

**Minutes of the Oakton Community College Board Meeting
June 30, 2020**

The 756th meeting of the Board of Trustees of Oakton Community College, District 535, was conducted virtually on Tuesday, June 30, 2020, with a few attendees at the Des Plaines campus, 1600 E. Golf Road.

Closed Session – Call to Order and Roll Call

At 3:05 p.m., Chair William Stafford called the meeting to order. All members of the Board participated in the meeting virtually.

Trustee Toussaint called the roll:

Mr. William Stafford	Chair	Present
Mr. Paul Kotowski	Vice 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; pending litigation; and purchase or lease of real property for the use of the public body. Trustee Kotowski made the motion, which was seconded by Trustee Bush.

Trustee Toussaint called the roll:

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

In attendance: Dr. Joianne Smith, President, Mr. Edwin Chandrasekar, Vice President, Administrative Affairs, and Dr. Colette Hands, Chief Human Resources Officer, were present. Dr. Karl Brooks, Vice President for Student Affairs and Dr. Ileo Lott, Vice President for Academic Affairs were present virtually.

At 3:55 p.m., Chair Stafford asked for a motion to adjourn the closed session meeting. Trustee Kotowski made the motion; seconded by Trustee Bush; a voice vote was called and the meeting adjourned.

Open Session and Roll Call

Chair Stafford called the regular meeting of the Board of Trustees to order at 4:05 p.m.

Trustee Toussaint called the roll:

Mr. Stafford	Chair	Present
Mr. Kotowski	Vice Chair	Present
Ms. Toussaint	Secretary	Present
Mr. Salzberg		Present
Ms. Burns		Present

Dr. Bush	Present
Dr. Yanow	Present
Ms. Suarez	Present

Pledge of Allegiance – Chair Stafford

Approval of Minutes

Chair Stafford asked for a motion for the approval of the minutes of the May 12, 2020 Committee of the Whole meeting and the May 12, 2020 regular Board meeting; Trustee Bush made the motion, which was seconded by Trustee Yanow.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

Statement by the President

Dr. Smith thanked the fifty-six people who joined via Zoom for the virtual Board meeting, which included Greg Hamill, President of the Full-time Faculty Association; Kathleen De Courcey, President of the Classified Staff Association; and Cheryl Thayer, President of the Adjunct Faculty Association.

Dr. Smith offered condolences to Jesse Ivory, Dean of Adult & Continuing Education and Dean of the Skokie campus, on the passing of her aunt, Margaret Bill on May 17; to Educational Foundation Director, Carl Costanza and his wife Debbie, on the passing of Debbie’s mother Sophie Kanser on June 17; to the family of Bob Nowak who passed away suddenly on June 27. Mr. Nowak served as Oakton’s vice president of Business and Finance from November 2012–November 2015; and to the family and colleagues of Lee Nelson who passed away in May, Mr. Nelson worked third shift in Facilities. Dr. Smith offered congratulations to Huma Abdulaziz, Circulation and Interlibrary Loan Assistant, on the birth of her daughter Hafsa. Congratulations were also offered to Oakton’s 2020 graduates. While not the celebration we had hoped, we did create a virtual commencement ceremony that allowed the graduates to celebrate with family and friends. Dr. Smith thanked the Commencement Committee and the Marketing and Communications team for creating the event. Dr. Smith also thanked Trustee Ben Salzberg who represented the Trustees on the virtual ceremony, and to Student Trustee Karen Suarez, who did an awesome job as the commencement speaker. The ceremony will be able to be viewed online, on demand. Dr. Smith noted that we also were not able to celebrate our honors students in person this year. She highlighted the students who garnered major scholarships and will transfer to top ranked academic institutions. Among the 2019-2020 graduates, eleven students distinguished themselves by completing eighteen credit hours within the Honors Program and earned the Honors Scholar Designation. This is the highest achievement possible within the Honors Program and requires an exceptional level of dedication to academic excellence:

- **Adisa Ozegovic**, the former student trustee, was named Oakton Honors Student of the Year, and she will be attending Emory University
- **Aaron Banks** was named the Liberal Arts Student of the Year. While at Oakton, Aaron served as the Student Government Association President and he co-authored a paper that was published in the journal Nature. He has been accepted at Northwestern University with a full academic scholarship
- **Maryana Nissan** was named the STEM Student of the Year and has been accepted to the University of Illinois-Chicago's pre-medicine program with a generous academic scholarship

- **Savina Mihalopoulos** was named the Global Studies Student of the Year. She has been accepted to the University of Illinois-Chicago's Honors Program
- **Callan Padron** was named the Environmental Science Student of the Year, has been accepted to Lake Forest College, and is currently doing fieldwork for a private conservation company
- **Nicole Ivanova** was awarded the Honors full-ride scholarship to Elmhurst University
- **Zana Gradan** was awarded the Honors full-ride scholarship to Lake Forest College
- **Shaira Pascua** is a Wentcher Scholar who will attend Northern Illinois University
- **Melinda Vigh** will attend Northeastern Illinois University and continue her studies in Accounting
- **Bryan Alanis** has been accepted to the Computer Science program at University of Illinois-Chicago

Disciplinary Honors awards were given to Karl Malchut, [Women and Gender Studies](#), Student of the Year and LeiLani Kobzina, [Peace and Social Justice](#), Student of the Year.

- [Mia Trais](#) received the Honors Council of the Illinois Region Margaret Messer Student Research Grant and has been accepted to Loyola University Chicago with a generous academic scholarship, to complete her work on a children's book designed for children of incarcerated parents; and
- [Amelia Baldwin](#) was awarded the Jack Kent Cooke Scholarship, a nationally competitive award worth over \$40,000 per year in college expenses.

Dr. Smith commented that since our last Board meeting, there have also been many opportunities to reflect on major social justice issues that impact our community. In June, we celebrated Pride Month with a number of virtual sessions, and we celebrated the Supreme Court ruling that prevents discrimination of the LGBTQIA+ community. We also celebrated the Supreme Court ruling that allows for the continuation of the DACA program that allows for thousands of students to continue their education and contributions to our communities. These are important human rights victories. At the same time we celebrate these victories, we continue to bear witness to continued racial oppression in our country and in our College. Dr. Smith commented that when she struggles with how best to move Oakton forward, she often looks to our students' voices as they help center, inspire, and remind her of why the work we do matters. Dr. Smith ended her report with a six-minute video, "Do You Hate Us??, A Poem to America", created by one of Oakton's honors students, Jasmine Creighton. Ms. Creighton shared this poem at last year's honors banquet and in recent weeks, made it into a video that she has given her permission to share with the Oakton community. It is powerful and for Dr. Smith, it is a call to action for us to courageously engage in our equity matters commitment.

ICCTA Liaison Report

Trustee Gail Bush, liaison to the Illinois Community College Trustee Association (ICCTA), attended the ICCTA Board of Representatives annual meeting on June 6, 2020, which was held via Zoom. Executive Director Jim Reed's remarks included statewide Covid-19 response efforts, member engagement, and ACCT/federal issues including access as a civil rights issue. The Committee of the Whole report remarked on the General Assembly passage of twenty-two bills. The FY21 state budget is flat for community colleges, as well as an FY20 supplemental appropriation of \$19 million from the Governor's Emergency Education Relief Fund for the CARES Act, including a thirty percent increase in emergency higher education funding; additional flexibility in the use of stabilization funds; and \$5 billion in student aid enhancement. Curt Oldfield, president of Spoon River College and the Illinois Council of Community College Presidents, reported that Dr. Sylvia Jenkins, will be the incoming president. Trustee Bush noted that she has known Dr. Jenkins for a number of years. Dr. Jenkins has been president of Moraine Valley Community College since 2012; she started in the 1980's as an adjunct faculty member in the library. The Illinois Community College Marketing Collaborative is planning a short-term campaign to promote community colleges in the current Covid-19 environment; the marketing message is that community colleges are local, affordable, and safe. Brian Durham, executive director of the ICCB (Illinois Community College Board), reported that the Illinois Department of Public Health has to sign off on the Return to Campus plan regarding college-reopening guidelines for the fall semester, and that four-year institutions must accept the 'Pass' grade for the spring semester – it cannot be rejected, this amends the Illinois Articulation Law. When outgoing President Bob Thompson 'passed the gavel' for his last time, Trustee Bush shared our Contact

Tracing anecdote and thanked our generous Educational Foundation for stepping in when the Governor said that the training was free. Lastly, it was announced that the new ICCTA president is Gregg Chadwick from Heartland Community College.

Education Foundation Liaison Report

Chair Stafford, liaison to the Oakton Educational Foundation, reported that over \$800,000 was raised by the close of the fiscal year. Recent gifts of note included a \$60,000 pledge commitment from the Niles Township Government to renew their scholarship for students graduating from township high schools who continue their education at Oakton, and to launch a new scholarship for returning adults; a \$10,000 gift from Foundation board member Julie Fenton, and her husband Stuart, in memory of Ms. Fenton's mother Virginia Fenton. The gift will grow the endowment Ms. Fenton and her family established earlier in the year in her parents' names; a \$2,000 gift from Foundation board member Dr. Joan Richards to help launch the *Kathleen Carot Scholarship for Emerging Students in Women's and Gender Studies*. The scholarship launch has been coordinated by Professor Carot's colleagues to recognize her long service to the College at her retirement. Gifts in honor of Professor Carot can be made to the Foundation online. The Board held their annual meeting virtually on June 3 and handled a great deal of business including the approval of a new mission/vision/values statement, renewal of expiring terms for three members, approved funding for twenty-one grant projects submitted by faculty and staff for execution in FY21, and new Board policies related to their scholarship and grants programs. The Foundation Board and Chair Stafford, thanked Howard Singer for his twelve years of service as Board President and approved a new slate of officers that will begin a two-year term of service on July 1 as follows: Board President, Carl Costanza; Vice President and President Elect, Murray Sprung; Immediate Past President, Howard Singer; Treasurer, Jeff Coney; and, Secretary, Gus Schaefer. The Foundation Board approved a budget of \$265,000 to support their operational expenses in FY21 in partnership with the College. This budget includes a \$150,000 renewable grant to the College to underwrite the full cost of salary and benefits to hire a Director of Major and Planned Giving to lead the Foundation's resource development program. Given an analysis of giving potential and peer performance, the Foundation believes this investment will provide Oakton the resources needed to proactively plan and grow fundraising at all levels, generating additional resources for the College and its students. Acceptance of this grant is included on the June 30 Board of Trustees agenda.

Student Trustee Report

Student Trustee Karen Suarez reported that summer courses have officially begun and returning and incoming students are registering for fall courses, keeping the current situation in mind. The Wellness Center is available to students for one-on-one meetings with counselors as a resource for mental health. Technology equipment and assistance is available to students through the IT department. The Learning Center is offering remote tutoring for summer courses. Students can email the Learning Center for more information. The Language Lab is offering a Spanish reading group for all students. Phi Theta Kappa (PTK) is continuing their weekly videos; they also held game nights throughout May. The new PTK officers are holding their summer training sessions in July. TRIO held their own virtual graduation ceremony where graduates were celebrated and recognized for their hard work. The Oakton garden continues to thrive. Student Life held a Bingo Night in late June for a chance to win e-gift cards and Oakton merchandise. The SGA (Student Government Association) is continuing their summer training sessions. The Global Health and Sustainability Club held a drive for a teen girl's shelter in Puerto Rico in place of their annual trip. Multiple members of the Oakton community participated in the Virtual Spring 5K Fun Run. A virtual tour was held for incoming students and high school seniors on June 23. The Oakton Alumni Council held a school supplies donation drive for students in District 535. June 29 was the virtual graduation ceremony for the Class of 2020, where graduating students had an opportunity to be recognized for their efforts. All of these activities can be found on Oakton's Instagram and Facebook pages.

Comments by the Chair

Chair Stafford commented about the passing at such a young age of Mr. Bob Nowak, who he had worked with for thirty years in numerous finance capacities. Chair Stafford noted that our country is witnessing a historic moment with the ongoing calls for the end of generations of racial oppression and injustice. He said that Oakton Board members know that Oakton is part of a larger educational system that systematically and predictably benefits white students over students of color, particularly Black students. Our own WIG (Wildly Important

Goals) poster shows that our Black students enroll, persist, and complete at lower numbers than any other student demographic in the College. Chair Stafford stated that Oakton's Board is committed to creating a racially just institution that will continue to keep the College's equity commitment at the center of their decisions. They are committed to engaging in ongoing development as a governing body supporting the College's efforts to become an antiracist institution. The Board will continue to work with President Smith, and her wonderful leadership team, to make sure that they are taking actions that will lead to a more racially just institution.

Trustee Comments

Trustee Salzberg congratulated all of the 2020 graduates. He commented on the commencement video, and thanked the Board for giving him the opportunity to represent them on the video. Trustee Burns also said that the virtual video commencement was well done and she congratulated all of the graduates of Oakton. Trustee Burns commented on the "Do You Hate Us? A Poem to America" video, that was shown during Dr. Smith's comments. She remarked that seeing the video reminded her that she is an African American woman living in a country where she does feel oppressed and feels the burden of being a Black person in America. Trustee Burns noted that she is glad that Dr. Smith has embraced this and that she will continue to look at what we can do for African American males in this country, who are always the bottom of the bottom.

Board Reports

Master Plan 2021 Bond Financing Review

Mr. Edwin Chandrasekar, Vice President of Administrative Affairs, introduced Tammie Beckwith Schallmo, Senior Vice President, Managing Director-Public Finance, at PMA Financial Network, LLC. Ms. Schallmo has worked with the College on its previous bond financing. Ms. Schallmo shared a short presentation with the Board that included information about the College's upcoming \$20 million in debt certificates and funding bonds to support the remaining financing for the approved 2018-2022 Master Plan construction projects. She also provided a timeline for the issuance of the debt certificates, August 2020 through October 2020. Ms. Schallmo noted that interest rates are near historic lows and that the College is taking advantage of this financing opportunity with TIC (true interest cost) around 2.62 percent.

Chair Stafford commented that in his opinion, this is a great move, the markets could not be any lower and he thinks it is a good time to take action. He appreciates the timeline that was presented, but asked if there is any way to accelerate the process. Ms. Schallmo said yes, if the Board of Trustees would consider any special meetings, we could move more quickly. Chair Stafford asked Ms. Schallmo to investigate pushing up the timeline with Mr. Chandrasekar, and report back to the Board. He feels that the way the markets are now, it would be more advantageous for the College to move quickly as we know what we have now, we do not know what we will have in three or four months.

Wrap-up of 50th Anniversary Celebration

Katherine Sawyer, Associate Vice President of Marketing and Communications, and Chief Advancement Officer, began by stating that the purpose of the presentation is to provide a sense of the year in review. There were some unanticipated happenings, but still the goal was to interact and raise the visibility for the College amongst many constituencies both inside and outside of the College. This will also be a chance to thank the many volunteers across the arc of the year who made this possible, and to the Board of Trustees, for not only their participation, but for the funding that made the celebrations possible and special.

Mindy Finnigan, Center for Professional Development Manager, and Michele Brown, Director of Admission and Enrollment, thanked the Board for the opportunity to provide a wrap up report on the 50th anniversary celebration. Ms. Finnigan talked about what the goals were for the 50th celebration and how those goals were celebrated, and what the next 50 years will hopefully look like. The logo, 50 and Forward, Pride.Passion.Promise, honored the history of the College and those who contributed to its success; affirmed the ongoing value and importance of the College in our community; and engaged and built the College's community to grow its future impact. The audiences for the year were community members, legislative leaders, community partners and government entities, local corporations, current and past employees/retirees, current students,

alumni, and Foundation donors. The Steering Committee and planning teams including all of the engagement working groups were outlined and thanked for all of their contributions to the celebration. Beginning with the fall of 2019, monthly events were highlighted, some of which occurred in person, with the majority of the spring 2020 events being either cancelled or held virtually, because of the Covid-19 pandemic. Ms. Brown highlighted the filling of the time capsule and some of the items included the 50in50 art book, Founders Day program, 50th anniversary pin, anniversary year photos and videos, donor artifacts, a course catalog, and the Annual Report to the Community. June 25, 2020 was the official ending of the 50th anniversary celebration, but there is more to come. On August 17, 2020, the College’s opening day event, there will be activities and a theme that talks about Oakton’s Promise Now and the Next 50 years. There will be a wrap up video of the 50th year, and a visioning exercise that will look forward to the promise of tomorrow and the Oakton Experience.

Ms. Brown again thanked the Board for their support during the 50th yearlong celebration. Chair Stafford thanked Ms. Finnigan and Ms. Brown for all of their hard work. It has been a tremendous year and unfortunately, it was curtailed, but the amount of inclusion that was brought in, as well as the many participants, made the celebration special. It also reminded us of how important this institution is and how important it is for us to keep it strong and make it even better in the next 50 years.

Public Participation – None

6/20-1a 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 Kotowski seconded the motion; Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

6/20-1b Approval of Consent Agenda Items 6/20-2 through 6/20-6

Trustee Bush offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 6/20-2 through 6/20-6 as listed in the Consent Agenda.”

6/20-2 Ratification of Payment of Bills for May 2020 (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 \$7,812,994.06 for all check amounts and for all purposes as appearing on a report dated May 2020.”

6/20-3 Acceptance of Treasurer’s Report for May 2020

“Be it resolved that the Board of Trustees of Community College District 535 receives for filing as part of the College’s official records, the report of the Treasurer for the month of May 2020.”

6/20-4 Ratification and Supplemental Payment of Professional Personnel – Spring 2020 and Summer 2020

1."Be it resolved that the Board of Trustees of Community College District 535 ratifies the payment of salaries for teaching on a part-time basis during the 2020 summer semester; the total payment amounting to \$1,136,851.45”.

2. "Be it further resolved that the Board of Trustees of Community College District 535 ratifies the payment of salaries for teaching on an overload basis during the 2020 summer semester; the total payment amounting to \$1,838,185.77".

3. "Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$43,444.77 to the total amount of part-time teaching salaries paid during the 2020 spring semester; the revised, total payment amount is \$4,010,022.95".

4. "Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$66,363.44 to the total amount of faculty overload salaries paid during the 2020 spring semester; the revised, total payment amount is \$646,600.24".

6/20-5

Ratification of Actions of 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 \$13,629.20 for all funds listed in items a and b."

a. Salary payments in the amount of \$13,629.20 for part-time teaching services for the Alliance for Lifelong Learning Summer 2020.

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

6/20-6

Approval of Clinical Practice Agreements

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

Health Information Technology: The Admiral at the Lake

Health Information Technology and Medical Assistant: Northwest Community Hospital

Physical Therapist Assistant: Direct Access Therapy, Inc.; Northwest Community Hospital

Human Services Program: Counseling Center of Illinois; Village of Skokie, Human Services Division."

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

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

The motion carried; Student Trustee Suarez favored the resolution.

6/20-7

Public Hearing and Adoption of Annual Budget for Fiscal Year 2019-2020

a. Public Hearing

Chair Stafford offered:

"Whereas the College has published a Notice of Public Hearing in the following newspaper on May 25, 2020, *The Daily Herald*, and made available for public inspection from the 25th day of May 2020, a tentative budget, that Public Hearing is now declared open. Are there any comments from the public?"

Chair Stafford asked Mr. Edwin Chandrasekar, Vice President for Administrative Affairs, for a summary of the questions that were submitted by the Trustees following the Board presentation at the May 12, 2020 Board meeting. Mr. Chandrasekar commented that the questions centered around three general areas. First, capital projects and the impact to our capital improvement program; second, revenues, and third, the impact to expenses. Regarding the capital improvement program, the questions were about how Covid-19 would impact our construction moving forward. Mr. Chandrasekar said that Covid-19 did disrupt some of the smaller

construction projects, however, the larger projects met the guidelines as essential services for safety and security reasons, so we were able to move forward with those. One of the smaller projects that was deferred was a community apiary, which we said we would wait with until the Governor Pritzker moves forward with his reopening plans. In terms of financing and impacts to the capital improvement program, as Ms. Schallmo presented on the bond financing, this is actually a very favorable interest rate environment and we are continuing to move forward. We are on the fourth year of our approved Master Plan, the majority of the projects that have been completed have largely been around addressing overcrowding, the transformation of our spaces, and landscape improvements. The remainder of the projects that are left in the current Master Plan are largely deferred maintenance. It is important that we continue with them, upgrades to the exterior envelope, the air handler replacements, etc. as these are important things for us to continue to move forward.

Regarding revenues, it is largely related to tuition and fees. A question had come up around whether or not we could roll back our tuition to our last levels, the most recent levels prior to increases. Back in 2017-2018, the College implemented two large increases, one for \$12 per credit hour, followed by a \$13 per credit hour increase. This was largely due to the volatility of the state budget issues that were going on at that point. We have done some analysis around that and the impact for the College to revert to those levels would be a \$3 million dollar hurt, and at this point, we do not see that as being feasible. We are focusing on preserving as many jobs as possible, so any type of roll back in tuition could result in potential staffing reductions through furloughs and layoffs. In terms of student fees, there was a question about whether we would be requiring students to continue to pay fees in the event that we were moving forward with remote instruction. Oakton has two components to its students' fees. One is the student activity fee and the other is a construction fee. The student activity fee is two dollars and with that, we are continuing to support a lot of our student activities and clubs even in a virtual environment. That fee also supports a student grant program that is used to defray some of the costs that students may experience with textbooks. The construction fee is to support the buildings upkeep and the Master Plan. We are not looking to eliminate or reduce those fees at this point in time. Regarding expenses, at the budget presentation we provided some information, as well in the budget books, around some of the budget cuts that we have had to make around travel, supplies, and non-essential capital equipment. A question had come up around the positions that were frozen, specifically, how these positions were chosen. Many of these positions were frozen in 2017 during the state of Illinois budget impasse. What we have done every year, is senior leadership works with the administrators to review the positions that are frozen. In certain cases, we have unfrozen some of the positions, but also identified positions that may not be essential so that is almost a repurposing. It is a very deliberate and intentional process for us where we actually do look at the positions to see whether or not it is something that we may need and what positions may not be needed, that are non-critical at that point in time.

Chair Stafford asked Mr. Chandrasekar if he could provide a global sense of the classes that we have this fall if we go back into a lock down. Dr. Smith responded that the majority of the classes that can be taught online will be taught online. It is a very small percentage of courses that we actually expect to come and meet face-to-face on campus. Dr. Ileo Lott, Vice President of Academic Affairs and his team are working with the deans in Academic Affairs on this issue. Dr. Lott said that the percentage is small, about fifteen percent. He said that the faculty worked hard when everything was put online the first time, even things that you did not think could go online they figured out how to do it. He said that he has no doubts if we find ourselves in that situation again, we would be able to meet almost everyone's needs online.

Being no other comments, Chair Stafford declared the public hearing closed.

b. Adoption of Annual Budget for Fiscal Year 2020-2021

Trustee Bush offered:

“WHEREAS, on May 25, 2020, the College administration and the Treasurer of the Board made such tentative budget as prepared by them conveniently available to the public for inspection for at least thirty days prior to final action thereon; and

WHEREAS, on June 30, 2020, a public hearing was held by the Board as to such tentative budget, notice of said hearing having been given at least thirty days prior thereto by publication in a newspaper published in the District, and all other legal requirements having been complied with;

NOW, Therefore be it Resolved by the Board of Trustees of Community College District 535, County of Cook and State of Illinois as follows:

That the final budget which contains an estimate of the amounts available in each fund, separately, and of expenditures from each, and which the Board deems necessary to defray all necessary expenses and liabilities of such District for the fiscal year, be and the same hereby is adopted as the budget of this District for the fiscal year beginning July 1, 2020, and ending June 30, 2021.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.

6/20-8 Authorization to Approve June Purchases

Trustee Toussaint offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of the following agenda items for the purchase of the following:

Agenda

<u>Item</u>	<u>Page(s)</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
6/20-8a	1 - 2	Renewal of Annual Services, Contracts, and Dues for FY21	NILRC	\$ 96,400.00
			CARLI	\$ 96,400.00
			Ellucian	\$ 409,729.00
			The College Board	\$ 48,085.00
			Illinois Community College Trustee Association	\$ 29,100.00
6/20-8b	1	Renewal of Risk Management Insurance Plans	Illinois Community College Risk Management Consortium c/o Nugent Consulting Group, LLC	\$ 760,616.00
6/20-8c	1	Continuation of Employee Fringe Benefits: Life and Disability Insurance	Reliance Standard Life Insurance Co.	\$ 270,000.00
6/20-8d	1 - 2	Desire2Learn - Bright Space Learning	Desire2Learn, Ltd	\$ 394,383.39

		Management System - Three Year Contract Extension		
6/20-8e	1 - 2	Des Plaines Campus Sidewalk Repair/ Replacement	Copenhaver Construction, Inc.	\$ 150,000.00
6/20-8f	1 - 3	Ratification of IT Equipment, Support, and Contracts	CompuCom	\$ 26,647.18
			Meridian IT, Inc.	\$ 56,354.00
			Zones, LLC	\$ 100,334.61
			CDW-G, LLC	\$ 42,017.50
6/20-8g	1 - 2	Transportation Services for Student Athletes - One Year Contract	Infinity Transportation Management, LLC	\$ 48,000.00
6/20-8h	1	Twelve Passenger Ford Transit Van	National Auto Fleet Group	\$ 39,209.54
Grand Total				\$ 2,567,276.22.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.

6/20-9 Preview and Initial Discussion of Upcoming Purchases

The following purchases will be presented for approval at an upcoming Board of Trustees meeting: a) Water Main Leak Detection System Installation; b) digital Asset Management System – Three Year Contract; and c) Network Associates/McAfee Antivirus Annual Software Updates and Support.

6/20-10 Approval of Annual Promotions in Rank

Trustee Salzberg offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the promotions in rank for full-time faculty members: Danielle Aquiline, Veronda Carey, Elena Ermolenko Fein, Paul Gulezian, Anika Jones, Cheryl Joseph, Stephanie Levi-Blumer, Kristin McCartney, and Kalpa Patel.”

Trustee Yanow seconded the motion.

Dr. Ileo Lott thanked those faculty members for their service, and said that they are all rock stars. Since March, they, and the entire faculty, have been doing double the work.

Trustee Toussaint called the roll:

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

Mr. Salzberg Aye
 Mr. Kotowski Aye

The motion carried; Student Trustee Suarez favored the resolution.

6/20-11 Authorization to Hire full-time, Tenure-track Faculty Members

Trustee Yanow offered:

“Be it resolved that the Board of Trustees of Community College District 535 approves the following, Ms. Anna Hammer, Dr. Matthew Lee, Ms. Sylvia Rosillo, and Ms. Cecilia Villarruel for the full-time, tenure-track faculty hires for the 2020-2021 academic year, beginning in August 2020. Salary will be determined pending the negotiated agreement between the Oakton Community College Faculty Association and the Oakton Community College Board of Trustees for the 2020-2021 academic year.”

<u>Agenda Item</u>	<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane, Step, Base Salary</u>
6/20-11a	Anna Hammer	Associate Professor	D-3, \$65,401
6/20-11b	Matthew Lee	Assistant Professor	E-2, \$66,028
6/20-11c	Sylvia Rosillo	Assistant Professor	A-2, \$54,255
6/20-11d	Cecilia Villarruel	Assistant Professor	E-2, \$66,028.”

Trustee Salzberg seconded the motion.

Dr. Lott commented that these are four very exciting additions to our faculty and he is excited to present them to the Board. He pointed out that Sylvia Rosillo is in attendance via Zoom. Chair Stafford noted that this is a sound group of individuals with strong academic backgrounds.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

6/20-12 Approval of Salaries for Administrators

Trustee Kotowski offered:

- A. “Be it resolved that the Board of Trustees of Community College District 535 approves salaries for a total of \$4,305,720 to 33 administrators and authorizes the issuance of contracts specifying these salaries to the persons named for the period July 1, 2020 through June 30, 2021, as listed in A, B, and C below.”

FY2021

<u>ADMINISTRATOR</u>	<u>TITLE</u>	<u>SALARY</u>
Maribel Alimboyoguen	Assistant Dean of Health Careers	109,762
Robyn Bailey	Director of Operations and Administration	107,526
Marc Battista	Associate Vice President of Workforce Education / Dean of Business and Career Technologies	123,588
Kelly Becker	Assistant Vice President of Institutional Effectiveness and Strategic Planning	116,725
Anne Brennan	Assistant Vice President of Academic Affairs/ College Transitions	125,442
Karl Brooks	Vice President for Student Affairs	174,576 *

Michele Brown	Director, Admission and Enrollment	123,990
Edwin Chandrasekar	Vice President of Administrative Affairs	200,850 *
Sebastian Contreras Jr.	Dean of Student Success	130,759
Leana Cuellar	Director of Student Learning and Engagement	97,660
Rick Daniels	Director of Student Life and Campus Inclusion	90,160
Al Grippe	Director of Grant Strategy and Development	90,160
Colette Hands	Associate Vice President, Chief Human Resources Officer	163,893*
Jeffrey Hoffmann	Chief of Police and Emergency Management	100,000
Ruben Howard	Director of Workforce and Strategic Partnerships	100,913
Matthew Huber	Dean of Enrollment Management	120,000
Jesse Ivory	Dean of Adult & Continuing Education/ Dean of the Skokie Campus	110,000
Jacob Jeremiah	Assistant Dean of Library	88,038
Mark Kiel	Dean of Counseling, Health, & Wellness Services	119,616
Linda Korbel	Dean, Liberal Arts	153,946
Renee Kozimor	Director of Software and User Services	148,566
Raymond Lawson	Dean of Online Learning	127,283
Andrea Lehmacher	Director of Marketing	117,000
Ileo Lott	Vice President for Academic Affairs	176,265*
Juletta Patrick	Assistant VP, Student Affairs/Dean-Access, Equity, Diversity	125,480
Katherine Sawyer	Associate Vice President of Marketing and Communication/ Chief Advancement Officer	167,248
Joe Scifo	Director of Facilities	121,528
Prashant Shinde	Chief Information Officer	155,000
Robert Sompolski	Dean, STEM and Health Careers	156,802
John Wade	Director of Systems and Network Services	152,291
Cheryl Warmann	Registrar, Director of Student Financial Support	135,997
Andy Williams	Controller	150,236
Ruth Williams	Assistant Vice President, Academic Affairs/ Dean of Curriculum and Instruction	124,420
	Total 33 Continuing Administrator Salaries	4,305,720

Notes:

1. Salaries for grade 10 administrator positions include a 3% SURS contribution, and they are noted with an asterisk (*).
- B. "Be it further resolved that the Board of Trustees of Community College District 535 approves FY2021 administrative salary ranges at the same amount as in FY2020."

	FY2021	FY2021	FY2021
<u>Salary Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
4	\$ 68,041	\$89,980	\$111,919
5	75,113	99,410	130,228
6	82,923	109,818	136,719
7	91,588	121,381	151,169
8	101,154	134,136	167,115
9	111,784	148,304	184,828
10	123,525	163,962	204,399

- Contract A is for grades 6-9 administrator positions.
- Contract B is for grade 10 administrator positions (as noted by asterisks above).
- Contract C is for administrators receiving a SURS contribution in lieu of a salary increase in accordance with Policy 4318.

Trustee Bush seconded the motion.

Chair Stafford thanked the administration and the administrative team for taking a salary freeze. The Board appreciates this gesture in light of the Covid-19 pandemic, and hopefully there will be better times to come in the very near future. Dr. Smith added her appreciation for the administrative team and that the salary freeze in no way reflects the amount of effort, particularly this year, as they have been helping to lead us through unprecedented times. She is grateful for all of their work.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

6/20-13

Approval of President's Employment Contract

Trustee Bush offered:

“Now, therefore be it resolved by the Board of Trustees of Community College District 535, County of Cook, and State of Illinois, that; Dr. Joianne Smith be issued a four-year contract as President of Oakton Community College for the period July 1, 2020 through June 30, 2024, with an annual salary of \$291,462 for the initial year (which includes a six month salary freeze for the first six months of the 2020-2021 contract year. The Board will determine the final six month rate for the completion of this fiscal year prior to January 2021), as well as benefits and other employment conditions.”

Trustee Yanow seconded the motion.

Chair Stafford first thanked President Smith for taking a salary freeze for the first six months in light of the Covid-19 pandemic, it is a strong leadership move. Secondly, Chair Stafford commented that the Board has been very satisfied with the work of President Smith, stating that she is a real leader in the field. He stated that for those who have been around for a long time, the administrative team that she has put together bar none is the best that has been at the College, and he is thrilled at the strength and depth of her leadership. The feedback from the Board on President Smith's evaluation shows that there is full confidence in her and her administration, and we are delighted on behalf of Oakton Community College to have such a leader. Trustee Salzberg echoed Chair Stafford's comments and said that he appreciated working with President Smith last year as Chair; she is an excellent leader, especially with the circumstances brought on by Covid-19.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

6/20-14 Authorization to Fund Proposed Trustee Travel

Trustee Kotowski offered:

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the consolidated trustee travel plan for fiscal year 2020-2021.”

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

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

The motion carried; Student Trustee Suarez favored the resolution.

6/20-15 Acceptance of Grants

Mr. Kotowski offered:

"Be it resolved that the Board of Trustees of Community College District 535 accepts the following grants, 6/20-15a through 6/20-15f:

a. DOE Title VIII Coronavirus Aid, Relief and Economic Security Student Portion Grant.....	\$1,381,420.00
b. DOE Title VIII Coronavirus Aid, Relief and Economic Security Institutional Portion Grant.....	\$1,381,419.00
c. The Oakton Community College Educational Foundation Grant	\$150,000.00
d. Illinois Clean Energy Community Foundation – Pollinator Meadows Pilot Program Grant.....	\$20, 000.00
e. DOE Title VIII Coronavirus Aid, Relief and Economic Security MSI-AANPISI Grant.....	\$11,435.00
f. Title VI DOE CIBER CMCCC Grant.....	\$6,388,.00
For a total of	2,950,662.00.”

Trustee Salzberg seconded the motion.

Dr. Smith commented that the DOE grants are the CARES funding grants. The first grant is for emergency funding which goes directly to students. A team at the College has been working to administer these funds to students who have been negatively impacted by the Covid-19 pandemic. The second grant is the institutional portion of the grant. We have still not received specific guidelines for how that funding can be administered. Mr. Edwin Chandrasekar commented that the College has dispersed a little over half a million dollars to date, and will expect more as we go through the fall semester. For the institutional portion of the grant, we are still waiting for guidance in terms of what those funds can be used for. However for the most part, we are expecting that this should be used for any types of disruption that we anticipate that will occur through the fall semester and beyond as a result of Covid-19 such as for the for purchase of some types of equipment, technology, person protective equipment, etc.

Trustee Toussaint called the roll:

- Mr. Kotowski Aye
- Ms. Burns Aye
- Dr. Yanow Aye

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

The motion carried; Student Trustee Suarez favored the resolution.

6/20-16 First Read of Policies 5103 and 6109

“Be it resolved that policies 5103 and 6109 are under review and will be brought to the next regularly scheduled Board of Trustees meeting on August 18, 2020 for approval.”

Seconded by Trustee Kotowski; Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.

Adjournment

The next regularly scheduled meeting of the Board of Trustees will be held on Tuesday, August 18, 2020, time and place to be determined.

At 5:30 p.m., Chair Stafford asked for a motion to adjourn the meeting, Trustee Salzberg made the motion, which was seconded by Trustee Kotowski.

Trustee Toussaint called the roll:

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

The motion carried; Student Trustee Suarez favored the resolution.



William Stafford, Chair



Marie Lynn Toussaint, Board Secretary

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6/2020

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