring Semester Part-time Faculty, and Adjunct Faculty, on February 7, 2020, and Full-time Overload payments on February 21, 2020, with ratification at the February Board meeting.”

Approval of a Clinical Practice Agreement

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

Physical Therapist Assistant:

New:

Niles Township District for Special Education:

This is a new agreement for the Physical Therapy Assistant program that will commence on January 21, 2020. This has been reviewed and approved by the College faculty and administration. This agreement shall automatically renew for additional one-year terms unless otherwise terminated as set forth therein.

IL/bv
1/2020

President's Recommendation: (if not adopted in the Consent Agenda)

That the Board adopts the following resolution:

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

Physical Therapist Assistant:

Niles Township District for Special Education.”

Approval of Intergovernmental Agreement for Longitudinal Data Sharing and Analysis

The College would like to execute a data sharing agreement as follows:

New Trier High School District 203

This agreement is a new agreement with District 203 and commences on January 22, 2020 and will be terminated on December 16, 2021 unless terminated with 180 days' advance written notice by either party.

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 Intergovernmental Agreement for Longitudinal Data Sharing and Analysis between Oakton Community College and New Trier High School District 203.”

Authorization to Approve January 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.

Items “a through d” were previewed at the December 2019 Board of Trustees meeting. Item “e” was not previewed.

EC:kr
1/8/2020

President’s Recommendation:

That the Board adopt the following resolution:

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

<u>Agenda Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
1/20-11a	1 - 2	IP Telephony Annual Maintenance and Software Assurance Agreement - One Year Contract	Telcom Innovations Group, LLC	\$ 31,683.22
1/20-11b	1	Engineering Services for for Des Plaines Campus Pedestrian/Bicycle Pathway	Manhard Consulting	\$ 104,100.00
1/20-11c	1	Engineering Services for Des Plaines and Skokie Campus Sidewalk Repair/ Replacement	Manhard Consulting	\$ 34,900.00
1/20-11d	1	Backup Software Support and Maintenance Renewal - One Year Contract	Meridian IT, Inc.	\$ 46,750.00

AGENDA ITEM 1/20-11
2 of 2

1/20-11e	1 - 2	Travel for Baseball Team	Signature Transportation Group	\$	1,200.00
			Select Transportation and Tours	\$	3,500.00
			Southwest Airlines	\$	10,050.00
			Spring Break Sports, Inc.	\$	11,000.00
			Russ Matt Baseball	\$	1,700.00
			Bullpen Catering	\$	2,700.00
			Enterprise Rent-A-Car	\$	1,000.00
			United Airlines	\$	350.00
		GRAND TOTAL		\$	248,933.22.”

Authorization to Purchase IP Telephony Annual Maintenance and Software Assurance Agreement -One Year Contract

The College purchased a Mitel IP telephony system in 2012 to provide telephones, voicemail, and related services. The hardware/software support and upgrades for these systems are provided by a set of annual support and software assurance contracts that will expire on March 1, 2020. This support agreement provides hardware replacement for the voice gateways, onsite service as needed, telephone/email based support, access to software patches and upgrades for all of the College's telephony systems.

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, 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." For these reasons, it is in the best interests of the College to work directly with the manufacturer and their preferred reseller, Telcom Innovations Group (TIG) to secure pricing.

TIG continues to offer the College the same rate for the annual maintenance agreement as it has for the past three years, however, Mitel has changed its pricing structure for software assurance agreement and now offers standard and premium renewals. After careful review, the IT department determined that purchasing the standard maintenance contract for \$31,683.22 is the most cost effective maintenance contract without sacrificing customer reliability and service. However, Mitel's change in pricing structure resulted in a 21% price increase from previous years. In February 2019, the College purchased Mitel's Mass Notification (MMN) software to replace the Emergency Response Advisor, a package at "end of life." The software assurance costs for MMN are included in these renewal fees.

The Administration is requesting approval of a one-year contract for the annual maintenance agreement, software assurance agreement, and software assurance costs for MMN for a total of \$31,683.22, which would continue to keep Telcom Innovations Group (TIG) as the College's maintenance provider for the period ending March 1, 2021.

JMW:kr
1/6/2020

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 IP Telephony Annual Maintenance and Software Assurance Agreement - One Year Contract from Telcom Innovations Group LLC, 125 N. Prospect, Itasca, Illinois 60143 for a total of \$31,683.22 per their price quote #34622 dated December 19, 2019.”

**Authorization to Purchase Engineering Services for Des Plaines Campus
Pedestrian/Bicycle Pathway**

The College's current 2017-2022 Master Plan that was approved by the Board includes funding for external landscape improvements. Farr Associates was selected as lead architect to assist the College with a landscape (or site) master plan. In addition, a group of stakeholders was convened to help identify priorities, and included representation from the student, staff, faculty, trustee, and administrator groups. One of the priorities that emerged from the landscape master plan is the construction of a pedestrian and bicycle pathway from the main building to Golf Road. Currently, pedestrians and bicycle riders use the shoulder area of the College Drive roadway when traveling between Golf Road and the main building. The multiple curves and surface grade elevation changes on the College Drive roadway create a hazardous condition for both vehicle and pedestrian traffic.

The Administration is seeking Board of Trustee approval for \$104,100 to contract with Manhard Engineering, a Board approved QBS (qualifications-based selection) engineering firm to provide the engineering services needed for this project. This work will include updating a wetland delineation report, a topographic survey, researching the Metropolitan Water Reclamation District requirements, as well as the Illinois Department of Natural Resources and Illinois Department of Transportation requirements, obtaining all necessary permits, hydraulic analysis (if needed), preparation of the project manual, assistance during the bid phase, and assisting the College until project completion. This engineering work will result in the upcoming project work to build the pedestrian/bicycle pathway.

EC:kr
1/6/2020

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 Engineering Services for Des Plaines Campus Pedestrian/Bicycle Pathway from Manhard Consulting, One Overlook Point, Suite 290, Lincolnshire, IL 60069 for a total not to exceed \$104,100.00 per their proposal dated November 30, 2019.”

Authorization to Purchase Engineering Services for Des Plaines and Skokie Campus Sidewalk Repair/Replacement

The College's current 2017-2022 Master Plan that was approved by the Board includes funding for external landscape improvements. Farr Associates was selected as lead architect to assist the College with a landscape (or site) master plan. In addition, a group of stakeholders was convened to help identify priorities, and included representation from the student, staff, faculty, trustee, and administrator groups. A priority that emerged from the landscape master plan is for repairs and replacement to the pedestrian sidewalks and curbs at both the Skokie and Des Plaines campuses. Currently, there are multiple sidewalk and curb areas at both campuses that are cracked, separated and have surface elevation differences. In addition, several areas have sunk due to failing under soils. This creates a hazardous condition for pedestrian traffic as well as prime conditions for standing water and ice ponding.

The Administration is seeking Board of Trustee approval for \$34,900 to contract with Manhard Engineering, a Board approved QBS (qualifications-based selection) engineering firm to provide the engineering services needed for this project. This work will include a topographic survey, designing plans for sidewalk replacement or repair, addressing drainage concerns, preparing the AutoCAD civil engineer drawings, assistance during the bid phase, and assisting the College until project completion. This engineering work will result in the upcoming project work to repair and replace multiple sidewalks.

EC:kr
1/6/2020

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 Engineering Services for Des Plaines and Skokie Campus Sidewalk Repair/Replacement from Manhard Consulting, One Overlook Point, Suite 290, Lincolnshire, IL 60069 for a total not to exceed \$34,900.00 per their proposal dated November 20, 2019.”

Authorization to Purchase Backup Software Support and Maintenance Renewal – One Year Contract

For disaster recovery, data protection, and archiving purposes, the College uses a Commvault Simpana enterprise backup system to back up the data and configurations of the 38 physical servers and 241 virtual machines that provide services to the 2,300 computers and 10,000 network computer users at both campuses, as well as online users. The current maintenance software upgrade, support and maintenance agreement expires in February 2020.

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 preferred reseller. In addition, according to ILCS-805/3-27.1 item f, "purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process." For these reasons, it is in the best interests of the College to work directly with the manufacturer and their preferred reseller, Meridian IT, Inc. to secure pricing. The total annual cost for the annual support and maintenance agreement is \$46,750. The College has contracted with Meridian IT's support services in the past and have been pleased with their service.

The Administration is requesting approval of a one-year contract not to exceed \$46,750 with Meridian IT, Inc. as the College's support provider for Commvault Simpana for a one year period ending February 2021.

JMW:kr
1/6/2020

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 Backup Software Support and Maintenance Renewal – One Year Contract from Meridian IT, Inc., Nine Parkway North, Suite 500, Deerfield, IL 60015 for an amount not to exceed \$46,750.00 per their price quote OaktonCC_2020CommVault Support Renewal, dated November 21, 2019.”

Authorization to Purchase Travel for Baseball Team

Each year, the Oakton Men's Baseball program schedules a spring training team trip to Florida. This trip is an integral part of the baseball program and provides opportunities for team building activities and competition with many of the best community college baseball programs in the country.

Once again, the baseball team is planning to travel to Auburndale, Florida to participate in the Russ Matt Baseball Tournament. This organization is the largest operator of college baseball spring break tournaments in the United States with over 230 college baseball teams participating in three locations. Oakton's team would be scheduled to play six games during the trip with some additional time for team building activities.

Under current plans, the Oakton men's baseball team will leave Des Plaines in the late afternoon of Monday, March 16 and return on Sunday, March 22, 2020.

The cost of the trip breaks down as follows:

Cost Category	Cost	Explanation
Signature Transportation Group 2300 Hamilton Road Arlington Heights, IL 60005	\$1,200	Bus transportation to and from airport
Select Transportation and Tours 1026 Jetstream Drive Orlando, FL 32824	\$3,500	Team transportation in Florida
Southwest Airlines 2702 Love Field Drive Dallas, TX 75235	\$10,050	Team flights round trip Chicago to Florida, plus baggage fees
Spring Break Sports, Inc. 11043 Ullswater Lane Windermere, Florida, 34786	\$11,000	Rental of home facilities for player housing, secured by Russ Matt Tournament
Russ Matt Baseball 6 Lehigh Circle Stratham, NH 03885	\$1,400	Game fees
Russ Matt Baseball	\$300	Team registration deposit
Bullpen Catering 6401 31st St. South, #101 Petersburg, FL 33712	\$2,700	Catering for team meals
Enterprise Rent-A-Car	\$1,000	Florida on-site travel costs for head coach
United Airlines PO Box 06649 Chicago, IL 60606	\$350	Travel for head coach to arrive early to set- up work prior to team arrival
TOTAL	\$31,500.00	Total estimated cost of trip

The cost of the trip will be paid for through fundraising efforts by the baseball team so the net expenditure to Oakton will be zero. Although the individual payment to each vendor is less than \$25,000, the College is seeking board approval as the nature of the total expenditures is related to a single activity. If adequate funds are not raised by February 11, 2020 to cover these costs, the trip will be cancelled.

JLP:kr
1/8/2020

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 Travel for Baseball Team from:

Signature Transportation Group, 2300 Hamilton Road, Arlington Heights, 60005 for an amount not to exceed \$1,200,

Select Transportation and Tours, 1026 Jetstream Drive, Orlando, FL 32824 for an amount not to exceed \$3,500,

Southwest Airlines, 2702 Love Field Drive, Dallas, TX 75235 for an amount not to exceed \$10,050,

Spring Break Sports Inc., 11043 Ullswater Lane, Windermere, Florida, 34786 for an amount not to exceed \$11,000,

Russ Matt Baseball, 6 Lehigh Circle, Stratham, NH 03885 for an amount not to exceed \$1,700,

Bullpen Catering, 6401 31st Street South, #101, Petersburg, FL 33712 for an amount not to exceed \$2,700,

Enterprise Rent-A-Car, Orlando International Airport, 9400 Airport Boulevard, Orlando, FL 32827 for an amount not to exceed \$1,000,

United Airlines, PO Box 06649, Chicago, IL 60606 for an amount not to exceed \$350,

for a grand total not to exceed \$31,500.00.”

Preview and Initial Discussion of Upcoming Purchases

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

a) Evisions Subscription Renewal – Three Year Contract - The College began using Evisions software in 2005 to design and deliver documents to students, employees, banks, and vendors. Evisions software integrates to Ellucian Banner and uses Banner data to produce documents and digital files which enhance security and services.

Evisions IntelleCheck adds efficiency to the payment process by streamlining output for Accounts Payable, Payroll, and direct deposit advices. Oakton has also implemented Positive Pay IntelleCheck which is directly integrated with Banner Finance and the Human Resource module and replaces the standard payment processes. The IntelleCheck solution streamlines and enhances the look of printed checks as well as provides a better level of service to vendors, students, and employees.

The Accounts Payable and the IntelleCheck Payroll module includes Direct Deposit and Positive Pay capabilities. Positive Pay is an automated fraud detection tool which sends a Positive Pay file to the bank in which the account number, check number, and dollar amount of each check is matched against a list of checks previously authorized and issued by the institution.

The Evisions system is essential to managing year end, payment, and purchasing information flow at the College. The College is currently in the process of implementing direct deposit for employee and vendors via email with Encryption which enables us to securely email payment statements to students, employees, or vendors.

The College will be seeking Board approval for a three year contract with Evisions Software which will include a three year subscription for FormFusion, IntelleCheck Accounts Payable, and IntelleCheck Payroll. Annual subscription pricing for the current contract year, which began in August, is \$16,000. The next two contract years will cost an additional \$46,000, bringing the three year total to \$62,000. The Administration plans to present this sole source item to the Board for purchase approval at the February Board meeting.

b) Vehicle for President - The current vehicle, a Subaru Outback, was purchased in 2015 and has approximately 41,000 miles. The Grounds and Procurement department will work collaboratively to issue an Invitation to Bid to local Subaru dealerships for a new 2020 Subaru Outback. The 2015 Outback will either be traded-in or sold through auction once it is determined which is in the best interests of the College. This purchase is budgeted at \$35,000 (exclusive of trade-in/sale value). Preliminary research indicates that the sale or trade-in value for the 2015

Subaru Outback is approximately \$16,000. The Administration plans to present this item to the Board for purchase approval at the February Board meeting.

c) Classroom Projectors - The FY20 capital equipment budget includes funds for the purchase of 28 replacement multimedia projectors. The projectors are part of the annual 7-year refresh lifecycle for projectors in classrooms. Every classroom is equipped with at least one ceiling mounted projector allowing instructors to project computer information and video onto the screen. The College currently has 210 projectors in total. The Media Service and Procurement departments will work collaboratively to issue an Invitation to Bid to multiple resellers in order to obtain competitive pricing. This purchase is budgeted at \$56,000 for the 28 projectors. The Administration plans to present this item to the Board for purchase approval at the February Board meeting.

d) Security Camera Assessment Consulting Services - The College is seeking consulting services to provide an analysis with recommendations regarding the current camera systems at its two campus locations in Des Plaines and Skokie. The primary function of security/surveillance cameras at the College is to provide real-time monitoring and the retention of images for evidentiary purposes. As part of the current Master Plan priorities, the College is looking to upgrade its existing system to implement a public safety video surveillance system solution that will enable the institution to be more proactive in community policing and threat risk assessment efforts. The scope of work includes:

- Reviewing the existing legacy camera system physical security including access controls, and relative to institutions of comparable threats and assets.
- Assessment of security risk for buildings/sites both during and after hours of operation resulting in security camera risk report.
- Assessment of current placement of cameras and identify gaps/ blind spots in surveillance for interior and exterior spaces covering campus property.
- Providing recommendations as to the creation, amending, or monitoring of security camera protocols/policies.

The College has identified Hagerty Consulting, Inc. to serve as consultant on this engagement. Hagerty previously assisted the College in updating its Emergency Operations Plan in 2017-2018. This purchase is exempt from bidding per the 110 Illinois Compiled Statutes 805/3-27.1 - Contracts, item (a) which states an exemption for “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.” This purchase is budgeted at \$35,000. The Administration plans to present this item to the Board for purchase approval at the February Board meeting.

e) Ratification of Ellucian Consulting Services – In early December, the College contracted with Ellucian Company, LP to provide consulting services for Human Resources and Payroll due to staffing shortages. The cost was not expected to exceed \$20,000. It has since been determined that the expenditures are expected to be approximately \$31,000 based on 130 consulting hours

and 12 project management hours. Ellucian will evaluate current Human Resources and Payroll functionality, recommend process improvements, and identify functionality not being utilized. A report of findings and recommendations will be provided as part of the engagement. The Administration plans to present this item to the Board for ratification approval at the February Board meeting.

Approval of Extension to Tolling Agreement

Oakton Community College participated in the Illinois Metropolitan Investment Fund (“IMET”) which is an approved investment in accordance with the College’s Investment Policy. In late 2014, IMET and its participants became victims of a fraud perpetrated by parties entirely unrelated to IMET, its Board or employees, or any participants of IMET’s Convenience Fund, including the College.

On January 15, 2019, the Board approved an extension to the Tolling Agreement with IMET in order to protect the College’s legal rights. That Tolling Agreement will be expiring on January 31, 2020, and because the matter remains unresolved, we are renewing the Tolling Agreement for the purpose of extending the period of time during which a legal action is required to be made.

JLS:ec
1/2020

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the Tolling Agreement Extension as attached hereto between Illinois Metropolitan Investment Fund (“IMET”) and the Board of Trustees of Oakton Community College, District 535 and authorizing execution of the Agreement by the District's attorney on the District's behalf.”

EXTENSION TO TOLLING AGREEMENT

This Extension to Tolling Agreement is made and entered into as of January 31, 2020, by and between Illinois Metropolitan Investment Fund (“IMET”), on the one hand, and the **Board of Trustees of Oakton Community College District 535** on the other hand (collectively “the Parties”).

The Parties agree that Paragraph 7 of the tolling agreement by and between the Parties dated August 18, 2015 (the “Tolling Agreement”) shall be amended to read as follows: “If not terminated earlier as provided in the 30 Day Notice provision of Paragraph 6, the Tolling Agreement shall terminate on **January 31, 2021.**”

All of the other provisions of the Tolling Agreement remain unchanged.

Illinois Metropolitan Investment Fund

By: Randall M. Lending
One of its Attorneys

Dated: _____

Board of Trustees of Oakton Community College District 535

By:

Dated: _____

Approval of Emeritus Appointments

Full-time faculty who retire from the College with at least ten years of full-time service, may request a Faculty Emeritus appointment within four years of the effective date of retirement, as stipulated in the Agreement between the College and the Full-time Faculty Association.

Faculty Emeritus and Administrator Emeritus members will be entitled to have their names listed in a section of the College catalog, to receive tuition waivers for three courses or nine credit hours, whichever is greater, during an academic year, including summer, to access full library services, and to have online access to the College, providing such access complies with Board policy 1106. Such access will be provided to the Emeritus faculty member at no cost, except as future costs for online access may be assessed to the College. In this case, a portion of such costs may also extend to Emeritus faculty members. (Article XV 15.2, C)

Hollace Graff, Distinguished Professor of Philosophy; Ronald Thomas, Distinguished Professor of Management and Business; Bruce Oates, Director of Athletics and Registrar Services; and Doreen Schwartz, Director of Business Services; retired at the end of the 2019 spring semester; Robert Frank, Distinguished Professor of Psychology; and Richard Stacewicz, Professor of Social Science and History; retired at the end of the 2019 summer semester, have requested Emeritus appointments.

Applications for re-appointment to Emeritus status may be made at the end of the ten-year term of an Emeritus appointment. Robert Burton, Professor Emeritus of Television Services; Joan Cichon, Professor Emerita of Library Services; Dino Houpis, Associate Professor Emeritus of Electronics; Susan Maltese, Professor Emerita of Library Services; Carol Murphy, Professor Emerita of Mathematics; Gary Phillips, Professor Emeritus of Mathematics; Kenneth Shinsako, Associate Professor Emeritus of Automotive Technology; Mary Ellen Simmons, Professor Emerita of Nursing; Katherine Tabers, Professor Emerita of Computer Technologies, and Information Systems; Maurice Weitlauf, Professor Emeritus of Chemistry; and Arlene Wilt, Professor Emerita of Nursing, have applied for Emeritus re-appointment. They meet the requirements for Emeritus re-appointment.

IL:bv
1/2020

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the ten-year Emeritus appointments for Professors Robert Frank, Hollace Graff, Richard Stacewicz, Ronald Thomas, and administrators Bruce Oates and Doreen Schwartz.”

“Be it further resolved that the Board of Trustees of Community College District 535 approves the ten-year Emeritus re-appointments to Professors Robert Burton, Joan Cichon, Dino Houpis, Susan Maltese, Carol Murphy, Gary Phillips, Kenneth Shinsako, Mary Ellen Simmons, Katherine Tabers, Maurice Weitlauf, and Arlene Wilt.”

Acceptance of Faculty Retirements

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

<u>Faculty Member</u>	<u>Discipline</u>	<u>Retirement Date</u>
Jinhee Canfield	Professor, Mathematics Division of STEM and Health Careers	July 31, 2020
Kathleen Carot	Professor, Humanities, Speech & Theater; Coordinator, Women's & Gender Studies Division of Liberal Arts	July 31, 2020
Jane Malik	Professor of Library Services Library Liaison Co-Chair of Library Library/ Division of Business and Career Technologies	July 30, 2020

These faculty members have met the requirements for retirement under the Oakton Community College Faculty Association contract, Article 15.2 A&C.

We congratulate Professor Canfield, Professor Carot, and Professor Malik for their many years of exemplary service to the College and wish them well in their future endeavors.

CH:nmi
1/8/2020

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 retirements of Jinhee Canfield, Kathleen Carot, and Jane Malik.”

Authorization to Hire a Full-time, Tenure-track Faculty Member

The recommendation to hire Ms. Adriana Raicu to a full-time, tenure-track faculty position in Health Information Technology for the 2019-2020 academic year, beginning in January 2020, was made after reviewing the College’s need for faculty in Health Information Technology.

The position was posted on the Oakton Community College website and on Oakton’s job boards around the Des Plaines and Ray Hartstein campuses. The position was advertised in the *Chicago Tribune*, *Chronicle of Higher Education*, *Chicago Diversity* and *Compact for Faculty Diversity*. The position opening was posted on various websites including the *Chicago Tribune’s careerbuilder.com*, *hbcuconnect.com* (Historically Black Colleges and Universities), *hacu.net* (Hispanic Colleges and Universities), *Diversejobs.net*, *Insidehighered.com*, *Higheredjobs.com*, and *illinoisjoblink.illinois.gov*.

There were eight applicants for the Health Information Technology position. The search committee conducted three on-campus interviews for this search and selected two finalists to bring to campus for interviews with Dr. Robert Sompolski, Dean of Science, Technology, Engineering and Mathematics (STEM) and Health Careers, Ms. Maribel Alimboyoguen, Assistant Dean of Health Careers, and Dr. Ileo Lott, Vice President for Academic Affairs, before a recommendation of hire was made to Adriana Raicu for a full-time, tenure-track Health Information Technology position.

Adriana Raicu earned her Associate of Applied Science Degree in Health Information Technology from Oakton Community College, and a Bachelor’s Degree in Romanian Legal Studies from Craiova University in Romania. She is a recipient of the Illinois Health Information Association’s Edna K. Huffman Award, and is a member of Oakton Community College’s Health Information Technology Advisory Committee, as well as a member of the American Health Information Association (AHIMA).

CH/vb
1/15/2020

President’s Recommendation:

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the full time, tenure track faculty hire of Adriana Raicu for the 2019-20 academic year, beginning on January 21, 2020. She will receive the prorated salary associated with the lane and step described as follows:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane, Step, Base Salary</u>		
Adriana Raicu	Assistant Professor of Health Information Technology	A	2	\$54,255.”

Acceptance of Grants

Funding totaling \$43,000.00 has been made available to Oakton Community College, subject to acceptance at the January 21, 2020 Board meeting. If the Board so desires, the resolution below will enable the Board to accept all of the following grants in a single resolution.

KT on behalf of AG
1/15/2020

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 accepts the attached resolutions, 1/20-17a and 1/20-17b, for the following grants:

a. Illinois Community College Board through the Federal Department of Labor - Apprenticeship Grant.....	\$38,000.00
b. Nuts, Bolts and Thingamajigs, The Foundation of the Fabrication & Manufacturers Association, Intl. Grant.....	\$5,000.00
for a total of \$43,000.00."	

**Acceptance of Illinois College Board Through the Federal Department of Labor –
Apprenticeship Grant**

The Illinois Community College Board through the Federal Department of Labor, has awarded Oakton Community College, an Apprenticeship Grant in the amount of \$38,000.00 to support the ICCB Professional Development Network which includes CompTIA, JFF and Harper College. The funding will be specifically used for Customized Apprenticeship Programming - Information Technology (CAP-IT) apprenticeships at Oakton and among the other nine partner colleges. The grant period is September 1, 2019 through June 30, 2020. Ruben Howard II, Director of Workforce & Continuing Education Alliance for Lifelong Learning will manage the grant and Marc Battista, Associate Vice President of Workforce Education / Dean of Business and Career Technologies Academic Affairs will administer the grant.

KT on behalf of AG
1/15/2020

President's Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$38,000.00 from the Illinois Community College Board through the Federal Department of Labor to support Customized Apprenticeship Programming - Information Technology (CAP-IT) apprenticeships project at Oakton Community College.”

Acceptance of Nuts, Bolts and Thingamajigs, The Foundation of the Fabrication and Manufacturers Association Intl. Grant

The Nuts, Bolts and Thingamajigs, The Foundation of the Fabrication & Manufacturers Association, Intl., has awarded Oakton Community College a Grant in the amount of \$5,000.00 to support 2020 NBT Summer Manufacturing Camp. The grant period is July 6, 2020 through July 16, 2020. Gloria Liu, Center for Promoting STEM Coordinator will manage the grant and Bob Sompolski, Dean of Science, Technology, Engineering and Mathematics (STEM) and Health Careers will administer the grant.

KT on behalf of AG
1/15/2020

President's Recommendation:

That the Board adopts the following resolution (*if not adopted en bloc*):

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$5,000.00 from the The Nuts, Bolts and Thingamajigs, The Foundation of the Fabrication & Manufacturers Association, Intl., to support the 2020 NBT Summer Manufacturing Camp project at Oakton Community College.”

Approval of a New Policy

Policy 1120 is a College Wide policy that was presented to the Board as a First Read at the December 10, 2019 meeting. In accordance with College policy, action on proposed policies will take place at the next regular meeting of the Board of Trustees on January 21, 2020.

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for approval the proposed new policy 1120 in support of Free Speech and Expression, attached hereto.”

COLLEGE WIDE POLICIES

Free Speech and Expression

Oakton Community College is committed to maintaining an educational environment that fosters the free exchange of thoughts and ideas. Therefore, in accordance with the First Amendment of the United States Constitution, it is the policy of Oakton Community College to protect the speech rights of students, faculty, staff, community members, and the public, while preserving the order necessary for the College to achieve its educational purpose. The College reserves its right to limit the time, place, and manner of speech and expression in order to foster a safe and inclusive campus environment in compliance with such time, place, and manner restrictions, College policies and procedures, and applicable laws.

The Vice President for Student Affairs or designee is authorized by the Board of Trustees to develop procedures for the administration of this Policy.