

**The 762<sup>nd</sup> Meeting  
of  
The Board of Trustees  
January 19, 2021**



## 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 762<sup>nd</sup> MEETING  
of  
THE BOARD OF TRUSTEES  
JANUARY 19, 2021**

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

**Closed Session  
4:30 p.m.**

**NOTICE**

As of the date of posting this agenda, all counties in the State of Illinois were operating under a Gubernatorial Disaster Proclamation. Due to the COVID-19 health pandemic, Dr. Joianne Smith, president of Oakton Community College, has determined that an in-person meeting is not practical or prudent. As permitted by Public Act 101-640, this meeting will be held without the physical presence of a quorum at the meeting location. Dr. Joianne Smith will be physically present in room 1502 at the meeting location noted above.

**AGENDA**

1. Call to Order and Roll Call
2. Consideration of a motion to close the meeting to the public for the purpose of the following:
  - review closed session minutes of December 15, 2020
  - consider the appointment, employment, compensation, discipline, negotiations, performance or dismissal of employees, collective negotiating matters, and litigation
3. Consideration of a motion for adjournment
4. Adjournment

**Open Session  
5:00 p.m.**

**NOTICE**

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Dr. Joianne Smith will be physically present in room 1506 at the regular meeting, location noted above. In further consideration of the COVID-19 pandemic and present access to the College, it is not feasible to allow members of the public to attend the meeting in-person.

Individuals who wish to address the Board of Trustees during the Public Participation portion of the meeting should send an email to [bsparks@oakton.edu](mailto:bsparks@oakton.edu) including your name, town/affiliation, and the item you wish to address to the Board, no later than 4 p.m. on January 19, 2021. Trustees, citizens, faculty and staff, may attend the meeting remotely via Zoom conferencing, details below:

**To join via tablet or computer:**

<https://oakton.zoom.us/j/98095348713>

**To join via telephone:**

312-626-6799

**Meeting ID:**

980 9534 8713

**AGENDA**

Call to Order and Roll Call

Pledge of Allegiance

R Approval of Minutes of the December 15, 2020 Board of Trustees Meetings

Statement by the President

Educational Foundation Liaison Report

Evanston Task Force Report

Student Trustee Report

Student Spotlight

Trustee Comments

Comments by the Chair

Report: Mid-Year Enrollment and Budget Update

Public Participation

**NEW BUSINESS**

**CONSENT AGENDA**

1/21-1

R a. Approval of Adoption of Consent Agenda

R b. Approval of Consent Agenda Items 1/20-2 through 1/20-9

1/21-2 Ratification of Payment of Bills for December 2020

1/21-3 Acceptance of Treasurer's Report for November 2020

1/21-4 Acceptance of Treasurer's Report for December 2020

- 1/21-5 Acceptance of Quarterly Report on Investments
- 1/21-6 Ratification of Actions of Alliance for Lifelong Learning Executive Board
- 1/21-7 Supplemental Authorization to Pay Professional Personnel – Fall 2020
- 1/21-8 Authorization to Pay Professional Personnel
- 1/21-9 Approval of a Clinical Practice Agreement

OTHER AGENDA ITEMS

- R 1/21-10 Authorization to Approve January Purchases
  - a) Microscopes
  - b) Early Alert Software Renewal - Two Year Contract
  - c) Backup Software Support and Maintenance Renewal
  - d) Architectural and Engineering Services for Cannabis Cultivation Lab
- 1/21-11 Preview and Initial Discussion of Upcoming Purchases
- R 1/21-12 Authorization to Hire Director of Major and Planned Giving/Associate Executive Director of the Foundation
- R 1/21-13 Approval of New Unit of Instruction
- R 1/21-14 Approval of Extension to Tolling Agreement
- R 1/21-15 Approval of Emeritus Appointments
- R 1/21-16 Acceptance of Illinois Community College Board Innovative Bridge and Transition Program Grant

**ADJOURNMENT**



**Minutes of the Oakton Community College Board of Trustees Meeting  
December 15, 2020**

The 761st meeting of the Board of Trustees of Community College District 535 was conducted virtually on December 15, 2020.

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

At 3:05 p.m., Chair Stafford called the meeting to order. Trustee Kotowski was absent for the meeting; all other Trustees attended virtually; Board Secretary Toussaint called the roll:

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

Chair Stafford asked for 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, the purchase or lease of real property for the use of the public body, the setting of a price for sale or lease of property, and pending litigation. Trustee Salzberg made the motion, seconded by Trustee Burns.

Trustee Toussaint called the roll:

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

Physically present in room 1502 at the Des Plaines campus, 1600 E. Golf Road, Dr. Joianne Smith, President and Mr. Edwin Chandrasekar, Vice President, Administrative Affairs. Attending virtually were Dr. Karl Brooks, Vice President, Student Affairs; and Dr. Ileo Lott, Vice President, Academic Affairs. Mr. Prashant Shinde, CIO, attended a portion of the meeting.

At 3:55 p.m., Chair Stafford asked for a motion to adjourn the closed session meeting. Trustee Salzberg made the motion; seconded by Trustee Toussaint, who then called the roll:

Mr. Stafford	Aye
Dr. Bush	Aye

Mr. Salzberg	Aye
Ms. Burns	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye
Ms. Suarez	Aye

**Open Session and Roll Call**

Chair Stafford called the regular meeting of the Board of Trustees to order at 4:00 p.m. Trustee Kotowski was absent for the meeting; all Trustees attended virtually.

Trustee Toussaint called the roll:

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

Physically present in room 1506 at the Des Plaines campus, 1600 E. Golf Road, Dr. Joianne Smith, President; Mr. Edwin Chandrasekar, Vice President, Administrative Affairs; Mr. Philip Cronin, Senior Media Services Technician; Eileen Cukierski, Senior Executive Assistant to the President and Secretary to the Board of Trustees; and Mary Reinke, Senior Executive Assistant to the Office of the President.

**Pledge of Allegiance – Chair Stafford**

**Approval of Minutes**

Chair Stafford asked for a motion for the approval of the minutes of the November 17, 2020 regular meeting of the Board of Trustees; Trustee Salzberg made the motion, which was seconded by Trustee Toussaint.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

**Statement by the President**

Dr. Smith welcomed all to the Board meeting, and acknowledged in attendance Greg Hamill, President of the Full-time Faculty Association; Cheryl Thayer, President of the Adjunct Faculty Association; and Kathleen De Courcey, President of the Classified Staff Association. Dr. Smith noted that this is Ms. De Courcey’s last Board meeting in her role as she will be retiring at the end of December; Dr. Smith thanked Ms. De Courcey for her leadership and wished her health and happiness in her retirement. Dr. Smith extended condolences to June Sproat, Registrar Services, on the passing of her mother; to Kevin Foy, Art & Design adjunct faculty member, on the passing of his mother; to Brian Franczyk, Art & Design adjunct faculty member, on the passing of his

mother; and to the family of Dr. William Koehline who passed away on November 13. Dr. Koehline was the founding president of Oakton Community College serving from 1970 – 1984. Congratulations were offered to Katie Anastasiadis, Access and Disability Resource Center, and her husband George, on the birth of their fourth child, Haralambos (Harry George). Oakton hosted the virtual Skyway Festival in November. Dr. Smith thanked Professor Tina Fakhrid-Deen, and Assistant Professor Danielle Aquiline, Co-Coordinator, Creative Writing; and Krissie Harris, Manager of Student Life and Campus Inclusion, for leading that event. All of the feedback from the other institutions was incredibly positive about the ways that they were creatively able to engage virtually in a meaningful way with the student participants. Oakton had two winners, Amy Blickhahn received third place in Creative non-fiction for her piece, *Go*; and Nadia Alexandra, received first place in the poetry category for her poem, *Sitte Shaheen* that in Arabic means Grandmother Falcon; Nadia attended the Board meeting virtually and per Dr. Smith's request, read her poem to the audience. Dr. Smith thanked Nadia for sharing her poem and joining the meeting. Other happenings that Dr. Smith mentioned, Empty Bowls at Oakton, a long-running fundraiser that raises awareness about local and worldwide hunger, unfortunately did not take place as an in-person event this year, but donations are being accepted through January 31; visit News and Events on Oakton's website for a link to donate. The student club Oakton Helping Others, is collecting scarves, hats and gloves for donations to charitable organizations in our community through December 18. Although there cannot be a traditional nurses pinning ceremony because of Covid-19, the nursing students are going to have a drive up pinning ceremony on December 17 in the parking lot of the Lee building. The ID Show: Oakton's Annual Art Faculty Exhibit where Oakton's Art Department faculty members demonstrate their unique artistic identities; the show runs virtually until January 15 on the News and Event webpage. The Employee Recognition event was held on December 10, and though we could not celebrate in person, we were able to gather virtually and thank the many employees who were recognized for their years of service to the College, as were employees who will be retiring at the end of the year. Dr. Smith noted that her two assistants' Eileen Cukierski and Mary Reinke, who have provided direct support to herself and to the Board, will be retiring at the end of the year as well. Dr. Smith thanked them both for their support of her and the Board and wished them relaxation, good health and happiness in retirement. Finally, as we enter the holiday season and prepare to bid farewell to 2020, Dr. Smith wished for all, moments that matter during this holiday season, and closed by stating 'May we all be beacons of light during this period of darkness and may there be hope for brighter days in 2021.'

### **Educational Foundation Liaison Report**

Trustee Stafford, the liaison to the Educational Foundation, reported that thanks to a sizable gift over the last month, the Oakton Educational Foundation has raised nearly \$484,381 in monetary support since July 1, which is approximately ninety-two percent to goal. Recent gifts of note include a \$308,000 gift from an anonymous donor and a \$50,000 gift from the Irving M. and Sylvia Footlik Foundation to provide resources to underwrite a pilot program focused on student debt relief. Initiated by the SEM (Strategic Enrollment Management) team, the pilot is expected to launch in Fall 2021 and will support academic momentum and credential completion. Trustee Stafford also announced a \$10,000 gift from President Joianne Smith and her husband David, to launch the Joianne and David Smith Hope and Resilience Scholarship. This endowment will provide support to students who have a history of incarceration with preference to those who are participating in the Northwestern Prison Education Program; the Foundation also received a \$30,000 gift from new donors Greg and Carol Korak, to launch a scholarship in honor of Mr. Korak's parents. The scholarship will support students who are studying accounting, engineering, or manufacturing with a 3.0 GPA or higher. The Foundation also received continuing support from the Anne and Mead Montgomery Family Foundation with a \$8,000 gift to the scholarship in their name; a \$3,000 gift from Dr. Thomas and Suzanne TenHoeve, to add resources to the endowed scholarship in their name. The Foundation was pleased to underwrite a Thanksgiving cookie card sent with a message of appreciation by President Smith to all 985 active employees. The Memorandum of Understanding (MOU) working group met last week and finalized the draft document that will be socialized with each of the Boards. Trustees will discuss this during the Committee of the Whole meeting scheduled for January 19, 2021.



## **Evanston Task Force Report**

Trustee Burns commented on the many wonderful contributions that have recently been made to the Educational Foundation. Trustee Burns announced that the Evanston Task Force did finish all of the conversations that were scheduled. The following are the names of the people that the Task Force spoke with: Kevin Brown, Safer Foundation; Dr. Pete Bavis, Assistant Superintendent of Curriculum and Instruction at Evanston Township High School (ETHS), along with Dr. Eric Witherspoon, Superintendent of ETHS, and Dr. Marcus Campbell, Assistant Superintendent at ETHS; Dave Davis, Executive Director for Community Relations, Northwestern University; Karen Demorest, Executive Director, Youth Jobs Center; Jude Laude, Program Coordinator, Youth Jobs Center; Ahmadou Drame, Metropolitan Planning Council; Patrick Keenan Devlin, Executive Director, Moran Center for Youth Advocacy; Monique Brunson Jones, Former Director, Evanston Community Foundation, who has now moved to Forefront; Nathan Norman, Youth and Young Adult Supervisor, who also graduated from Oakton Community College and who went on to Northeastern, and who is now on his way to Northwestern University; Susan Trieschmann, Executive Director, Curt's Café; the Honorable Judge Lionel Jean-Baptiste. On the Committee Task Force from Oakton were President Joianne Smith; Dr. Ileo Lott, Vice President, Academic Affairs; Dr. Karl Brooks, Vice President, Student Affairs; and Mr. Shedrick Daniels, Director of Student Life and Campus Inclusion.

Trustee Burns wanted everyone to know that Trustee Yanow and she had individual conversations with Dr. Smith, Dr. Lott, Dr. Brooks, Dr. Howard, and Mr. Daniels, who were forthcoming and provided valuable information. Dr. Kelly Becker, Assistant Vice President of Institutional Effectiveness and Strategic Planning, will synthesize all of the conversations as they were recorded, and she will provide the themes that emerged during those conversations. The Task Force will next meet on December 18 to talk about next steps. Trustee Burns said that what emerged out of the conversation for her is that Oakton needs to address their messaging to a specific market, which is the pursuit of African American Males, and we need to build more relationships. In general, for those who would ask the question why we are focusing now on African American Males, she asked them to look in the classrooms and see who your classmates and students are and if you think that we have plenty of African Americans in general, but specifically African American Males, then maybe we do not need to do this work. She does think that it is important because Evanston, which is the largest district within Oakton's district, has very low attendance at the College. We have many African American Men, particularly in Evanston, that do not have the direction that many of the students at Oakton do have. Trustee Burns stated that if anyone has any questions about this initiative, to please reach out to her. Trustee Burns stated that education is a vehicle for opportunities and that is the reason why this initiative is so important to her. She thanked everyone who has participated, it has been very enlightening and she looks forward to the next steps. Trustee Yanow also thanked everybody who has participated in this endeavor with the Task Force, particularly those participants from Oakton. She repeated that the themes that are emerging are about messaging and relationship building, which really speaks to the more complex, broader systemic problems that we all address even within our institution. We are bringing those to light, we will continue to focus on them, and we will continue to be honest about what we are learning. Chair Stafford thanked Trustee Burns for the report and is looking forward to continuing this conversation.

## **Student Trustee Report**

Student Trustee Suarez noted that students are finishing their classes and are in the final stretch of the semester and she congratulated the students for completing their first full semester during the pandemic, a first for all of us. She announced that registration for winter and spring courses is still open. Academic advising continues to be available for virtual meetings by appointment Monday through Fridays, 8:30 a.m. – 6 p.m. Tutoring sessions are still available by appointment as well. The Wellness Center has hosted virtual self-care bingo sessions for prizes to help students de-stress during these times. UNICEF held a bingo night where they took the opportunity to share information about children's rights and ways to spread awareness. The SGA (Student Government Association) continues to search for more senators. If interested, please email SGA @oakton.edu. Phi Theta

Kappa (PTK) held their last restaurant fundraiser of the semester with Panera on December 5. Their chapter is also completing and submitting their Honors in Action and College projects, which are the two major projects that PTK chapters are open to do, and which they have been working on since August. Congratulations to them for their hard work. Student Life and Campus Inclusion hosted a week of stress relief activities to help students de-stress as well. TRIO continues to host a variety of workshops from financial literacy to time management and they are always updating on their social media pages. Lastly, TRIO is hosting a game night on December 17 to celebrate the end of the semester. Event information and registration links can be found throughout Oakton's Instagram and Facebook pages as well as the Student Life and Campus Inclusion D2L shell.

### **Student Spotlight**

Dr. Smith introduce student Michael Ameen, an outstanding student athlete, and a member of the Oakton men's soccer team, who is on track to finish his degree this semester. Michael spoke about his experience at Oakton and all of the people who have helped him along the way. He came out of high school and saw Oakton as a great opportunity to get his associate degree for an affordable price in order to be able to transfer to a four-year university for his bachelor's degree. When Michael visited Oakton and talked to the soccer coaches and other students who would be his teammates, he saw a very close-knit community that he did not see when he visited other community colleges and four-year colleges. He saw the campus as one of the best to easily maneuver around and to find everything that he needed. Michael spoke about his soccer experience and how the coaches have helped him along the way. Coach Brody has been very instrumental in his success the last two years, especially during this time, both athletically and academically. Although soccer was a part of his decision to attend Oakton, the biggest reason for him to attend was that close-knit community he found when he visited the campus. Michael is grateful for his experience at Oakton and for the staff, professors, coaches, and advisors, all of whom have played a big part of who he is today. Dr. Smith thanked Michael for sharing his experience and congratulated him on his upcoming graduation.

### **Trustee Comments**

Trustee Bush thanked Michael for sharing his experience, and wanted him to know that Oakton will always be proud of him and will be here for him. As the Illinois Community College Trustees Association (ICCTA) liaison, Trustee Bush acknowledged Trustee Burns' appointment and gratitude for her acceptance to join a statewide strategic planning committee that will have a significant impact on post-secondary education in Illinois. The Illinois Board of Higher Education (IBHE), which focuses on four-year institutions, is developing a new ten-year strategic plan for higher education. IBHE is developing this plan in cooperation with the Illinois Community College Board, and the Illinois Student Assistance Commission. The strategic planning process will be designed to address three key areas: 1) systemic inequities that have affected Illinois post-secondary outcomes; 2) the needs of the state's economy; and 3) post-secondary attainment. The ICCTA was invited to have a representative on the joint committee that will make recommendations to the IBHE. Trustee Burns will represent Oakton, District 535, and the ICCTA on this prestigious committee. Many thanks to Trustee Burns for serving on our behalf. Trustee Burns thanked Trustee Bush for acknowledging her appointment to the committee. Trustee Burns thanked Michael Ameen for sharing his experience with the Board and she wished him well in his future endeavors. Trustee Burns acknowledged the retirements of Mary Reinke and Eileen Cukierski from the President's Office. She said that when she first joined the Board they made her feel at ease and important in her new position. Their warmth and sincerity were authentic and she thanked them for that and wished them well on their retirement. Trustee Burns referenced a publication titled 'First Reading', which is an update to elected leaders. Dr. Smith commented that this is a new initiative that is going out to all of our locally elected state and federal legislators. Special thanks to Steve Butera in College Relations, who worked to put the piece together. The goal is to share that publication twice a year with all our local mayors, city officials, state representatives, and federal legislators, letting them know about current issues at Oakton as well as advocacy at the legislative level. Trustee Burns commended Dr. Smith saying that the publication was nicely done. Trustee Salzberg echoed Trustee Burns' comments about the upcoming retirement of Ms. Reinke and Ms. Cukierski. He said their efforts

to assist the Board and their dedication to the students has been a major focus of their work, and he wished them both only the best in their retirement.

### **Comments by the Chair**

Chair Stafford read a letter from former President Margaret Lee congratulating Ms. Cukierski and Ms. Reinke on their retirement. Trustee Toussaint commented and thanked them for making her feel comfortable as a new Board member and offered her congratulations to them both. Ms. Cukierski thanked the Board for their kind words, and noted that for both her and Ms. Reinke, it has been a privilege to work with all of the Trustees that have crossed their paths in their time in the President's Office. Chair Stafford referred to a purchase item that was supposed to be on the December 15 agenda, but it was decided that some additional research needed to be done before bringing to the Board for a vote. Because the bid for that item goes for sixty days and would expire before the Board meeting on January 19, Chair Stafford suggested that the Board schedule a second Board meeting for January, specifically January 12 at 3 p.m. to do two things: 1) review the purchase item and secondly, have a discussion/report relevant to the Evanston Task Force. Chair Stafford proposed that the January 19 meeting begin at 1:30 p.m. with a Committee of the Whole meeting to discuss two specific items, research on purchasing that the Board had previously requested of President Smith, and to discuss the first look of the MOU that is being developed with the Educational Foundation. Closed session would begin at 3 p.m. and the regular Board meeting at 4 p.m. Chair Stafford relayed that the Board has directed that the presentation at the Board meeting on the 19<sup>th</sup> be about the Covid-19 pandemic and how it relates to our budget and enrollment, and the general state of community colleges in Illinois. Trustee Yanow asked if it was possible to begin at 3 p.m., as January 19 is the National Day of Racial Healing and there are quite a number of activities going on throughout the city that day. Chair Stafford said in light of that information, he will look at proposing a couple of different times to the Board to work out the timing for that meeting.

### **Report: Grant Strategy**

Dr. Smith introduced Al Grippe, Director of Grant Strategy and Development and several members of that team, who provided an update on the College's strategic approach to grants; updated some of the grants that we have received, and the grants that the Board will be accepting on the evening's agenda. Director Grippe thanked Dr. Smith and the Board for the opportunity to present the report on grant strategy. The presentation will provide an overview of grant operations at Oakton and how that connects back to the work of the institution, major grant initiatives and the impact that they have had at the College, as well as highlight the work that they are doing to utilize their funds to support the institutional need especially through these uncommon times. The Office of Grant Strategy and Development is responsible for identifying, securing, and managing external funding primarily from public funds, in order to support programs, projects, and initiatives at the institution. The work they do is truly collaborative. They work closely with faculty, staff, and administrators to vet opportunities against the priorities of the institution, and work with teams to craft comprehensive proposals, and in the post award period, work together with grant managers and alongside other departments including at minimum, Accounting, Purchasing, and Institutional Research, to support grant management compliance, outcomes and related reporting. Since Director Grippe joined the College in 2018, Oakton has been awarded \$10,740,372,000 in external funding which includes grants from approximately sixty different projects. The large majority of the awards are competitive in nature, meaning they are competing against other institutions and agencies for a finite pool of funds where only a fraction of those who apply are funded. Once awarded, each grant has to be managed in accordance with federal, state, and grant specific compliance measures to ensure both programmatic and fiscal adherence to the regulations. Our funding portfolio from the past three years includes approximately \$5.4M in federal funding from agencies such as the U.S. Department of Education, National Science Foundation, the U.S. Department of Justice, and Department of Labor. They have approximately \$5.2M in state awards, which come primarily from ICCB, but also include the Secretary of State, Department of Commerce and Economic Opportunity, and the Illinois Arts Council, just to name a few. They have been awarded approximately \$61,000 from private funds from sources such as the Chicago Community Trust and various other association type funders. Looking at the dollars raised and the number of grants, is one way to show the impact of the department,

but it does not provide the entire picture. A large part of their work directly connects to the Oakton Experience and has a direct impact on the students. Alexandra Ware, Grants Compliance Specialist, for Adult Education and Perkins grants, next spoke about the management of the grants, strategic alignment, relationship management, fiscal management, and reporting and auditing. Ms. Ware said that Oakton faculty, staff and administrators also serve from time to time as grant administrators. They are responsible for successfully executing the grant to our external grant funders. The strategic alignment, relationship management, and fiscal management pieces, is information from our external funders. When reporting and auditing, Oakton is kicking back information to our funders in the form of reporting, responding to Adhoc requests or desk audits. Each of these functions is essential to not only maintaining compliance of the grant, but also maintaining our strong relationship with our funders, which allows Oakton to continue developing innovative and diverse programming, which reaches our community, staff, and students.

Director Grippe next highlighted the Department of Education Grants – the TRIO-Student Support Services (SSS) grant. The TRIO SSS is one of the oldest grants that we have at Oakton dating back to 1990. TRIO SSS seeks to provide comprehensive support that empowers students to be successful and overcome academic, economic, and social barriers to obtaining educational success. This is a highly coveted, highly competitive award. For the 2015 – 2020 cycle, which is just now concluding, TRIO served 213 students. During the five-year grant term, there were four objectives that the grant was charged to meet. These objectives were approved by the Department of Education and include metrics for persistence, maintaining good academic standing, completion, and completion with transfer to a four-year institution. The program met or exceeded the measures during the grant period. It is also notable that eighty percent of the students served during this program met the qualifications of both first generation and low-income students, and forty-four percent of the students met the qualifications of coming from a low-income household and living with a disability. In order to meet the metrics, the TRIO team hosted and offered various activities to participants in order to help them meet the goals outlined. Next, Director Grippe showed a short video of student Javeria Tariq who talked about her experience with TRIO, of which she has been an active member, as well as being co-vice president of leadership of the PTK chapter, and how everyone connected with TRIO helped her with her educational journey. Next Bob Sompolski, Dean of STEM and Health Careers, spoke about STEM projects that fall under his area. Dean Sompolski talked about the Advance Technological Education program, which was designed to target community colleges to help development curriculum that trained technicians for the emerging high tech fields that drive our nation's economy. This is where community colleges excel. The program encourages partnerships between academic institutions and industry to promote improvement in the education of science and engineering technicians. Dean Somploski specifically provided information on the National Center for Supply Chain Automation and the Collaboration of Midwest Professionals for Logistics Engineering Technology Education. Next Dean Somploski talked about the STEM scholarships from the National Science Foundation (NSF), in supporting our grant known as the STEM Scholar's grants. The goal of that grant is to diversify the STEM student population. Data available shows that there is a 50/50 breakout percentage of male and female students that are active in the grant. The data also shows that the Latinx and AAPI (Asian American Pacific Islander) populations are higher than White Non-Hispanic students, an indication of the success that this grant has had thus far. The majority of those students, fifty percent of them are in engineering, a large component in biology and physical sciences. The strategy is to have the STEM scholars work with a single academic advisor that helps them develop a two-year individualized education plan, they meet with a dedicated financial aid advisor, and faculty mentors. The newest of the grants is the Center for Organizing Minority Programs to Advance Student Success. The goal of this particular program within the Department of Education is to address the Asian American Native American Pacific Islander population (AANAPI). Oakton has been designated as an AANAPI serving institution, the only community college in Illinois to have that distinction. One of the components of the grant is to focus on drawing more women and more people of color into computer science.

Next, Marc Battista, Associate Vice President of Workforce Development/Dean of Business and Career Technologies, talked about the Adult Education and Family Literacy Grants (AEFL). In Illinois, there are 1.1M

adults with less than a 12<sup>th</sup> grade education and nearly 3M that speak another language other than English. With these statistics, Illinois ensures that there is funding to support these adult learners. At Oakton, the funds dedicated through the AEFL grants support Adult Basic Education and Adult Secondary Education, English Language Learners/ English as a Second Language, Literacy Program, and the Night High School Program. In FY20, the Adult Education Programs provided instruction to 2,282 students. The AFEL allocations are a combination of both federal and state dollars that pass through ICCB for disbursement. Since 2017, the state allocates about \$50M annually to seventy-five Adult Ed providers and Oakton's portion generally ranges from \$1.5-1.6M. Dean Battista introduced Eloina Prado-Menzies, who is a former adult education student and a current Early Childhood Education (ECE) student, to share some of her experiences. Ms. Prado-Menzies began by expressing her gratitude toward Oakton Community College's adult education program and its role in her ability to transition to where she is today. She enrolled in the program in 2013 and has received tremendous support and encouragement from her instructors, which contributed to her success in passing the GED exam. The adult education program teachers and staff provided support in her transition from adult education to the ECE department. Oakton's adult education program has played a very important role in where she is today and where she is heading. She is currently working on earning her ECE certificate and she plans to continue to earn an associates degree in ECE. Ms. Prado-Menzies was thankful for the opportunity to share her story.

Dean Battista talked about the Carl D. Perkins Postsecondary Career & Technical Education (CTE) grants that are received annually. The Perkins grant has provided support for Health Careers, Manufacturing, Automotive, HVAC, Fire Science, Law Enforcement, and Business. It has also provided externships for faculty to stay abreast of what is happening in the industry. The Perkins grant also supports positions that are focused on dual credit with an emphasis on CTE as well as experiential learning that happens at Oakton and has been utilized to help retro fit some CTE classrooms and labs due to the Covid-19 pandemic and the need to deliver instruction remotely. The ICCB funds approximately thirty-nine community colleges in Illinois with Perkins funding. The state allocation for Perkins on average is around \$15M, which Oakton receives on average \$240,000 annually. In addition to Perkins funding, Oakton has taken advantage of additional funding opportunities through ICCB focused on improving CTE programs. In FY19, Oakton was awarded a CTE improvement grant and as a result of that award, Oakton's automotive department became an ASE accredited program. In FY2021, Oakton was awarded a CTE leadership grant focused on CTE students of color.

Director Grippe noted that there is no doubt that Oakton has had a proud history with grants and external funding. The current Covid-19 situation has forced the College to stop and reassess and the Office of Grant Strategy and Development is doing this as well. The past nine months has required the area to pivot quickly in changing circumstances and regulations to work with grant managers to continuously reassess our grant goals and determine what is and is not possible under these circumstances. Changing rules at the federal and state level has allowed the transition to remote learning through the purchase of PPE, laptops, and equipment to help allow for distance learning in the classrooms. They began to look at how they utilized their steady grants to see if there is a way to leverage them to support personnel. Their work is rooted in the strategic goals of the college and it drives and sustains our efforts by ensuring that we are holding up the responsibility to support Oakton reaching its goals. Director Grippe highlighted new grants that are on the horizon, grants that were on the evening's agenda from the Chicago Community Foundation, Racial Healing Grant, and from the Illinois Arts Council, Visual Arts Support, both, which are competitive grants.

Chair Stafford thanked the group for the comprehensive presentation, especially the inclusion of the students and their stories.

### **Public Participation**

Oakton Community College Police Officer Tom Dattilo, who is also president of the Oakton chapter of the Metropolitan Alliance of Police, thanked the Board for volunteering their skills for the benefit of the Oakton

community. He also, on behalf of all of the police officers of the College, expressed their appreciation for the Board's thoughtful consideration of the tentative labor agreement that is on the evening's agenda for a vote.

## **New Business**

### **12/20-1a Approval of Consent Agenda**

Trustee Salzberg offered:

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

Trustee Bush seconded the motion; Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

### **12/20-1b Approval of Consent Agenda Items 12/20-2 through 12/20-5**

Trustee Bush offered:

"Be it resolved that the Board of Trustees of Community College District 535 approves the following items 12/20-2 through 12/20-5 as listed in the Consent Agenda."

#### **12/20-2 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 \$5,425,100.07 for all check amounts and for all purposes as appearing on a report dated November 2020."

#### **12/20-3 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 \$3,779.00 for all funds listed in item a."

a. Salary payments in the amount of \$5,545.25 for part-time teaching services for the Alliance for Lifelong Learning Fall 2020.

b. Salary rescinds in the amount of \$0 for part-time teaching services for the Alliance for Lifelong Learning Fall 2020.

#### **12/20-4 Supplemental Authorization to Pay Professional Personnel – Fall 2020**

1. "Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$72,235.92 to the total amount of part-time teaching salaries paid during the 2020 fall semester; the revised total payment amount is \$4,121,049.56."

2. "Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$32,032.00 to the total amount of faculty overload salaries paid during the 2020 fall semester; the revised total payment amount is \$576,331.60."

12/20-5

**Approval of Clinical Practice Agreements**

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

**Basic Nursing Assistant Training and Nursing:**

Advocate Health and Hospitals Corporation, Advocate North Side Health Network, Advocate Condell Medical Center, Advocate Sherman Hospital, Dreyer Clinic, Inc., EHS Home Health Care Service, Inc. and Meridian Hospice

**Health Information Technology:**

DHA Lab

**Medical Laboratory Technology:**

Advocate Health and Hospitals Corp, Advocate North Side Health Network, Advocate Condell Medical Center (ACL Laboratories)

**Physical Therapist Assistant:**

Fyzical Therapy and Balance Centers  
RCI (WRS), LLC d/b/a Rush Physical Therapy (Nova Care Rehab)  
Team Rehab.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.

12/20-6

**Approval of Board Meeting Schedule for Calendar Year 2021**

Trustee Dr. Bush 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 2021 calendar year for public notice as follows: January 19, February 16, March 16, April 27, May 25, June 29, August 17, September 21, October 19, November 16, and December 14. Time and location of all meetings will be posted as required by law.”

Trustee Burns seconded the motion.

Chair Stafford commented that there would be a special meeting of the Board on January 12, 2021.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

**12/20-7 Authorization to Approve December Purchases**

Trustee Toussaint offered:

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

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
12/20-7a	1	IP Telephony Annual Maintenance and Software Assurance Agreement	Telcom Innovations Group, LLC	\$ 30,295.86
12/20-7b	1 - 2	Ellucian License Exchange and Enhancement Amendment – Five Year Agreement	Ellucian Company	\$ 2,279,470.00
12/20-7c	1 - 2	Grant Funded Laptop Computers	CDW-G, LLC	\$ 55,372.16
12/20-7d	1	Hunter WinAlign™ Alignment System	Mohawk Resources, Ltd.	\$ 28,815.10
Grand Total				\$ 2,393,953.12.”

Trustee Salzberg seconded the motion; Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

**12/20-8 Preview and Initial Discussion of Upcoming Purchases – Discussion Only**

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Furniture for Des Plaines Cafeteria Renovation; b) Microscopes; c) Backup Software Support and Maintenance Renewal-One Year Contract; d) Backup Software Support and Maintenance Renewal; and e) Architectural and Engineering Services for Cannabis Cultivation Lab.

**12/20-9 Preview of New Units of Instruction – Video Digital Content Creation Certificate; Audio Digital Content Creation Certificate**

Dr. Smith commented that these are two new short stackable credentials as we develop innovative programming to respond to community needs. The first is the Video Digital Content Creation Certificate, and the second is the Audio Digital Content Creation Certificate. Both are 18-credit hour career certificates that build and stack into the associate’s degree.



Trustee Bush commented that these new units of instruction are exciting. She noted that in the description, it states that there are 818 active postings in the College's district and 1,869 in Chicago; does that translate into job openings that require this kind of certification? Dr. Ileo Lott, Vice President of Academic Affairs, commented that yes, it is an analysis of active job postings. Trustee Bush added she is hoping that the last course in both of these certificates, New Media and Technology in Marketing, includes some type of hands on experience, an internship, apprenticeship, or job shadowing. Dr. Lott said that he did not think that was built in, but certainly, it is something that can be explored as we do try to build relationships with those industry partners in the area. Dr. Bush noted that when there are so many active postings in this exact area, it would seem like natural that if a student is getting both certificates, they may have two experiences with two local businesses, and that seems like such a great opportunity. She congratulated all involved and told them to keep bringing these great new units to the Board. Dr. Lott thanked the faculty and staff who work hard to create the curriculum. Dr. Lott said that Ruth Williams, Assistant Vice President, Academic Affairs; and Dean of Curriculum & Instruction, relayed to him that there is a practicum component to this that is built into both certificates. Dean Williams said that the practicum is actually built into the degree that it folds into. These two certificates are more for people who are currently working in a similar field and they are getting that additional experience, for instance for podcasting, YouTube, etc. that is why there are two separate certificates, because someone may only need one component. Trustee Bush asked what if they are not currently working. Dean Williams said that is not built into the certificates, but she can bring that idea back to the internship coordinator as well as the faculty, Trustee Bush thanked Dean Williams. Trustee Toussaint asked if in order to gain access to the certifications, could someone enroll in the Fall and go directly into these classes, or are there pre-courses that they would have to take before they can enroll for the certifications. Dean Williams replied that there are minimum placement requirements. For example, for the technical communications class, students do have to be able to place in English 101 and meet the math placement requirement. If they make those placement requirements, they can go directly into the courses.

**12/20-10 Approval of New Unit of Instruction**

Trustee Salzberg offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the new unit of instruction, Forensics Certificate.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.

**12/20-11 Authorization to Hire Full-time, Tenure-track Faculty Member**

Trustee Bush offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the full-time, tenure-track faculty hire of Ms. Debbie Schiltz for the 2020-2021

academic year, beginning in January 2021. She will receive the salary associated with the lane and step described as follows:

Debbie Schiltz, Assistant Professor of Nursing; Lane C, Step 3, Base Salary \$60,857.”

Trustee Salzberg seconded the motion.

Dr. Lott thanked the committee who brought forward such a wonderful candidate. It is hard to hire nursing faculty, it was a hard search, but we did get the right person. Ms. Schiltz was in attendance virtually at the meeting and introduced herself to the Board.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

**12/20-12 Approval of Salary Increases for Administrators**

Trustee Burns offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves a 1% increase in salaries for thirty-four continuing administrators totaling \$21,528.00 as listed below.”

	<b>Administrator</b>	<b>Title</b>	<b>Board Approved Increase</b>
1	Alimboyoguen, M	Assistant Dean of Health Careers	\$549.00
2	Bailey, R	Director of Operations and Administration	\$537.50
3	Battista, M	Associate VP of Workforce Education	\$618.00
4	Becker, K	Assistant VP of Inst. Effectiveness and Strategic Planning	\$583.50
5	Brennan, A	Assistant VP of Academic Affairs/College Transitions	\$627.00
6	Brooks,	VP for Student Affairs	\$872.50 (A)
7	Brown, M	Director, Admission and Enrollment	\$620.00
9	Chandrasekar, E	VP for Administrative Affairs	\$1,004.00 (A)
10	Contreras, S	Dean of Student Success	\$654.00
11	Cuellar, L	Director of Student Learning and Engagement	\$488.50
12	Daniels, R	Director of Student Life and Campus Inclusion	\$451.00
13	Grippe, A	Director of Grant Strategy and Development	\$451.00
14	Hands, C	Chief Human Resources Officer	\$819.50 (A)
15	Hoffmann, J	Chief of Police and Emergency Management	\$500.00
16	Howard, R	Director of Workforce and Strategic Partnerships	\$504.50
17	Ivory, J	Dean of Adult & Continuing Education/Dean of Skokie	\$550.00
18	Jeremiah, J	Assistant Dean of Library	\$440.00
19	Kiel, M	Dean of Counseling, Health & Wellness	\$598.00
20	Korbel, L	Dean of Liberal Arts	\$769.50
21	Kozimor, R	Director of Software and User Services	\$743.00
22	Lawson, R	Dean of Online Learning	\$636.50

23	Lehmacher, A	Director of Marketing	\$585.00
24	Lott, I	VP for Academic Affairs	\$881.50 (A)
25	Patrick, J	Assistant VP, Student Affairs/ Dean for Access, Equity and Diversity	\$627.50
26	Sawyer, K	Associate VP of Marketing and Communication/ Chief Advancement Officer	\$836.00
27	Scifo, J	Director of Facilities	\$607.50
28	Shinde, P	Chief Information Officer	\$775.00
29	Sompolski, R	Dean, STEM and Health Careers	\$784.00
30	Huber, M	Dean of Enrollment Management	\$600.00
31	Wade, J	Director of System and Network Services	\$761.00 (B)
32	Warmann, C	Registrar, Director of Student Financial Support	\$680.00
33	Williams, A	Controller	\$751.00
34	Williams, R	Assistant VP, Academic Affairs/ Dean of Curriculum and Instruction	\$622.00
			<hr/> \$21,528.00

Notes:

- (A) Includes a 3% SURS contribution
- (B) Will receive a SURS contribution, in lieu of a salary increase, in accordance with Policy 4318

Trustee Bush seconded the motion.

Dr. Smith acknowledged that this has been a difficult year and the administrative team has worked very hard. Earlier in the year we did not offer any salary increase, this is a very modest increase given the times that we are in, but in recognition of the effort put forth by the administrative team this year.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

**12/20-13 Authorization to Approve the Tentative Collective Bargaining Agreement between the Oakton Community College Board of Trustees and the Oakton Metropolitan Alliance of Police**

Trustee Yanow offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the tentative agreement with the Metropolitan Alliance of Police (MAP) effective July 1, 2020 through June 30, 2025.”

Trustee Salzberg seconded the motion; Trustee Toussaint called the roll:

Ms. Toussaint	Aye
Ms. Burns	Aye

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

The motion carried; Student Trustee Suarez favored the resolution.

**12/20-14 Approval of a Settlement Agreement**

Trustee Bush offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the non-monetary separation agreement entered into between the College and Mr. Sundeeep Talwar, which provides for a release and waiver of all claims against the College.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.

**12/20-15 Acceptance of Grants**

Trustee Yanow offered:

"Be it resolved that the Board of Trustees of Community College District 535 accepts 12/20-15a and 12/20-15b, for the following grants:

a. The Chicago Community Foundation Grant in the amount of.....	\$30,000.00
b. Illinois Arts Council Visual Arts Program Grant in the amount of	\$4,400.00
for a total of	\$34,400.00.”

Trustee Toussaint seconded the motion and called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

**12/20-16 Approval of Policy Revisions**

Trustee Salzberg offered:

“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts the revisions to the 1000 series of Board Policies.”

Trustee Burns seconded the motion and called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

### **Adjournment**

The next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held on Tuesday, January 19, 2021.

Trustee Salzberg made a motion to adjourn the meeting, which was seconded by Trustee Yanow.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

The meeting adjourned at 6:00 p.m.

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William Stafford, Chair

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Marie Lynn Toussaint, Board Secretary

ec  
12/2020

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 1/21-2 through 1/21-9**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 1/21-2 through 1/21-9 as listed in the Consent Agenda.

- 1/21-2      Ratification of Payment of Bills for December 2020
- 1/21-3      Acceptance of Treasurer’s Report for November 2020
- 1/21-4      Acceptance of Treasurer’s Report for December 2020
- 1/21-5      Acceptance of Quarterly Report on Investments
- 1/21-6      Ratification of Actions of Alliance for Lifelong Learning Executive Board
- 1/21-7      Supplemental Authorization to Pay Professional Personnel – Fall 2020
- 1/21-8      Authorization to Pay Professional Personnel
- 1/21-9      Approval of a Clinical Practice Agreement.”

**Ratification of Payment of Bills for December 2020**

The check register detailing the regular monthly bills for December 2020 was sent out on January 15, 2021. The totals by fund are on page 2. This includes approval of travel reimbursements for December 2020.

\_\_\_\_\_  
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 \$5,669,940.46 for all check amounts as listed and for all purposes as appearing on a report dated December, 2020."



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 2020, represented by checks on pages 1-45 numbered !0000362-!0000407, 150223-150502 and 150504-150553 on the check register, have been received, supporting invoices audited and that these checks were in order for issuance and are hereby listed for ratification by the Board of Trustees.



Treasurer, Oakton Community College District 535

RECAPITULATION

Gross Checks Issued

<u>Fund</u>	<u>Gross Payroll</u>	<u>Accounts Payable</u>	<u>Sub-Total</u>	<u>Voided Checks</u>	<u>Total</u>
Education	\$ 3,864,051.84	\$ 630,114.11	\$ 4,494,165.95	\$ (99.00)	\$ 4,494,066.95
Operations, Building and Maintenance Fund	\$ 341,711.28	\$ 147,112.54	\$ 488,823.82	\$ -	\$ 488,823.82
Maintenance Fund (Restricted)	\$ -	\$ 26,402.90	\$ 26,402.90	\$ -	\$ 26,402.90
Bond & Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Auxiliary Enterprise	\$ 218,725.34	\$ 114,698.80	\$ 333,424.14	\$ (288.00)	\$ 333,136.14
Restricted purposes	\$ 164,190.69	\$ 92,291.49	\$ 256,482.18	\$ -	\$ 256,482.18
Working Cash			\$ -		\$ -
Trust/Agency	\$ -	\$ 75.97	\$ 75.97	\$ -	\$ 75.97
Audit	\$ -	\$ 2,150.00	\$ 2,150.00		\$ 2,150.00
Liability, Protection & Settlement	\$ -	\$ 67,915.50	\$ 67,915.50	\$ -	\$ 67,915.50
Social Security/Medicare Loan	-	-	-	-	-
<b>TOTALS</b>	<u>\$ 4,588,679.15</u>	<u>\$ 1,080,761.31</u>	<u>\$ 5,669,440.46</u>	<u>\$ (387.00)</u>	<u>\$ 5,669,053.46</u>
Student Government	\$ -	\$ 500.00	\$ 500.00	\$ -	\$ 500.00
<b>TOTAL PER REPORT</b>	<u><u>\$ 4,588,679.15</u></u>	<u><u>\$ 1,081,261.31</u></u>	<u><u>\$ 5,669,940.46</u></u>	<u><u>\$ (387.00)</u></u>	<u><u>\$ 5,669,553.46</u></u>

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 1-45 numbered 150503 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 \$500.00 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 2020.

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

**Acceptance of Treasurer's Report for November 2020**

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 2020."

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

November 2020

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

Treasurer's Comments on November 2020 Financial Statements

Page 4. Financial Position Statement

**Cash and investments**

Monthly collections included \$588,000 in tuition and fees, \$575,000 for the state Monetary Assistance Program (MAP), \$114,000 in property taxes, \$109,000 in ICCB State Performance and State Basic grants, and \$45,000 in interest earnings. \$2.6 million in scheduled bond payments were made at the end of November.

Net cash and investments decreased by \$5.0 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 \$42.4 million or 97% of the prorated budget, compared to \$45.1 million, or 98% for the previous year. Tuition and fees totaled \$18.1 million year to date, or 93% of the prorated budget. Last year, tuition and fees totaled \$20.6 million or 95% of the prorated budget. Revenues from tuition and fees are recorded as billed.

**Expenditures**

The current year's total actual operating expenditures were \$28.4 million. The operating expenditures are \$1.4 million (4.7%) below prior year's actual expenditures of \$29.8 million for the same period. Net transfers total \$2.7 million as budgeted.

OAKTON COMMUNITY COLLEGE  
 FINANCIAL POSITION OF FUNDS AS OF  
 NOVEMBER 30, 2020  
 (IN THOUSANDS)

	Education	Operations & Maintenance	Operations & Maintenance (Restricted)	Bond And Interest	General Long term Debt	Working Cash Auxiliary Agency Restricted	Investment In Plant	Social Security Medicare Audit Tort	Retiree Health Ins.	Total All Funds
<b>ASSETS</b>										
Cash	\$ 4,726	\$ 876	\$ 47	\$ 746	\$ -	\$ 703	\$ -	\$ 667	\$ 2,824	\$ 10,589
Taxes Receivable	1,092	214	-	92	-	-	-	3	-	1,401
Student Tuition Receivable	5,225	-	-	-	-	384	-	-	-	5,609
Government Funds Receivable	-	-	-	-	-	393	-	-	-	393
Accrued Interest	175	23	22	-	-	4	-	1	37	262
Other Receivables	360	-	-	-	-	41	-	-	-	401
Investments										
Short-term	69,586	9,803	17,017	-	-	2,315	-	398	17,142	116,261
Long-term	15,632	2,142	3,472	-	-	236	-	86	3,458	25,026
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepays	312	-	12	-	39	644	-	-	-	1,007
Total Current Assets	82,608	13,058	20,570	838	39	19,220	-	1,155	23,461	160,949
Net Investment in Plant	-	-	-	-	-	-	115,758	-	-	115,758
Total Assets	\$ 82,608	\$ 13,058	\$ 20,570	\$ 838	\$ 39	\$ 19,220	\$ 115,758	\$ 1,155	\$ 23,461	\$ 276,707
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	2,033	2,033
Total Assets and Deferred Outflows of Resources	\$ 82,608	\$ 13,058	\$ 20,570	\$ 838	\$ 39	\$ 19,220	\$ 115,758	\$ 1,155	\$ 25,494	\$ 278,740
<b>LIABILITIES AND NET POSITION</b>										
Payables	\$ 272	\$ 19	\$ (3)	\$ -	\$ -	\$ (29)	\$ -	\$ -	\$ -	\$ 259
Accrued Interest Payable	-	-	-	-	104	-	-	-	-	104
Deferred Tuition Revenue	-	-	-	-	-	28	-	-	-	28
Accruals	2,674	288	-	-	-	257	-	-	-	3,219
Bonds Payable	-	-	-	-	49,877	-	-	-	-	49,877
OPEB Liability	-	-	-	-	-	-	-	-	43,843	43,843
Total Liabilities	2,946	307	(3)	-	49,981	256	-	-	43,843	97,330
Deferred Inflows of Resources - Property Taxes	3,615	673	-	297	-	-	-	8	-	4,593
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	7,149	7,149
Total Liabilities and Deferred Inflows of Resources	6,561	980	(3)	297	49,981	256	-	8	50,992	109,072
Net Position										
Unrestricted	76,047	12,078	20,573	-	-	3,593	-	-	(25,498)	86,793
Restricted	-	-	-	-	-	15,371	-	1,147	-	16,518
Debt Service	-	-	-	541	(49,942)	-	-	-	-	(49,401)
Plant	-	-	-	-	-	-	115,758	-	-	115,758
Total Net Position	76,047	12,078	20,573	541	(49,942)	18,964	115,758	1,147	(25,498)	169,668
TOTAL LIABILITIES & NET POSITION	\$ 82,608	\$ 13,058	\$ 20,570	\$ 838	\$ 39	\$ 19,220	\$ 115,758	\$ 1,155	\$ 25,494	\$ 278,740

OAKTON COMMUNITY COLLEGE  
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS  
SUMMARY OF REVENUES AND EXPENDITURES  
FIVE MONTHS ENDED NOVEMBER 30, 2020

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
<b>REVENUES (cash and accrual basis)</b>					
Property Taxes (accrual basis)	\$ 51,970	\$ 21,654	\$ 21,412	99%	100%
Replacement Tax	950	396	419	106%	118%
State Revenue	2,484	1,035	2,029	196%	92%
Federal Revenue	1,400	583	-	0%	
Tuition and Fees	21,852	19,439	18,130	93%	95%
Other	1,770	738	455	62%	151%
<b>TOTAL REVENUES</b>	<b>\$ 80,426</b>	<b>\$ 43,844</b>	<b>\$ 42,445</b>	<b>97%</b>	<b>98%</b>
<b>EXPENDITURES (accrual basis)</b>					
Instructional	\$ 30,918	\$ 12,883	\$ 12,554	97%	104%
Academic Support	17,670	7,363	7,150	97%	95%
Student Services	7,552	3,147	2,548	81%	87%
Public Services	1,018	424	386	91%	92%
Operations and Maintenance	8,573	3,572	2,720	76%	84%
General Administration	6,472	2,697	2,058	76%	100%
General Institutional	1,007	420	989	236%	93%
Contingency	1,103	460	-	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 74,313</b>	<b>\$ 30,964</b>	<b>\$ 28,405</b>	<b>92%</b>	<b>96%</b>
Revenues over (under) expenditures	6,113	12,881	14,040		
<b>Net Fund transfers</b>					
To Retiree Health Insurance Fund	(2,500)	(1,042)	(1,042)		
To Auxiliary Fund and Alliance	(2,547)	(1,061)	(1,061)		
To Restricted Purpose Fund	(100)	(42)	(42)		
To Liability, Protection & Settlement Fund	(700)	(292)	(292)		
To Social Security/Medicare Fund	(818)	(341)	(341)		
From Working Cash Fund: Interest	290	121	121		
Total Transfers	\$ (6,375)	\$ (2,656)	\$ (2,656)		
<b>Net Revenue over (under) expenditures</b>	<b>\$ (262)</b>	<b>\$ 10,224</b>	<b>\$ 11,384</b>		

OAKTON COMMUNITY COLLEGE  
REVENUES AND EXPENDITURES  
FIVE MONTHS ENDED NOVEMBER 30, 2020

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as	
			a	% of Budget
<b>REVENUES</b>				
Debt Certificates 2020	\$ 20,000	\$ 20,035		100%
Construction Fee	335	\$ 246		73%
Interest and Investments Gain/Loss	41	20		49%
Total revenues	<u>20,376</u>	<u>20,301</u>		<u>100%</u>
<b>EXPENDITURES</b>				
West End Remodeling - A/E Fees	150			0%
West End Remodeling - Phase 2	150			0%
Natural Area Restoration	184	9		5%
Landscape Improvements	1,426	16		1%
Capital Equipment	700	12		2%
Cabling Upgrades	150			0%
Check Valve	60			0%
Elevator Upgrades	500			0%
Interior Remodeling	525			0%
Fire Alarm Panel Replacement	80			0%
Flooring - Carpet Replacement	500	30		6%
Wifi and Cellular Upgrades	400			0%
Skokie Classroom Furniture	0	8		
Lee Center Vestibule Curtain	70			0%
Hardware Replacement/Master Keying	450			0%
Baseball Field Fence Replacement	61			0%
Exterior Envelope/Window Replacement	980			0%
Skokie Remodeling Projects	2,845	345		12%
Field Irrigation	100			0%
Cafeteria Remodeling - DP	2,943	184		6%
Camera Replacement	450	4		1%
Skokie Monument Sign	250	4		2%
Facility Condition Assessment	250			0%
Air Handler Replacement	375			0%
Sidewalk Repair and Replacement	150	157		105%
Signage/Wayfinding	500	61		12%
Pedestrian Path	104	17		16%
Main Entrances	627	533		85%
Vocational Cultivation Lab Space	15			0%
Contingency	566			0%
Total expenditures	<u>15,561</u>	<u>1,380</u>		<u>9%</u>
Transfer in	-	-		
Net	<u>\$ 4,815</u>	<u>\$ 18,921</u>		<u>393%</u>

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
<b>REVENUES</b>				
Bookstore Sales	\$ 1,685	\$ 653	39%	61%
Workforce Development	140	7	5%	15%
Copy Center	200	10	5%	33%
Athletics	10	8	80%	55%
Child Care	329	33	10%	62%
PAC Operations	10	-	0%	31%
Campus Scheduling and Events	200	-	0%	73%
Other	148	63	43%	50%
Interest and Investments Gain/Loss	53	3	6%	60%
Total revenues	<u>2,775</u>	<u>777</u>	<u>28%</u>	<u>55%</u>
<b>EXPENDITURES</b>				
Bookstore Operating Expenses	1,746	292	9%	16%
Workforce Development	290	60	21%	25%
Copy Center	293	116	40%	46%
Athletics	960	416	43%	37%
Child Care	514	142	28%	40%
PAC Operations	85	29	34%	34%
Campus Scheduling and Events	71	-	0%	
Auxiliary Services Administration	263	76	29%	
Other	269	28	10%	19%
Total expenditures	<u>4,491</u>	<u>1,159</u>	<u>26%</u>	<u>36%</u>
Transfers in (out)	1,920	800		
Net	<u>\$ 204</u>	<u>\$ 418</u>		



**ALLIANCE FOR LIFELONG LEARNING  
SUMMARY OF REVENUES AND EXPENDITURES  
FIVE MONTHS ENDED NOVEMBER 30, 2020**

	<u>Operating Budget (000)</u>	<u>Prorata Budget (000)</u>	<u>Actual (000)</u>	<u>Actual As a% Budget</u>	<u>Last Year</u>
<b><u>REVENUES</u></b>					
State Revenue	\$ 340	\$ 142	\$ 274	81%	42%
Tuition and Fees	1,011	421	144	14%	50%
Sale of Materials	47	20	-	0%	37%
Institutional Support					
Evening High School	100	42	(80)	(80%)	38%
Other Revenues	82	34	31	38%	23%
Total revenues	<u>1,580</u>	<u>658</u>	<u>369</u>	<u>23%</u>	<u>45%</u>
<b><u>EXPENDITURES</u></b>					
Administrative Support	1,414	589	406	29%	33%
Instructional Programs		-			
Allied Health	192	80	51	27%	35%
Job-related	229	95	44	19%	12%
Personal	34	14	5	15%	33%
Community Service	60	25	3	5%	5%
High School Programs	119	50	25	21%	24%
GED Programs	2	1	-	0%	0%
Kids/Youth Program	23	10	-	0%	63%
ESL Programs	132	55	23	17%	35%
Total Programs	<u>791</u>	<u>330</u>	<u>151</u>	<u>19%</u>	<u>26%</u>
Total expenditures	<u>2,205</u>	<u>919</u>	<u>557</u>	<u>25%</u>	<u>30%</u>
Revenue over (under) expenditures	<u>\$ (625)</u>	<u>\$ (260)</u>	<u>\$ (188)</u>		
Transfer in	625	260	260		
Net	0	0	72		

OAKTON COMMUNITY COLLEGE  
 STUDENT ACTIVITIES FUND  
 SUMMARY OF REVENUES AND EXPENDITURES  
 FIVE MONTHS ENDED NOVEMBER 30, 2020

	<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	\$ 366,971				
Interest income	581				
Sub total revenues	<u>367,552</u>				
369901 Student Government Association	-	-	-	(1,687)	(1,687)
369910 Occurrence	-	-	-	(1,360)	(1,360)
369919 Skokie Events Team	-	-	-	(7,777)	(7,777)
369923 Global Health and Sustainability	-	-	-	(200)	(200)
369946 Phi Theta Kappa	-	-	-	(93)	(93)
369949 Mission Bible Club	-	-	-	(261)	(261)
369957 Student Nurses Dec 2018	122	-	122	-	122
Sub Totals	<u>122</u>	<u>-</u>	<u>122</u>	<u>(11,377)</u>	<u>(11,256)</u>
<b><u>Fund Summary</u></b>					
Total Revenues	\$ 367,673				
Total Expenditures	(11,377)				
Total Transfers to other funds	-				
Excess revenues over expenditures	356,296				
Net Position 6/30/20	<u>849,932</u>				
Net Position, end of period	<u>\$ 1,206,228</u>				

**OAKTON COMMUNITY COLLEGE  
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS  
NOVEMBER, 2020**

PMA and GENERAL FUND TRANSFERS/PAYMENTS		REFUNDS/ STUDENT- DISBURSEMENTS	ILLINOIS SALES AND I.D.E.S. TAX	EMPLOYEE HEALTH INSURANCE CCHC	CHASE CREDIT CARD	BOND HOLDER & MISC
DATE	AMOUNT					
11/13/2020	\$ 648,935.53			\$ 648,935.53		
11/18/2020	629.00		629.00			
11/25/2020	19,050.45				19,050.45	
<b>TOTAL</b>	<b>\$ 668,614.98</b>	<b>\$ -</b>	<b>\$ 629.00</b>	<b>\$ 648,935.53</b>	<b>\$ 19,050.45</b>	<b>\$ -</b>

PAYROLL TAXES - TRANSFERS/PAYMENTS		FEDERAL PAYROLL TAXES	STATE PAYROLL TAXES	SURS	CREDIT UNION AND TAX SHELTERS
DATE	AMOUNT				
11/13/2020	\$ 267,532.58	\$ 267,532.58			
11/13/2020	91,926.94		\$ 91,926.94		
11/13/2020	194,438.39			\$ 194,438.39	
11/13/2020	73,409.33				\$ 73,409.33
11/27/2020	\$ 268,515.08	268,515.08			
11/27/2020	92,855.65		92,855.65		
11/27/2020	195,343.63			195,343.63	
11/27/2020	70,038.31				70,038.31
<b>TOTAL</b>	<b>\$ 1,254,059.91</b>	<b>\$ 536,047.66</b>	<b>\$ 184,782.59</b>	<b>\$ 389,782.02</b>	<b>\$ 143,447.64</b>

**Acceptance of Treasurer's Report for December 2020**

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 2020."

OAKTON COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT 535  
TREASURER'S REPORT

December 2020

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

Treasurer's Comments on December 2020 Financial Statements

Page 4. Financial Position Statement

**Cash and investments**

Monthly collections included \$2.2 million in tuition and fees, \$274,000 in state credit hour grant payments, \$185,000 in property taxes, \$109,000 in ICCB State Performance and State Basic grants, \$51,000 in interest earnings, \$38,000 in replacement taxes, and \$18,000 for the state Monetary Assistance Program (MAP).

Net cash and investments decreased by \$3.7 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 \$49.3 million or 98% of the prorated budget, compared to \$52.4 million, or 100% for the previous year. Tuition and fees totaled \$20.4 million year to date, or 96% of the prorated budget. Last year, tuition and fees totaled \$22.8 million or 96% of the prorated budget. Revenues from tuition and fees are recorded as billed.

**Expenditures**

The current year's total actual operating expenditures were \$34.0 million. The operating expenditures are \$1.3 million (3.7%) below prior year's actual expenditures of \$35.3 million for the same period. Net transfers total \$3.2 million as budgeted.

OAKTON COMMUNITY COLLEGE  
 FINANCIAL POSITION OF FUNDS AS OF  
 DECEMBER 31, 2020  
 (IN THOUSANDS)

	Education	Operations & Maintenance	Operations & Maintenance (Restricted)	Bond And Interest	General Long term Debt	Working Cash Auxiliary Agency Restricted	Investment In Plant	Social Security Medicare Audit Tort	Retiree Health Ins.	Total All Funds
<b>ASSETS</b>										
Cash	\$ 4,238	\$ 706	\$ 56	\$ 568	\$ -	\$ 631	\$ -	\$ 664	\$ 3,036	\$ 9,899
Taxes Receivable	46,749	8,018	-	3,612	-	-	-	100	-	58,479
Student Tuition Receivable	5,655	-	-	-	-	395	-	-	-	6,050
Government Funds Receivable	-	-	-	-	-	755	-	-	-	755
Accrued Interest	171	23	23	-	-	3	-	1	38	259
Other Receivables	177	-	-	-	-	73	-	-	-	250
Investments										
Short-term	69,406	9,725	17,260	-	-	1,955	-	406	17,272	116,024
Long-term	13,374	1,874	3,229	-	-	377	-	78	3,328	22,260
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepays	309	-	12	-	39	649	-	-	-	1,009
Total Current Assets	125,579	20,346	20,580	4,180	39	19,338	-	1,249	23,674	214,985
Net Investment in Plant	-	-	-	-	-	-	115,836	-	-	115,836
Total Assets	\$ 125,579	\$ 20,346	\$ 20,580	\$ 4,180	\$ 39	\$ 19,338	\$ 115,836	\$ 1,249	\$ 23,674	\$ 330,821
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	2,033	2,033
Total Assets and Deferred Outflows of Resources	\$ 125,579	\$ 20,346	\$ 20,580	\$ 4,180	\$ 39	\$ 19,338	\$ 115,836	\$ 1,249	\$ 25,707	\$ 332,854
<b>LIABILITIES AND NET POSITION</b>										
Payables	\$ 256	\$ -	\$ 76	\$ -	\$ -	\$ (15)	\$ -	\$ -	\$ -	\$ 317
Accrued Interest Payable	-	-	-	-	104	-	-	-	-	104
Deferred Tuition Revenue	-	-	-	-	-	28	-	-	-	28
Accruals	2,842	288	-	-	-	306	-	-	-	3,436
Bonds Payable	-	-	-	-	50,196	-	-	-	-	50,196
OPEB Liability	-	-	-	-	-	-	-	-	43,843	43,843
Total Liabilities	3,098	288	76	-	50,300	319	-	-	43,843	97,924
Deferred Inflows of Resources - Property Taxes	-	-	-	-	-	-	-	98	-	57,313
Deferred Inflows - CIP and College Plan	45,839	7,840	-	3,536	-	-	-	-	7,149	7,149
Total Liabilities and Deferred Inflows of Resources	48,937	8,128	76	3,536	50,300	319	-	98	50,992	162,386
Net Position										
Unrestricted	76,642	12,218	20,504	-	-	3,664	-	-	(25,285)	87,743
Restricted	-	-	-	-	-	15,355	-	1,151	-	16,506
Debt Service	-	-	-	644	(50,261)	-	-	-	-	(49,617)
Plant	-	-	-	-	-	-	115,836	-	-	115,836
Total Net Position	76,642	12,218	20,504	644	(50,261)	19,019	115,836	1,151	(25,285)	170,468
<b>TOTAL LIABILITIES &amp; NET POSITION</b>	\$ 125,579	\$ 20,346	\$ 20,580	\$ 4,180	\$ 39	\$ 19,338	\$ 115,836	\$ 1,249	\$ 25,707	\$ 332,854

**OAKTON COMMUNITY COLLEGE**  
**EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS**  
**SUMMARY OF REVENUES AND EXPENDITURES**  
**SIX MONTHS ENDED DECEMBER 31, 2020**

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
<b>REVENUES (cash and accrual basis)</b>					
Property Taxes (accrual basis)	\$ 51,970	\$ 25,985	\$ 25,655	99%	100%
Replacement Tax	950	475	457	96%	108%
State Revenue	2,484	1,242	2,267	183%	97%
Federal Revenue	1,400	700	-	0%	
Tuition and Fees	21,852	21,241	20,367	96%	96%
Other	1,770	885	547	62%	173%
<b>TOTAL REVENUES</b>	<b>\$ 80,426</b>	<b>\$ 50,528</b>	<b>\$ 49,293</b>	<b>98%</b>	<b>100%</b>
<b>EXPENDITURES (accrual basis)</b>					
Instructional	\$ 30,918	\$ 15,459	\$ 15,204	98%	102%
Academic Support	17,670	8,835	8,437	95%	92%
Student Services	7,552	3,776	3,031	80%	86%
Public Services	1,018	509	455	89%	91%
Operations and Maintenance	8,573	4,287	3,282	77%	85%
General Administration	6,472	3,236	2,498	77%	102%
General Institutional	1,007	504	1,095	217%	94%
Contingency	1,103	552	-	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 74,313</b>	<b>\$ 37,157</b>	<b>\$ 34,002</b>	<b>92%</b>	<b>95%</b>
Revenues over (under) expenditures	6,113	13,372	15,291		
Net Fund transfers					
To Retiree Health Insurance Fund	(2,500)	(1,250)	(1,250)		
To Auxiliary Fund and Alliance	(2,547)	(1,274)	(1,274)		
To Restricted Purpose Fund	(100)	(50)	(50)		
To Liability, Protection & Settlement Fund	(700)	(350)	(350)		
To Social Security/Medicare Fund	(818)	(409)	(409)		
From Working Cash Fund: Interest	290	145	145		
Total Transfers	\$ (6,375)	\$ (3,188)	\$ (3,188)		
<b>Net Revenue over (under) expenditures</b>	<b>\$ (262)</b>	<b>\$ 10,184</b>	<b>\$ 12,104</b>		



**OAKTON COMMUNITY COLLEGE  
REVENUES AND EXPENDITURES  
SIX MONTHS ENDED DECEMBER 31, 2020**

<b>OPERATIONS AND MAINTENANCE FUND (Restricted)</b>	<b>Budget (000)</b>	<b>Actual (000)</b>	<b>Actual as a % of Budget</b>	
<b>REVENUES</b>				
Debt Certificates 2020	\$ 20,000	\$ 20,035	100%	
Construction Fee	335	\$ 279	83%	
Interest and Investments Gain/Loss	41	22	54%	
<b>Total revenues</b>	<b>20,376</b>	<b>20,336</b>	<b>100%</b>	
<b>EXPENDITURES</b>				
West End Remodeling - A/E Fees	150		0%	
West End Remodeling - Phase 2	150		0%	
Natural Area Restoration	184	9	5%	
Landscape Improvements	1,426	28	2%	
Capital Equipment	700	90	13%	
Cabling Upgrades	150		0%	
Check Valve	60		0%	
Elevator Upgrades	500		0%	
Interior Remodeling	525		0%	
Fire Alarm Panel Replacement	80		0%	
Flooring - Carpet Replacement	500	30	6%	
Wifi and Cellular Upgrades	400		0%	
Skokie Classroom Furniture	0	8	0%	
Lee Center Vestibule Curtain	70		0%	
Hardware Replacement/Master Keying	450		0%	
Baseball Field Fence Replacement	61		0%	
Exterior Envelope/Window Replacement	980		0%	
Skokie Remodeling Projects	2,845	345	12%	
Field Irrigation	100		0%	
Cafeteria Remodeling - DP	2,943	184	6%	
Camera Replacement	450	4	1%	
Skokie Monument Sign	250	4	2%	
Facility Condition Assessment	250		0%	
Air Handler Replacement	375		0%	
Sidewalk Repair and Replacement	150	157	105%	
Signage/Wayfinding	500	71	14%	
Pedestrian Path	104	17	16%	
Main Entrances	627	538	86%	
Vocational Cultivation Lab Space	15		0%	
Contingency	566		0%	
<b>Total expenditures</b>	<b>15,561</b>	<b>1,485</b>	<b>10%</b>	
Transfer in	-	-		
<b>Net</b>	<b>\$ 4,815</b>	<b>\$ 18,851</b>	<b>392%</b>	
<b>AUXILIARY ENTERPRISE FUND (excluding Alliance)</b>				
	<b>Budget (000)</b>	<b>Actual (000)</b>	<b>Actual as a % of Budget</b>	
			<b>Current</b>	<b>Last Year</b>
<b>REVENUES</b>				
Bookstore Sales	\$ 1,685	\$ 745	44%	64%
Workforce Development	140	15	11%	18%
Copy Center	200	11	6%	35%
Athletics	10	8	80%	55%
Child Care	329	33	10%	66%
PAC Operations	10	-	0%	38%
Campus Scheduling and Events	200	5	3%	81%
Other	148	63	43%	54%
Interest and Investments Gain/Loss	53	3	6%	81%
<b>Total revenues</b>	<b>2,775</b>	<b>883</b>	<b>32%</b>	<b>59%</b>
<b>EXPENDITURES</b>				
Bookstore Operating Expenses	1,746	377	12%	18%
Workforce Development	290	75	26%	29%
Copy Center	293	139	47%	56%
Athletics	960	482	50%	43%
Child Care	514	170	33%	48%
PAC Operations	85	34	40%	46%
Campus Scheduling and Events	71	-	0%	
Auxiliary Services Administration	263	91	35%	
Other	269	36	13%	20%
<b>Total expenditures</b>	<b>4,491</b>	<b>1,404</b>	<b>31%</b>	<b>41%</b>
Transfers in (out)	1,920	960		
<b>Net</b>	<b>\$ 204</b>	<b>\$ 439</b>		

**ALLIANCE FOR LIFELONG LEARNING  
SUMMARY OF REVENUES AND EXPENDITURES  
SIX MONTHS ENDED DECEMBER 31, 2020**

	<b>Operating Budget (000)</b>	<b>Prorata Budget (000)</b>	<b>Actual (000)</b>	<b>Actual As a% Budget</b>	<b>Last Year</b>
<b><u>REVENUES</u></b>					
State Revenue	\$ 340	\$ 170	\$ 310	91%	53%
Tuition and Fees	1,011	506	161	16%	55%
Sale of Materials	47	24	-	0%	53%
Institutional Support					
Evening High School	100	50	(2)	(2%)	38%
Other Revenues	82	41	34	41%	29%
Total revenues	<u>1,580</u>	<u>790</u>	<u>503</u>	<u>32%</u>	<u>52%</u>
<b><u>EXPENDITURES</u></b>					
Administrative Support	1,414	707	511	36%	41%
Instructional Programs		-			
Allied Health	192	96	60	31%	42%
Job-related	229	115	48	21%	15%
Personal	34	17	5	15%	36%
Community Service	60	30	3	5%	5%
High School Programs	119	60	32	27%	29%
GED Programs	2	1	-	0%	0%
Kids/Youth Program	23	12	-	0%	63%
ESL Programs	132	66	28	21%	39%
Total Programs	<u>791</u>	<u>396</u>	<u>176</u>	<u>22%</u>	<u>30%</u>
Total expenditures	<u>2,205</u>	<u>1,103</u>	<u>687</u>	<u>31%</u>	<u>30%</u>
Revenue over (under) expenditures	<u>\$ (625)</u>	<u>\$ (313)</u>	<u>\$ (184)</u>		
Transfer in	625	313	313		
Net	0	0	129		

**OAKTON COMMUNITY COLLEGE**  
**STUDENT ACTIVITIES FUND**  
**SUMMARY OF REVENUES AND EXPENDITURES**  
**SIX MONTHS ENDED DECEMBER 31, 2020**

	<b>Program Generated Revenue</b>	<b>Revenue Allocated to Programs</b>	<b>Total Revenue and Allocation</b>	<b>Expenditures</b>	<b>Program Net Fav (Unfav)</b>
Activity fees	\$ 415,316				
Interest income	879				
Sub total revenues	416,195				
369901 Student Government Association	-	-	-	(1,687)	(1,687)
369910 Occurrence	-	-	-	(1,360)	(1,360)
369919 Skokie Events Team	-	-	-	(8,277)	(8,277)
369923 Global Health and Sustainability	-	-	-	(200)	(200)
369946 Phi Theta Kappa	-	-	-	(93)	(93)
369949 Mission Bible Club	-	-	-	(261)	(261)
369957 Student Nurses Dec 2018	122	-	122	-	122
Sub Totals	122	-	122	(11,877)	(11,756)
<b><u>Fund Summary</u></b>					
Total Revenues	\$ 416,317				
Total Expenditures	(11,877)				
Total Transfers to other funds	-				
Excess revenues over expenditures	404,439				
Net Position 6/30/20	849,932				
Net Position, end of period	\$ 1,254,371				

**OAKTON COMMUNITY COLLEGE  
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS  
DECEMBER, 2020**

GENERAL FUND TRANSFERS/PAYMENTS		REFUNDS/ STUDENT- DISBURSEMENTS	ILLINOIS SALES TAX	EMPLOYEE HEALTH INSURANCE CCHC	CHASE CREDIT CARD	BOND HOLDER & MISC
DATE	AMOUNT					
12/11/2020	648,467.42			\$ 648,467.42		
12/18/2020	495.00		\$ 495.00			
12/24/2020	115,731.28	115,731.28				
12/27/2020	14,999.03				\$ 14,999.03	
<b>TOTAL</b>	<b>\$ 779,692.73</b>	<b>\$ 115,731.28</b>	<b>\$ 495.00</b>	<b>\$ 648,467.42</b>	<b>\$ 14,999.03</b>	<b>\$ -</b>

PAYROLL TAXES - TRANSFERS/PAYMENTS		FEDERAL PAYROLL TAXES	STATE PAYROLL TAXES	SURS	CREDIT UNION AND TAX SHELTERS
DATE	AMOUNT				
12/11/2020	\$ 283,978.66	\$ 283,978.66			
12/11/2020	95,669.09		\$ 95,669.09		
12/11/2020	200,831.85			\$ 200,831.85	
12/11/2020	85,196.10				\$ 85,196.10
12/24/2020	274,793.33	274,793.33	94,320.08	198,935.43	64,068.44
12/24/2020	94,320.08				
12/24/2020	198,935.43				
12/24/2020	64,068.44				
<b>TOTAL</b>	<b>\$ 1,297,792.98</b>	<b>\$ 558,771.99</b>	<b>\$ 189,989.17</b>	<b>\$ 399,767.28</b>	<b>\$ 149,264.54</b>

**Quarterly Report on Investments**

Quarter ended December 31st, 2020

At the end of December, 2020, the fair market value of investments totaled \$137.8 million compared to \$149.1 million at the end of September and \$117.7 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 0.47% and 2.03% respectively.

Interest income for the six months ending December 2020 and 2019, before fair market value adjustment, was \$433,118 and \$1,783,041, respectively.

The year to date fair market value adjustment is an unfavorable \$47,144 compared to a favorable \$31,623 for the same period last year. Fair market adjustment is a reflection of current economic conditions and fluctuating interest rates.

<b><u>Investments</u></b>	<b>(000)'s</b>	<b><u>December 31st, 2020</u></b>	<b><u>September 30th, 2020</u></b>
Certificates of Deposit		\$ 23,036	\$ 36,704
Illinois Funds		19,956	17,885
ISDLAF- Liquid and Max General Fund		8,680	1,362
Chase Savings		1,083	1,014
2020 Debt Certificates			20,001
2020 Bond Series B		20,004	
PMA LGIP SDA			4,096
PMA Bank of China		53,020	53,005
Treasury Notes		1,253	1,005
U.S. Treasury Obligations (GNMA's)		737	847
U.S. Treasury Obligations (FNMA's)		6,235	5,997
Federal Agency Bonds		1,874	2,301
Local Government Bonds		1,774	1,640
PMA First American MM		128	471
ISDLAF Term Series			2,750
<b>Total</b>		<b>137,779</b>	<b>149,079</b>
<b><u>Fair Market Value Adjustment</u></b>		<b><u>FY2021</u></b>	<b><u>FY2020</u></b>
1 <sup>st</sup> Quarter		\$ (20,857)	\$ 97,412
2 <sup>nd</sup> Quarter		(26,286)	(65,789)
3 <sup>rd</sup> Quarter			
4 <sup>th</sup> Quarter			
Year to Date		<b><u>\$ (47,144)</u></b>	<b><u>\$ 31,623</u></b>

**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 2020-2021

Type of Security OCC FUNDS	Coupon Rate	Fair Market Value *7	Par Value	Purchase Date	Maturity Date	Rate of Interest	Interest Earnings Y-T-D	Interest Payments Received	Interest Accrued (A)
<b>GENERAL FUNDS</b>									
C-D	2.6960%	-	-	07-12-18	07-13-20	2.70%	1,082	27,229	-
C-D	2.7500%	-	-	07-19-18	07-20-20	2.75%	56	3,392	-
C-D	2.5770%	-	-	02-13-19	08-12-20	2.58%	853	9,282	-
C-D	2.7880%	1,750,000	1,750,000	02-21-19	02-18-21	2.79%	24,061	-	89,426
C-D	1.8610%	-	-	08-08-19	08-10-20	1.86%	563	4,590	-
C-D	2.0875%	988,242	988,242	08-01-19	08-07-21	2.09%	10,346	10,346	8,478
C-D	1.7897%	-	-	08-05-19	08-04-20	1.79%	14,682	133,974	-
C-D	2.0390%	239,800	239,800	08-05-19	08-04-21	2.04%	2,411	-	6,765
C-D	1.9440%	240,600	240,600	08-06-19	08-06-21	1.94%	2,307	-	6,458
C-D	1.8500%	240,700	240,700	08-08-19	08-09-21	1.85%	2,196	-	6,124
C-D	1.8600%	247,146	247,146	08-16-19	02-16-21	1.86%	2,640	2,340	1,889
C-D	1.9100%	-	-	08-15-19	08-13-20	1.91%	17,593	132,978	-
C-D	1.8500%	247,242	247,242	08-23-19	08-23-21	1.85%	2,716	2,340	1,880
C-D	1.9100%	-	-	08-22-19	08-20-20	1.91%	10,715	61,736	-
C-D	1.7000%	-	-	09-03-19	09-03-20	1.70%	359	4,177	-
C-D	1.6500%	-	-	09-11-19	09-10-20	1.65%	1,084	4,288	-
C-D	1.6592%	-	-	10-03-19	10-02-20	1.66%	2,173	8,093	-
C-D	1.6500%	-	-	10-02-19	10-07-20	1.65%	1,313	4,229	-
C-D	1.6500%	-	-	10-02-19	10-07-20	1.65%	1,383	4,288	-
C-D	1.6500%	-	-	10-01-19	10-02-20	1.65%	2,832	5,708	-
C-D	1.7000%	-	-	10-17-19	10-16-20	1.70%	1,532	4,410	-
C-D	1.6000%	249,369	249,369	10-21-19	04-21-21	1.60%	2,450	2,122	328
C-D	1.6000%	249,369	249,369	10-30-19	04-30-21	1.60%	2,450	2,122	328
C-D	1.5320%	-	-	11-01-19	11-02-20	1.53%	1,305	3,785	-
C-D	1.8000%	247,243	247,243	11-27-19	11-29-21	1.80%	2,304	2,304	366
C-D	1.7500%	247,000	247,000	12-18-19	12-20-21	1.75%	2,132	2,167	320
C-D	1.6000%	247,182	247,182	12-18-19	06-18-21	1.60%	1,950	2,043	232
C-D	1.6000%	249,245	249,245	12-18-19	12-17-21	1.60%	2,060	2,060	328
C-D	1.5500%	-	-	12-19-19	07-20-20	1.55%	32	349	-
C-D	1.6000%	-	-	12-27-19	07-27-20	1.60%	20	348	-
C-D	1.5500%	-	-	12-27-19	12-24-20	1.55%	2,146	4,020	-
C-D	1.6120%	246,000	246,000	01-06-20	01-05-21	1.61%	1,956	-	3,846
C-D	1.5000%	-	-	01-09-20	07-09-20	1.50%	863	14,918	-
C-D	1.4810%	-	-	01-16-20	08-19-20	1.48%	6,330	26,293	0
C-D	1.5500%	245,241	245,241	01-17-20	01-15-21	1.55%	1,875	-	3,571
C-D	1.4880%	246,300	246,300	01-31-20	02-01-21	1.49%	1,807	-	3,314
C-D	1.5500%	245,241	245,241	02-05-20	02-04-21	1.55%	1,875	-	3,385
C-D	1.5000%	249,245	249,245	02-10-20	02-10-22	1.50%	1,935	1,935	307
C-D	1.6000%	249,184	249,184	02-10-20	08-10-21	1.60%	2,060	2,060	328
C-D	1.5000%	248,487	248,487	02-14-20	02-14-22	1.50%	2,122	1,979	1,532
C-D	1.4821%	731,800	731,800	02-14-20	02-16-21	1.48%	5,349	-	9,390
C-D	1.5000%	246,242	246,242	02-19-20	02-18-21	1.50%	1,822	-	3,147
C-D	1.5200%	249,295	249,295	02-20-20	08-20-21	1.52%	1,997	1,997	311
C-D	1.4750%	492,363	492,363	02-21-20	02-19-21	1.48%	3,581	-	6,148
C-D	1.4500%	248,244	248,244	02-21-20	02-22-22	1.45%	2,062	1,855	1,479
C-D	1.5000%	249,246	249,246	02-21-20	02-22-22	1.50%	1,935	1,935	307
C-D	1.4010%	246,500	246,500	02-20-20	02-22-21	1.40%	1,703	-	2,933
C-D	1.5500%	245,241	245,241	02-26-20	02-25-21	1.55%	1,875	-	3,124
C-D	1.5000%	249,248	249,248	02-26-20	02-26-21	1.50%	1,997	1,997	307
C-D	1.4610%	246,300	246,300	02-25-20	02-24-21	1.46%	1,775	-	2,958
C-D	1.3550%	246,600	246,600	02-26-20	02-26-21	1.36%	1,648	-	2,746
C-D	1.4500%	249,246	249,246	02-28-20	02-26-21	1.45%	1,935	1,935	297
C-D	1.3399%	739,800	739,800	02-27-20	03-01-21	1.34%	4,888	-	8,147
C-D	1.3470%	245,000	245,000	02-26-20	08-26-21	1.35%	1,628	-	2,713
C-D	1.4600%	249,331	249,331	02-28-20	08-27-21	1.46%	1,935	1,935	299
C-D	1.3212%	486,800	486,800	02-26-20	02-28-22	1.32%	3,172	-	5,286
C-D	1.4500%	248,244	248,244	02-28-20	02-28-22	1.45%	2,151	1,855	1,479
C-D	1.5000%	249,491	249,491	02-28-20	02-28-22	1.50%	1,997	1,997	308
C-D	1.1545%	488,500	488,500	03-02-20	02-28-22	1.15%	2,781	-	4,605
C-D	0.8289%	493,700	493,700	03-05-20	09-07-21	0.83%	2,018	-	3,307
C-D	0.8654%	990,500	990,500	03-02-20	03-05-21	0.87%	4,227	-	6,998
C-D	0.4490%	-	-	03-09-20	07-22-20	0.45%	62	415	-
C-D	1.4500%	248,244	248,244	03-09-20	03-09-22	1.45%	1,964	1,875	1,183
C-D	0.7500%	-	-	03-09-20	09-02-20	0.75%	337	903	-

**REPORT ON INVESTMENTS**  
2nd Quarter 2020-2021

Type of Security	Coupon Rate	Fair Market Value *7	Par Value	Purchase Date	Maturity Date	Rate of Interest	Interest Earnings Y-T-D	Interest Payments Received	Interest Accrued (A)
C-D	1.0000%	249,000	249,000	03-11-20	03-11-22	1.00%	1,248	1,248	205
C-D	0.8500%	248,000	248,000	03-11-20	03-14-22	0.85%	1,132	1,063	693
C-D	0.5400%	-	-	03-16-20	09-16-20	0.54%	433	816	-
C-D	0.4000%	249,000	249,000	03-10-20	03-03-21	0.40%	491	-	786
C-D	0.4717%	497,900	497,900	03-10-20	01-04-21	0.47%	1,158	-	1,853
C-D	1.3500%	248,244	248,244	03-13-20	03-14-22	1.35%	1,870	1,750	1,102
C-D	0.5267%	-	-	03-18-20	09-18-20	0.53%	1,285	2,385	-
C-D	0.5100%	-	-	03-20-20	12-21-20	0.51%	1,557	2,250	-
C-D	0.3571%	-	-	03-18-20	12-09-20	0.36%	810	1,297	-
C-D	0.3100%	-	-	03-18-20	09-02-20	0.31%	1,300	3,211	-
C-D	0.8000%	249,495	249,495	03-20-20	03-21-22	0.80%	1,124	1,124	164
C-D	0.5020%	1,242,600	1,242,600	03-23-20	03-03-21	0.50%	3,079	-	4,618
C-D	0.4200%	-	-	03-25-20	12-28-20	0.42%	3,580	4,796	-
C-D	1.0500%	248,000	248,000	03-27-20	03-28-22	1.05%	1,313	1,313	642
C-D	0.3400%	-	-	03-27-20	09-28-20	0.34%	359	568	-
C-D	0.6200%	-	-	03-30-20	12-30-20	0.62%	1,569	1,748	-
C-D	0.4000%	-	-	03-31-20	09-30-20	0.40%	379	624	-
C-D	0.8550%	249,441	249,441	03-20-20	02-26-21	0.86%	1,397	1,311	175
C-D	1.0000%	249,246	249,246	03-31-20	03-31-22	1.00%	1,345	1,318	205
C-D	0.6500%	249,371	249,371	04-02-20	10-01-21	0.65%	936	936	133
C-D	0.9100%	248,169	248,169	04-01-20	01-04-21	0.91%	1,114	-	1,652
C-D	0.5440%	-	-	04-09-20	12-09-20	0.54%	3,027	4,531	-
C-D	0.9500%	-	-	04-22-20	12-22-20	0.95%	1,030	1,186	0
C-D	0.4500%	-	-	05-27-20	08-05-20	0.45%	123	216	-
C-D	0.1960%	-	-	07-09-20	11-27-20	0.20%	189	189	-
C-D	0.1300%	-	-	07-16-20	10-15-20	0.13%	1,133	1,133	-
C-D	0.1100%	-	-	07-23-20	10-22-20	0.11%	609	609	-
C-D	0.1000%	-	-	08-06-20	11-05-20	0.10%	498	498	-
C-D	0.5600%	499,800	499,800	08-11-20	03-17-21	0.56%	1,066	-	1,066
C-D	0.1200%	249,700	249,700	08-17-20	08-17-21	0.12%	109	-	109
C-D	0.1030%	249,800	249,800	08-19-20	03-30-21	0.10%	92	-	92
C-D	0.1210%	499,300	499,300	09-02-20	09-02-21	0.12%	195	-	195
C-D	0.1150%	997,500	997,500	09-02-20	09-02-22	0.12%	371	-	371
C-D	0.0630%	249,900	249,900	09-16-20	03-15-21	0.06%	45	-	45
C-D	0.1000%	249,249	249,249	09-25-20	09-25-22	0.10%	114	93	20
C-D	0.0800%	249,900	249,900	09-28-20	03-03-21	0.08%	493	-	493
C-D	0.1000%	249,700	249,700	12-09-20	12-09-21	0.10%	14	-	14
<b>SUBTOTAL</b>		<b>23,036,087</b>	<b>23,036,087</b>				<b>231,988</b>	<b>546,816</b>	<b>221,313</b>
<b>MONEY MARKET</b>									
ILLINOIS FUNDS		19,955,718	19,955,718	DAILY	DAILY	*1	11,812	11,812	-
CHASE		1,082,719	1,082,719	DAILY	DAILY	*2	198	198	-
ISDLAF-LIQ+MAX FUND		8,679,834	8,679,834	DAILY	DAILY	*3	2,195	2,195	-
2020 BOND PROCEEDS		20,003,825	20,003,825	DAILY	DAILY		1,530	1,530	-
2020 DEBT CERTIFICATES							1,827	1,827	-
PMA BANK OF OZARKS SC		-	-	DAILY	DAILY	*4	1,217	1,217	-
PMA BANK OF CHINA		53,020,166	53,020,166	DAILY	DAILY	*5	29,531	29,531	-
PMA FIRST AMERICAN		127,683	127,683	DAILY	DAILY	*6	9	9	-
ISDLAF TERM SERIES		-	-	Varies	Varies	Varies	8,534	24,791	-
<b>SUBTOTAL</b>		<b>102,869,944</b>	<b>102,869,944</b>				<b>56,853</b>	<b>73,110</b>	<b>-</b>
T-NOTE	1.1250%	453,060	450,000	10-24-17	08-31-21	1.16%	2,552	2,531	1,688
T-NOTE	1.1250%	300,444	300,000	12-14-17	02-28-21	1.16%	1,688	1,688	1,125
TNOTE	1.3750%	-	-	10-03-19	09-30-20	1.59%	859	1,719	-
TNOTE	1.6250%	-	-	12-03-19	11-30-20	1.53%	1,686	2,023	-
TNOTE	0.1250%	499,650	500,000	10-30-20	10-15-23	0.13%	104	-	104
<b>SUBTOTAL</b>		<b>1,253,154</b>	<b>1,250,000</b>				<b>6,889</b>	<b>7,961</b>	<b>2,917</b>
GNMA GROUP	8.0000%	25,722	21,785	1995-1997	2025-2027	7.75%	972	992	153
GNMA	7.5000%	6,507	5,779	04-20-98	04-20-28	6.99%	227	231	37
GNMA	7.5000%	7,700	6,585	05-20-98	05-20-28	7.05%	257	262	41
GNMA	7.0000%	6,097	5,296	08-20-98	05-20-28	6.77%	194	198	31
GNMA	6.5000%	6,708	5,978	10-21-98	04-20-28	6.37%	203	207	32
GNMA	6.5000%	8,847	7,693	11-18-98	11-20-28	6.89%	264	270	41
GNMA	6.5000%	8,206	7,150	11-18-98	10-20-28	6.34%	249	255	39

**REPORT ON INVESTMENTS**  
2nd Quarter 2020-2021

Type of Security	Coupon	Fair Market	Par	Purchase	Maturity	Rate of	Interest	Interest	Interest
OCC FUNDS	Rate	Value *7	Value	Date	Date	Interest	Earnings Y-T-D	Payments Received	Accrued (A)
GNMA	6.5000%	12,217	10,586	01-21-99	01-20-29	6.31%	358	366	57
GNMA	6.5000%	8,531	7,417	03-23-99	03-20-29	6.90%	255	263	40
GNMA	7.0000%	9,771	8,379	06-23-99	05-20-29	7.28%	313	321	49
GNMA	7.5000%	6,889	5,783	08-24-99	08-20-29	7.49%	224	228	36
GNMA	8.0000%	4,368	3,656	05-22-00	04-20-30	8.22%	155	159	24
GNMA	7.0000%	6,212	5,182	02-20-01	02-20-31	6.86%	190	193	30
GNMA	7.0000%	10,082	8,418	05-21-01	04-20-31	7.00%	306	312	49
GNMA	6.5000%	12,276	10,303	09-24-01	08-15-31	6.17%	351	358	56
GNMA	6.5000%	12,200	10,139	06-18-02	04-20-32	6.50%	340	346	55
GNMA	6.5000%	5,785	5,209	06-20-02	06-15-32	6.38%	172	173	28
GNMA	6.0000%	14,219	12,504	09-23-02	07-20-31	5.87%	400	411	63
GNMA	5.5000%	38,218	32,929	12-19-02	12-20-32	5.44%	954	975	151
GNMA	5.5000%	40,142	34,696	01-22-03	01-20-33	5.40%	1,014	1,038	159
GNMA	5.0000%	59,216	52,183	06-19-03	05-20-33	4.87%	1,376	1,411	217
GNMA	5.5000%	73,672	63,225	08-20-03	08-20-33	5.50%	1,824	1,865	290
GNMA	6.0000%	53,824	46,367	09-23-03	08-20-33	5.92%	1,453	1,485	233
GNMA	5.5000%	69,722	59,754	11-19-03	10-20-33	5.46%	1,726	1,770	274
GNMA	5.0000%	104,182	91,408	03-23-04	02-20-34	4.93%	2,444	2,523	381
GNMA	5.0000%	64,764	57,254	04-20-04	03-20-34	4.97%	1,504	1,537	239
GNMA	6.0000%	30,748	27,387	06-22-04	04-15-29	5.90%	837	843	137
GNMA	1.7320%	-	0	10-19-17	05-16-42	1.74%	209	296	-
GNMA	2.6000%	30,514	30,462	11-20-17	12-16-45	2.59%	781	913	66
<b>SUBTOTAL</b>		<b>737,338</b>	<b>643,506</b>				<b>19,551</b>	<b>20,201</b>	<b>3,008</b>
FNMA	2.3770%	200,327	196,162	10-17-17	05-25-22	2.36%	3,544	3,700	389
FNMA	2.3890%	219,235	212,016	10-18-17	01-25-23	2.37%	2,904	2,958	422
FNMA	2.5000%	168,088	164,784	10-20-17	04-25-28	2.48%	2,334	2,448	343
FNMA	1.8750%	324,375	300,000	10-19-17	09-24-26	1.97%	2,813	2,813	1,875
FNMA	2.5320%	497,488	469,554	10-25-17	09-24-24	2.54%	6,693	6,757	991
FNMA	2.5610%	531,960	500,000	10-26-17	07-25-24	2.55%	6,498	6,495	1,069
FNMA	2.7800%	462,201	427,529	11-14-17	05-01-25	2.74%	6,070	6,081	990
FNMA	2.7230%	146,938	137,581	01-11-18	10-25-24	2.73%	2,063	2,078	312
FNMA	2.9610%	558,660	500,000	03-28-18	02-25-27	3.04%	7,402	7,403	1,234
FNMA	2.9900%	95,324	76,312	06-29-18	01-25-28	3.12%	1,251	1,254	185
FNMA	2.9610%	44,693	40,000	07-27-18	02-25-27	3.07%	592	592	99
FNMA	2.7110%	190,671	175,000	11-06-18	06-25-25	2.93%	2,411	2,411	395
FNMA	2.5900%	100,784	102,813	01-25-19	12-25-24	2.66%	1,331	1,244	310
FNMA	3.1200%	113,310	99,395	03-27-19	07-01-29	3.09%	1,581	1,583	258
FNMA	3.0500%	381,830	355,410	04-30-19	12-01-25	3.06%	5,458	5,412	1,023
FNMA	2.5400%	-	-	05-06-19	07-01-24	2.60%	1,041	1,571	-
FNMA	3.1350%	86,048	75,000	07-05-19	10-01-32	3.03%	1,195	1,195	196
FNMA	2.8000%	393,932	350,000	07-26-19	07-01-29	2.74%	4,982	4,982	817
FNMA	2.5000%	122,684	117,656	09-17-19	09-01-34	2.49%	1,740	1,849	245
FNMA	2.6700%	106,877	98,117	09-26-19	09-01-26	2.57%	1,336	1,338	218
FNMA	2.6400%	278,413	250,000	10-25-19	09-01-29	2.58%	3,355	3,355	550
FNMA	2.1400%	-	-	12-03-19	11-01-23	2.14%	(4)	871	-
FNMA	2.3100%	198,514	194,692	01-14-20	08-01-22	2.31%	2,296	2,300	375
FNMA	2.6100%	208,469	198,898	01-14-20	08-01-23	2.61%	2,654	2,660	433
FNMA	2.4600%	133,937	130,174	01-27-20	01-01-23	2.46%	1,636	1,640	267
FNMA	2.5000%	108,300	104,833	03-12-20	02-01-35	2.44%	1,537	1,609	234
FNMA	2.3400%	158,187	150,000	03-16-20	08-01-24	2.31%	1,784	1,784	293
FNMA	1.1850%	200,000	200,000	12-11-20	05-25-25	1.16%	-	-	-
FNMA	1.1600%	203,331	200,000	12-16-20	01-01-26	1.14%	-	-	-
<b>SUBTOTAL</b>		<b>6,234,575</b>	<b>5,825,925</b>				<b>76,498</b>	<b>78,382</b>	<b>13,522</b>
FED AGENCY	1.6800%	-	-	10-18-17	10-13-20	1.68%	1,820	3,915	5
FED AGENCY	2.5000%	161,311	158,330	10-27-17	05-15-29	2.48%	2,169	2,246	330
FED AGENCY	2.3560%	40,553	39,895	12-05-17	08-25-22	2.36%	610	620	78
FED AGENCY	3.4980%	120,298	114,979	03-27-18	08-25-22	3.43%	2,018	2,043	318
FED AGENCY	2.7500%	127,580	120,000	06-11-18	06-19-23	2.77%	1,650	1,650	275
FED AGENCY	4.0000%	193,210	160,000	12-10-18	10-25-28	3.96%	3,248	3,248	541
FED AGENCY	3.0020%	134,355	125,000	05-30-19	01-25-24	2.94%	1,876	1,876	313
FED AGENCY	2.5100%	258,158	250,000	07-30-19	11-25-22	2.48%	3,138	3,138	523
FED AGENCY	1.7660%	51,854	50,124	02-27-20	02-25-25	1.73%	616	622	74



**REPORT ON INVESTMENTS**  
**2nd Quarter 2020-2021**

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	
FED AGENCY	2.3550%	154,095	150,000	05-28-20	07-25-22	2.28%	1,797	1,766	335
FED AGENCY	1.4090%	129,043	125,000	06-11-20	11-25-27	1.38%	886	832	147
FED AGENCY	1.3200%	503,645	500,000	08-17-20	03-15-35	1.32%	2,713	513	2,200
<b>SUBTOTAL</b>		<b>1,874,100</b>	<b>1,793,328</b>				<b>22,540</b>	<b>22,470</b>	<b>5,139</b>
LOCAL GOV	2.2500%	258,083	250,000	10-24-17	11-01-22	2.26%	2,813	2,813	2,368
LOCAL GOV	2.7200%	210,298	200,000	12-05-17	05-01-23	2.72%	2,720	2,720	907
LOCAL GOV	3.6960%	225,842	200,000	08-30-18	08-01-28	3.70%	3,696	3,696	3,080
LOCAL GOV	3.2000%	53,549	50,000	03-07-19	01-01-25	3.20%	800	800	827
LOCAL GOV	2.9200%	107,229	100,000	03-07-19	01-01-25	2.92%	1,947	1,460	973
LOCAL GOV	2.1610%	144,855	140,000	11-26-19	01-01-23	2.16%	1,513	1,513	1,513
LOCAL GOV	2.3630%	109,297	100,000	11-30-19	04-01-27	2.36%	1,182	1,182	650
LOCAL GOV	2.0820%	104,438	100,000	11-30-19	09-15-24	2.08%	1,041	1,041	729
LOCAL GOV	2.2700%	90,691	85,000	12-19-19	02-15-25	2.27%	965	1,190	740
LOCAL GOV	1.3500%	102,150	100,000	06-11-20	07-01-27	1.35%	675	-	675
LOCAL GOV	1.5000%	156,344	150,000	08-07-20	04-01-25	1.50%	938	338	600
LOCAL GOV	1.1450%	74,997	75,000	08-12-20	08-01-28	1.15%	322	-	322
LOCAL GOV	0.6500%	135,795	135,000	10-02-20	06-01-24	0.65%	188	115	73
<b>SUBTOTAL</b>		<b>1,773,567</b>	<b>1,685,000</b>				<b>18,797</b>	<b>16,866</b>	<b>13,456</b>
<b>Total Investments</b>		<b>137,778,766</b>	<b>137,103,789</b>				<b>433,118</b>	<b>765,805</b>	<b>259,354</b>

\*1 Average yield as of 12/31/20 was 0.093%  
 \*2 Average yield as of 12/31/20 was 0.030%  
 \*3 Average yield as of 12/31/20 was 0.050%  
 \*4 Average yield as of 12/31/20 was 0.050%  
 \*5 Average yield as of 12/31/20 was 0.100%  
 \*6 Average yield as of 12/31/20 was 0.010%  
 \*7 Source: Bank Investment Report

(A) GNMA , FNMA, and other Government bonds pay interest based on previous months balance 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.

**Earnings Report**  
**Six months Ended December 31st, 2020 and 2019**

Security	Quarter				Year -to-Date				
	2020		2019		2020		2019		
	Earnings	Ave. Yield	Earnings	Ave. Yield	Earnings	Ave. Yield	Earnings	Ave. Yield	
<b>GENERAL FUNDS</b>									
Certificate of Deposit	\$ 82,369	1.29%	\$ 282,415	2.01%	\$ 231,988	1.23%	\$ 562,087	2.20%	
Money Market									
Illinois Funds	4,594	0.09%	39,860	1.80%	11,811	0.13%	77,234	1.95%	
Chase Savings	79	0.03%	740	0.53%	198	0.04%	1,656	0.63%	
ISDLAF - Liq+Max Fund	1,080	0.05%	4,994	1.67%	2,195	0.07%	15,375	2.02%	
2020 Debt Certificates	1,575	0.00%			1,827	0.02%			
2020 Bond Series B	1,530	0.05%			1,530	0.05%			
IMET LIQ TRUST			418,101				418,101		
PMA LGIP -SDA	11	0.01%	84,782	1.83%	1,217	0.12%	335,311	2.20%	
PMA Bank of China SDA	14,887	0.10%	85,295	1.83%	29,531	0.13%	107,328	1.96%	
PMA First American	6	0.01%	969	1.43%	9	0.04%	1,796	1.89%	
PMA Term Series	2,316	0.48%		0.00%	8,534	0.48%	11,455	2.38%	
Treasury Notes	2,888	0.75%	54,404	1.59%	6,889	1.10%	105,764	1.59%	
GNMA	9,277	4.53%	13,999	4.28%	19,551	4.53%	29,500	4.31%	
FNMA	36,655	2.53%	37,239	2.14%	76,498	2.74%	76,434	2.38%	
Other Fed Agency Bonds	10,637	2.32%	16,310	2.15%	22,540	2.38%	28,849	2.17%	
Municiple and other Bonds	9,397	2.24%	6,367	2.64%	18,797	2.41%	12,152	2.84%	
<b>Total</b>	<b>\$ 177,299</b>	<b>0.47%</b>	<b>\$ 1,045,474</b>	<b>2.03%</b>	<b>\$ 433,118</b>	<b>0.63%</b>	<b>\$ 1,783,041</b>	<b>2.18%</b>	
Fair Mkt Value Adj.	\$ (26,286)	(0.22)%	\$ (65,789)	(0.28)%	\$ (47,144)	(0.39)%	\$ 31,623	0.13%	

**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 (ALL) Executive Board**

The salary payments and rescinds include the following:

- a. Salary payments in the amount of \$7,523.50 for part-time teaching services for the Alliance for Lifelong Learning Fall 2020.
- b. Salary rescinds in the amount of \$93.00 for part-time teaching services for the Alliance for Lifelong Learning Fall 2020.

**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 b as stipulated above and hereby approves the expenditures in the amount not to exceed \$7,523.50 for all funds listed in items a.”

**a. Wage payments in the amount of \$7,523.50 for the part-time teaching services for the Alliance for Lifelong Learning Fall 2020.**

<u>NAME</u>	<u>CODE</u>	<u>AMOUNT</u>	<u>TOTAL</u>
Bolivar, Gabriel	EDUA11-503	\$600.00	\$600.00
Durosova-Centofanti, Barbara	LENA01-511	1326.00	1326.00
Sloane, Judith	BENB02-001	1080.00	
Sloane, Judith	BENB02-001	787.50	
Sloane, Judith	BENB02-001	975.00	
Sloane, Judith	BENB02-001	1755.00	4597.50
Van Vechten, Ellen	HMHB02-060	500.00	500.00
Wickstrom, Jancey	HTHB61-060	500.00	500.00
		<b>Grand Total:</b>	<b>\$7,523.50</b>

**b. Wage rescinds in the amount of \$93.00 for the part-time teaching services for the Alliance for Lifelong Learning Fall 2020.**

<u>NAME</u>	<u>CODE</u>	<u>AMOUNT</u>	<u>TOTAL</u>
Adams, Heather	LTRA12-016	\$93.00	\$93.00
		<b>Grand Total:</b>	<b>\$93.00</b>

**Supplemental Authorization to Pay Professional Personnel - Fall 2020**

Comparative figures:

**Fall 2020 Part-Time**  
**\$4,122,280.06**

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

**Fall 2020 Overload**  
**\$614,019.12**

**Fall 2019 Overload**  
**\$508,560.00**

IL:jg  
01/2021

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

That the Board approves the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$1,230.50 to the total amount of part-time teaching salaries paid during the fall semester, 2020; the revised total payment amount is \$4,122,280.06."

"Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$37,687.52 to the total amount of faculty overload salaries paid during the fall semester 2020; the revised total payment amount is \$614,019.12."

**Authorization to Pay Professional Personnel**

The 2021 Spring Semester classes will begin on January 19, 2021. The first payroll for the 2021 Spring Semester Part-time Faculty and Adjunct Faculty is February 05, 2021, and Full-time Overload payments will be February 19, 2021. Since the list of the 2021 Spring Semester Professional Personnel will not be available until after the January 19, 2021 Board meeting, the Treasurer is requesting the authority to pay the Spring 2021 Semester Part-time and Adjunct Faculty on February 05, 2021 and Full-time Overload payments on February 19, 2021.

EC:mw  
1/2021

**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 2021 Spring Semester Part-time Faculty, and Adjunct Faculty, on February 5, 2021, and Full-time Overload payments on February 19, 2021, with ratification at the February Board meeting.”

**Approval of Clinical Practice Agreements**

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

**Human Services:**

New: **Associates in Behavioral Healthcare:**

This is a new agreement for the Substance Abuse program. This has been reviewed and approved by the College faculty and administration. This is in effect for a five-year period and will terminate on January 19, 2026.

New: **Haymarket Center:**

This is a new agreement for the Substance Abuse program. This has been reviewed and approved by the College faculty and administration. This is in effect for a five-year period and will terminate on January 1, 2026.

IL/bv  
1/2021

**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 agreements:

**Human Services:**

Associates in Behavioral Healthcare  
Haymarket Center”

**Authorization to Approve January Purchases**

Any purchase exceeding \$25,000 requires Board approval. The following purchases meet that criterion. 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 2020 Board of Trustees meeting.

EC:kr  
12/23/2020

**President’s Recommendation:**

That the Board adopts the following resolution:

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

<b><u>Item</u></b>	<b><u>Page(s)</u></b>	<b><u>Description</u></b>	<b><u>Vendor</u></b>	<b><u>Amount</u></b>
1/21-10a	1 - 2	Microscopes	W. Nuhsbaum, Inc.	\$ 75,400.00
1/21-10b	1	Early Alert Software Renewal – Two Year Contract with Training and Consulting	EAB Global, Inc.	\$ 75,500.00
1/21-10c	1	Backup Software Support and Maintenance Renewal - One Year Contract	Meridian IT, Inc.	\$ 48,250.00
1/21-10d	1 - 2	Architectural and Engineering Services for Cannabis Cultivation Lab	Shive-Hattery, Inc.	\$ 233,150.00
<b>GRAND TOTAL</b>				<b>\$432,300.00.”</b>



**Authorization to Purchase Microscopes**

The FY21 capital equipment budget includes \$75,400 to purchase new microscopes for the Biology labs at the Des Plaines campus. The Biology department uses microscopes for all disciplines from Introduction to Life Science to Anatomy and Physiology. Each of these courses requires the students to use microscopes on a regular basis. Each of the College's ten laboratories has as many as four to six courses per day and each course has as many as 24-26 students using microscopes per class. This equates to over ninety hours of use per microscope every week. These microscopes will replace microscopes that are currently used in the Bio 121 and Bio 122 laboratories at the Des Plaines Campus.

Currently, the Biology department uses four different models of microscopes. With the purchase of new microscopes, the College will have the same model microscope in all the Biology labs, which will allow the students a more consistent experience throughout their academic tenure at the College. The College will be purchasing 52 Leica DM500 microscopes which cost \$1,513 each, less a special quantity discount, for a total of \$75,400. These cost-efficient scopes are ideal because of their robust build and minimal moving parts which can withstand everyday, constant use in the labs. Purchasing new microscopes is less expensive than the cost of repairing the old microscopes. These microscopes come already assembled and ready to use out of the box with no extra costs added for installation or setup.

Although a majority of classes at Oakton are virtual for the FY21 academic year, many of our BIO classes continue to meet for lab sessions on campus to ensure that students are able to develop their lab skills for future coursework in Biology. The classes that have labs on campus include Bio 121 General College Biology I, Bio 231 and Bio 232 Human Anatomy and Physiology I and II, and Bio 251 Microbiology. While Bio 121 has been approved to be offered with an all virtual lab component for FY21, we are offering sections with both face-to-face labs and virtual labs this year. Students are preferentially signing up for the sections with face-to-face labs as they understand the need to learn the hands-on skills including microscopy for their future coursework in Biology and related fields.

The sole source provider for the Leica scopes is W. Nuhsbaum, Inc. from McHenry, IL. W. Nuhsbaum is also a current vendor of the College.

BPS:kr  
12/22/2020

**President's Recommendation:**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Microscopes from W. Nuhsbaum, Inc., 760 Ridgeview Drive, McHenry, IL 60050 for a total of \$75,400.00 per their quote number 0074598 dated November 25, 2020.”

**Authorization to Purchase Early Alert Software Renewal – Two-Year Contract with Training and Consulting**

Oakton uses GradesFirst, a cloud-based solution from EAB Global, Inc. for early alert software. This software provides tools for faculty and staff to identify students whose behavior suggests they are heading toward academic problems. Early at-risk indicators include excessive class absences, failure to turn in assignments on time, poor performance on assignments, quizzes, or tests, or regular tardiness. Early Alert systems allow faculty and staff to record the at-risk behaviors the student is exhibiting, and send this information to trained staff members who then contact the student to offer individualized assistance and interventions.

The Administration is seeking to renew the two-year contract which will begin on March 27, 2021, for a total cost of \$65,500. In addition, over the life of the two-year contract, College personnel will require additional training and consulting services. Therefore, the Administration is seeking approval for an additional \$10,000 which brings the two-year total to \$75,500.

RK:kr  
12/22/2020

**Presidents Recommendation**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Early Alert Software Renewal - Two Year Contract with Training and Consulting from EAB Global, Inc. 2445 M Street NW, Washington, D.C., 20037 for an amount not to exceed \$75,500.00 per their price quote dated December 8, 2020.”

**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 back up system to back up the data and configurations of the 37 physical servers and 221 virtual servers that provide services to the 2,622 computers and approximately 8,000 network computer users at both campuses, as well as online users. The current maintenance software upgrade, support, and maintenance agreement expires in February 2021.

The current trend in the information technology industry has manufacturers giving 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 College's best interests to work directly with the manufacturer and their preferred reseller, Meridian IT to secure pricing.

The Administration is requesting approval of a one-year contract not to exceed \$48,250.00 with Meridian IT, Inc. as the College's support provider for Commvault Simpana for a one-year period ending February 2022.

JMW:kr  
12/22/2020

**President's Recommendation:**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of 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 \$48,250.00 per their price quote OaktonCC\_2021CommVault Support Renewal, dated December 22, 2020.”

**Authorization to Purchase Architectural and Engineering Services for Cannabis Cultivation Lab**

Oakton Community College recently applied for the Community College Cannabis Vocational Pilot Program which was created through the Cannabis Regulation and Tax Act (commonly known as the Illinois Recreational Marijuana Law). This Vocational Pilot Program is a component of the law that will allow up to eight community colleges to provide an opportunity to incorporate plant handling in a community college curriculum. This program will be administered jointly by the Illinois Community College Board and the Department of Agriculture. The program will allow hands-on learning of cultivation and processing, however, all harvested product resulting from the program must be destroyed. The Department of Agriculture is responsible for determining the selection criteria. 410 ILCS 705/25-10(a).

The Vocational Pilot License is complementary to Oakton's cannabis curricula, including the certificate in Cannabis Dispensary and Patient Care Specialist or Cannabis Transportation, Logistics and Supply Chain Management. The license will continue to provide opportunities for students to transition between credit and non-credit learning opportunities for students seeking to learn the multiple aspects of the cannabis industry. With this license, community colleges may offer courses that allow participating students to work with, study, and grow live cannabis plants in a cultivation facility (lab).

This specialized facility requires architectural and engineering services to assure the space meets specific legal requirements including having no more than 50 flowering plants at any one time, regulated temperature control and aeration, and enhanced security compliance with an enclosed, locked facility, and restrictions on access.

The College has received a cost proposal for architectural and engineering services from Shive-Hattery, Inc., an architectural and engineering firm experienced in this type of space design. Because the College has a satisfactory relationship with Shive-Hattery based on past experience, this project is exempt from the qualification-based selection process otherwise required by the Local Government Professional Services Selection Act, 50 ILCS 510/0.01, *et seq.*

The total cost is \$233,150 comprised of the following services:

Design Development Services	\$39,600
Construction Document Services	\$86,900
Bidding or Negotiations Services	\$7,450
Construction Contract Administration Services	\$52,450
Security and Access Control Fees	\$5,000
Fertigation, Water Treatment and Controls Fees	\$15,000
Probable Construction Cost Fees	\$5,000

Cabling and Technology (Added Service)	\$14,000
Architectural & Engineering AS BUILT CAD Drawings	\$5,000
Reimbursable Expense	\$2,750

The Administration is confident that Shive-Hattery will meet the project's A&E requirements. The work is anticipated to be completed within 5 months from the project start date.

EC:sa  
01/04/2021

**Presidents Recommendation**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Architectural and Engineering Services for Cannabis Cultivation Lab from Shive-Hattery, Inc., 440 N Wells Street, Suite 320, Chicago IL 60654, for an amount not to exceed \$233,150.00 per their proposal dated October 29, 2020.”

**Preview and Initial Discussion of Upcoming Purchases**

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

**a) Classroom Projectors** - The FY21 capital equipment budget includes funds for the purchase of 20 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 \$40,000 for the 20 projectors. The Administration plans to present this item to the Board for purchase approval at the February Board meeting.

**b) Signage and Wayfinding Fabrication and Installation** – Recommendations for clearer wayfinding signage are identified in the FY19-FY21 Capital Improvement Plan (CIP). This work is scheduled to begin in February 2021 and is anticipated to take approximately six months. The work includes fabrication and installation of new exterior parking and entrance identification signage, exterior vehicular, and pedestrian directional signage and interior ‘Student Street’ directional way-finding signage.

The CIP identifies this project as necessary to improve wayfinding throughout both the Des Plaines and Skokie Campuses. At the April, 2020 Board of Trustees meeting, Selbert Perkins was selected as the designers for this project. Selbert Perkins, Cotter Consulting (the College’s Owner’s Rep), the Facilities office, and the Procurement department worked collaboratively to issue an Invitation to Bid for this work. The contract cost for the base scope on this project is expected to be \$800,000.00. Two alternates have been included in the project design. The alternates are for exterior banners, which are light pole banners to identify the parking lot locations, and Skokie Student Center Signage, which will include signage for the new rooms and spaces created by the recent construction. Unit pricing for all signs and directories, including many not part of the base scope or alternates, have also been requested in the event that additional signage is determined by Oakton to be necessary. The Administration plans to present this item to the Board for purchase approval at the February Board meeting.

**c) Laptop Computers** - For many years, the College purchased desktop computers and solid state device drives to increase the number and capacity of desktop computers available to students and employees. The need to operate remotely due to COVID-19 has required the Information Technology Department to evaluate and implement technologies that will allow the College to be more agile in the future. This includes digital transformation of manual processes, reliance on remote work and remote support, enhanced cyber-security, and mobile end-user devices. As the result, members of the IT department met with three computer manufacturers,

DELL, HP, and Lenovo, to review their laptop offerings and request quotes for 150 laptops with the intention of replacing aging desktop computers. It is anticipated that over the next three years, all employee computers will be replaced with laptops. The cost of this purchase is expected not to exceed \$125,000. The Administration plans to present this item to the Board for purchase approval at the February Board meeting.

**d) High Speed Internet Hotspots – One-Year Renewal-** In March 2020, Oakton switched to an online mode of instruction in order to support the State mandate related to the COVID-19 pandemic. Many students expressed a need for technology resources such as Chromebooks and high speed internet hotspots to continue their education at Oakton. As a result, the College purchased 142 hotspots with unlimited data plan option and made them available for checkout for students in need. The unlimited data plan option must be renewed in March in order to ensure that students can continue using these devices. The cost of renewing this unlimited data plan option for 142 hotspots for twelve months is \$48,904.80 (\$28.70 per hotspot, per month). The Administration plans to present this item to the Board for purchase approval at the February Board meeting.

**e) HyFlex Classroom Technology –** In response to the COVID-19 pandemic, 66 career and technical education laboratory and lecture spaces at Oakton were outfitted as flexible learning classrooms, also known as HyFlex classrooms. This allowed for students to engage in class remotely and synchronously ensuring physical distancing. A HyFlex classroom provides the opportunity for students to attend and engage in class in one of three ways at any time: asynchronous virtual, synchronous virtual, or face-to-face. A student can move in/out of a mode of teaching and learning on a weekly or monthly basis depending on their preference of learning or when facing barriers to learning that prevent them from coming to class. Students can still engage in the class in a virtual setting allowing them to benefit from live interaction.

The HyFlex offering provides equitable access to learning by addressing the diverse needs of students and the external factors that may impact their ability to attend a F2F class. Students that are working or have competing health and family circumstances or have unreliable transportation benefit from the flexibility of a HyFlex class. Oakton has an additional 100 classrooms and learning spaces that must be converted to ensure that all Oakton students can take advantage of the flexibility provided by HyFlex classroom configuration. The Administration is requesting funding of \$165,000 to purchase the technology required to convert these remaining classrooms. This will include up to 10 devices as backup in case of a need for replacement.



**Authorization to Hire Director of Major and Planned Giving / Associate Executive Director of the Foundation**

The administration is recommending the hire of Mr. Richard Van Hees as the Director of Major and Planned Giving /Associate Executive Director of the Foundation. The search began on August 3, 2020 with postings on the Oakton Community College website, LinkedIn (linkedin.com), Historically Black Colleges and Universities (hbcuconnect.com), Hispanic Association of Colleges and Universities (hacu.net), Diverse Jobs (diversejobs.net), Inside Higher Education (insidehighered.com), Higher Education Jobs (higheredjobs.com), Illinois Unemployment (illinoisjoblink.illinois.gov) and the Chronicle of Higher Education (jobs.chronicle.com).

There were thirty-seven applicants for the Director of Major and Planned Giving / Associate Executive Director of the Foundation position. The search committee conducted six semi-finalist interviews and selected three for virtual half-day interviews with a number of employee groups, including the Foundation Board of Directors; Foundation Staff; the Associate Vice President of Marketing and Communications/Chief Advancement Officer; President Smith; as well as an open forum session for college administrators, faculty, and staff.

Mr. Van Hees has a Master's of Business Administration with a concentration in Marketing, and a Masters of Public Administration, both from the Illinois Institute of Technology. Mr. Van Hees was most recently the Senior Director of Development at the University of Illinois at Chicago College of Medicine. Mr. Van Hees led the Chicago-based major gift team for the University of Illinois College of Medicine and University of Illinois Hospital. He personally managed philanthropic relationships with 80+ prospects including alumni, corporations/foundations and engaged private donors with physicians, university leadership, and research faculty to advance the college's mission and strategic priorities.

CH/vb  
01/05/2021

**President's Recommendation:**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Mr. Richard Van Hees effective January 20, 2021 at an annual salary of \$112,000. That salary will be prorated for the period of January 20, 2021 through June 30, 2021.”



**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535  
County of Cook and State of Illinois  
ADMINISTRATOR'S EMPLOYMENT CONTRACT**

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

**WITNESSETH:**

Whereas, pursuant to the Administrator's application, the Board's President has recommended the administrator's appointment as Director of Major and Planned Giving/Associate Executive Director of the Educational Foundation of the Board's College, and the Board has approved such recommendation;

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

1. The Administrator is appointed Director of Major and Planned Giving/Associate Executive Director of the Educational Foundation of the Board's College from January 20 to June 30, 2021. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board policy and the job classification manual, as revised from time to time, and such other related duties as are assigned from time to time by or at the direction of the Board of Trustees and the President. In consideration for services rendered by the Administrator, the Board shall pay the Administrator a salary at an annual salary of \$112,000 in accordance with the Board's salary policies and procedures and the conditions therefore, currently in effect or as may hereafter be modified. This salary shall be for the period January 20 through June 30, 2021.
2. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
3. This contract and services rendered are subject to all applicable Constitutional provisions and the Illinois Revised Statutes, and any provisions contrary to these documents may be considered void without invalidating the remainder of the contract.
4. This contract guarantees the administrator the rights of procedural due process.
5. This agreement shall not be effective unless it is signed and returned to the President within ten days of its issuance.

Dated and returned this \_\_\_\_\_ day of \_\_\_\_\_ 2021 by:

\_\_\_\_\_  
Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on January 19, 2021.  
(Agenda Item 1/21-12)

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

\_\_\_\_\_  
President

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

Inquiries regarding compliance with state or federal nondiscrimination requirements may be directed to the Assistant Vice President, Student Affairs/ Dean, Access, Equity and Diversity, Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois, 60016, or to the Director of the Office for Civil Rights, Department of Education, Washington, D.C.

### **Approval of New Units of Instruction**

Illinois Community College Board (ICCB) rules require the College to submit extensive documentation, including Board of Trustees approval, when a “new unit of instruction” is proposed. The College would like to create two new stackable certificates, an 18-credit-hour Video Digital Content Creation Certificate and an 18-credit-hour Audio Digital Content Creation Certificate.

The **Video Digital Content Creation Certificate** is an 18-credit hour certificate that develops students’ digital content expertise so that they may become employable as content creators or entrepreneurs in the digital audio space. Job titles are varied and include content producers, audio producers, and podcasters.

Digital content creators are storytellers who leverage their written, creative, and project management skills to produce meaningful and engaging experiences for audiences. Digital content creators are able to write for a variety of audiences, both private and public, developing copy for websites, social media, marketing materials, and other platforms. They are able to repurpose existing content for new formats or transition content to new mediums.

Students learn to engage and influence audiences through the production of digital video content. Students will gain hands-on experience copywriting, creating digital video assets, managing electronic media, and building a plan to market a small business. They will gain the skills and experiences critical to pursuing digital video content creation professionally.

Demand for digital content creators is strong. Between 2018 and 2028, the career is expected to grow 13% and produce 20,900 job opportunities across the U.S. There are 818 active postings in our district and 1,869 in Chicago. Salaries range from \$40,000-\$60,000 depending on level of experience and based on per content contribution as a contractor.

#### **Video Digital Content Creation Certificate** 18 Semester Credit Hours; Curriculum: 0376

<b>Courses for a Certificate</b>	<b>Credit Hours</b>
GRD 250 Introduction to Video Production	3 Credits
ART 263 Introduction to Motion Graphics	3 Credits
EGL 211 Writing Digital Content	3 Credits
EGL 220 Mass Communications	3 Credits
MKT 131 Principles of Marketing	3 Credits
MKT 266 New Media and Technology in Marketing	3 Credits
<b>Total Semester Credit Hours for Certificate:</b>	<b>18</b>

The **Audio Digital Content Creation Certificate** is an 18-credit hour certificate that develops students' digital content expertise so that they may become employable as content creators or entrepreneurs in the digital audio space. Job titles are varied and include content producers, audio producers, and podcasters.

Audio content creators are storytellers who leverage their written, creative, and project management skills to produce meaningful and engaging experiences for audiences. Audio content creators are able to write for a variety of audiences, both private and public, developing copy for websites, social media, marketing materials, and other platforms. They are able to repurpose existing content for new formats or transition content to new mediums.

Students to learn to engage and influence audiences through the production of high quality audio content. Students will gain hands-on experience copywriting, creating digital audio assets, managing electronic media, and building a plan to market a small business. They will gain the skills and experiences critical to pursuing digital audio content creation professionally.

Demand for digital content creators is strong. Between 2018 and 2028, the career is expected to grow 13% and produce 20,900 job opportunities across the U.S. There are 818 active postings in our district and 1,869 in Chicago. Salaries range from \$40,000-\$60,000 depending on level of experience and based on per content contribution as a contractor.

**The Audio Digital Content Creation Certificate**

18 Semester Credit Hours; Curriculum: 0375

<b>Courses for a Certificate</b>		<b>Credit Hours</b>
GRD 225	Introduction to Broadcasting and Electronic Media	3 Credits
ART 262	Introduction to Sound	3 Credits
EGL 211	Writing Digital Content	3 Credits
EGL 220	Mass Communications	3 Credits
MKT 131	Principles of Marketing	3 Credits
MKT 266	New Media and Technology in Marketing	3 Credits

**Total Semester Credit Hours for Certificate: 18**

RW:df  
01/2021

**President's Recommendation**

“Be it resolved that the Board of Trustees of Community College District 535 approves the following new units of instruction, the Audio Digital Content Creation Certificate and the Visual Digital Content Creation Certificate.”

**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 21, 2020, 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, 2021, and because the College is still waiting to receive settlement funds, 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. IMET’s counsel indicates the litigation will be wrapped up by June 30, 2021.

EC:bs  
01/21

**President’s Recommendation:**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approve 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, 2021, by and between Illinois Metropolitan Investment Fund (“IMET”), on the one hand, and the **Board of Trustees of Oakton Community College District No. 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 **June 30, 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 No. 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 name 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 the Emeritus faculty member. (Article XV 15.2, C)

Amy Blumenthal, Distinguished Professor of English; Margaret Carney, Distinguished Professor of Biology; Kathleen Carot, Professor of Speech, Theater and Humanities; Jane Malik, Professor of Library Services; and Julie Shotsberger, Professor of Mathematics who retired at the end of the 2020 summer semester, and John D’Anca, Distinguished Professor of Psychology who retired at the end of 2020 fall semester, have requested Emeritus appointments.

Applications for re-appointment to Emeritus may be made at the end of the ten-year term of Emeritus appointment. Marilyn Appelson, Patrick Casali, Hollis Chalem-Brown, Rosario Diprizio, David Hilquist, John Michaels, and Thelma Parker have applied for Emeritus re-appointment. They meet the requirements for Emeritus reappointment.

IL:bv  
1/2021

**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 Amy Blumenthal, Margaret Carney, Kathleen Carot, John D’Anca, Jane Malik, and Julie Shotsberger.”

“Be it further resolved that the Board of Trustees of Community College District 535 approve ten-year Emeritus re-appointments to Marilyn Appelson, Patrick Casali, Hollis Chalem-Brown, Rosario Diprizio, David Hilquist, John Michaels, and Thelma Parker.”

**Acceptance of Illinois Community College Board Innovative Bridge and Transition Program Grant**

The Illinois Community College Board has awarded Oakton Community College a \$39,276.00 Innovative Bridge and Transition Grant for fiscal years 2020 - 2021. Innovative Bridge and Transition funds will provide tangible and intentional support and opportunities for higher-level adult learners to either obtain college credit while taking developmental level courses, and/or build skills and competencies required to be successful in certificate programs. The grant period is October 1, 2020 through September 30, 2021. Jesse Ivory, Dean of Adult & Continuing Education/Dean of the Skokie Campus will act as Project Director. Marc Battista, Associate Vice President of Workforce Education/Dean of Business and Career Technologies, will administer the grant.

KT on behalf of AG  
01/13/21

**President's Recommendation:**

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 accepts \$39,276.00 in federal and state funding through the Illinois Community College Board to support the 2021 Innovative Bridge and Transition Program Grant.”