



**Minutes of the March 15, 2022 Regular Meeting of the Board of Trustees of Community College District 535**

The 775<sup>th</sup> meeting of the Board of Trustees of Community College District 535 was conducted on March 15, 2022 at Oakton Community College, 1600 East Golf Road, Des Plaines, Illinois.

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

At 5:24 p.m. in room 1275, Chair Martha Burns called the meeting to order.

Trustee Kotowski called the roll:

Ms. Martha Burns	Chair	Present
Ms. Marie Lynn Toussaint	Vice Chair	Present
Mr. Paul Kotowski	Secretary	Present
Dr. Gail Bush		Present
Mr. William Stafford		Present
Mr. Benjamin Salzberg		Present
Dr. Wendy Yanow		Present
Mr. Akash Patel	Student Trustee	Present

Chair Burns asked for a motion to go into closed session under the exceptions to the Illinois Open Meetings Act, with the purpose of considering the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; collective negotiating matters; and litigation.

Student Trustee Patel made the motion, seconded by Trustee Salzberg.

Trustee Kotowski called the roll:

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

Also present in room 1275 were Dr. Joianne Smith, President; Dr. Colette Hands, CHRO; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; Dr. Karl Brooks, Vice President for Student Affairs; and Mr. Edwin Chandrasekar, Vice President for Administrative Affairs.

At 5:57 p.m., Chair Burns asked for a motion to adjourn the closed session meeting. Trustee Kotowski made the motion, which was seconded by Trustee Toussaint. A voice vote was called and the closed session was adjourned.

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

Chair Burns called the regular meeting of the Board of Trustees to order at 6:09 p.m. in room 1506.

Trustee Stafford called the roll:

Ms. Burns	Chair	Present
Ms. Toussaint	Vice Chair	Present
Mr. Kotowski	Secretary	Present
Dr. Bush		Present
Mr. Salzberg		Present
Mr. Stafford		Present
Dr. Yanow		Present
Mr. Patel	Student Trustee	Present

Also present in room 1506 were Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President for Student Affairs; Mr. Edwin Chandrasekar, Vice President for Administrative Affairs; Dr. Colette Hands, CHRO; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; and Ms. Beatriz Sparks, Special Assistant to the Board of Trustees.

Others present: Administrators: Jacob Jeremiah, Dean of Library. Classified Staff: Philip Cronin, Senior Media Services Technician; Vinita Shah, Media Services Technician; Stephen Butera, Senior Manager of Media Relations; and October Gunawan, Marketing Administrative Assistant. Faculty: Joseph Cirone, Chair/Professor of Mechanical Design; and Zoran Miodragovic, Professor of Chemistry.

Guests: Dorothy McCarty, Cotter Consulting; Andrew Broderick, Perkins+Will; and Jessica Figenholtz, Perkins+Will.

**Pledge of Allegiance** – Chair Burns asked Trustee Salzberg to lead the pledge.

### **Approval of Minutes**

Chair Burns asked for a motion for the approval of the minutes of the February 15, 2022 meeting of the Board of Trustees. Student Trustee Patel made the motion which was seconded by Trustee Salzberg. A voice vote was called and the minutes were unanimously approved.

### **Statement by the President**

#### Condolences

- To Sebastian Contreras Jr., Dean of Student Success, on the passing of his father Sebastian Ramon Contreras on February 21 at the age of 91.
- To the family of former Purchasing Manager, Wayne Szatkowski who passed away on March 7 at the age of 72.

#### Congratulations

- CIO Prashant Shinde was named president of the Illinois Council of Community College Administrators - Technology Council (ICCCA-TC). This is a voluntary leadership position for a council of CIOs and technology leaders from across Illinois. Prashant has been very active in since joining Oakton, and recently served as the vice president for the ICCCA-TC.
- Dean Linda Korbel received a recognition letter from Representative Raja Krishnamoorthi congratulating her for the 50<sup>th</sup> year of service to Oakton and community colleges nationwide.
- Miny Wu, Risk Management and Compliance Coordinator, was featured in SURS Employer Insight newsletter. Miny has been a huge help in resolving a high volume of outstanding requests for member accounts. She is quick to respond and is both efficient and accurate.
- Krissie Harris, Manager of Student Life and Campus Inclusion and Interim Advisor for PTK, was selected as a PTK Alumni Hall of Honor recipient. This recognition is based on the alumni's positive impact on chapters, the region, and individual Phi Theta Kappa members.
- PTK Awards - The College will present a recognition for all PTK awards after the PTK annual event. In addition to Dr. Karl Brooks's selection as a Distinguished College Administrator:
  - The Alpha Iota chapter has been named a 2022 REACH Chapter and will receive special recognition in the form of 5 Phi Theta Kappa graduation stoles. Phi Theta Kappa's REACH Rewards program recognizes and rewards Phi Theta Kappa chapters that excel in membership development. Membership benefits include scholarships and increased opportunities for engagement with peers and faculty on campus, which lead to higher rates of completion.
  - Our student spotlight student for this evening, Jasmine Tixta received the Gold Scholar Award from PTK for which more than 2,000 applications were received this year. Jasmine is active in PTK, Andale, Student Nurses, and Unicef clubs, Jasmine will be presented with a Gold medallion and a check for \$1,500!
- Oakton's Women's Basketball team, under the leadership of second year head coach Tony Siriscevich and assistant coach Elizabeth Stangel (Oakton Alumna Class of 19, Willow HS), finished the 21-22 season with a 22-7 record, Region IV Midwest A Runner Up, and 3<sup>rd</sup> place in the Illinois Skyway Collegiate Conference. They were 1 win away from qualifying for the 16 team NJCAA

National DII Women's Basketball Tournament! Additionally, three players were voted to the All-Region team - 1<sup>st</sup> Team: Nessa Walsh and Amena Alexander 2<sup>nd</sup> Team: Amy Campbell. We are very proud of their dedication and success.

- Seven Oakton students (Deborah Recchia, Anis Beigzadeh, Danielle Fairchild, Stephanie Erner, Dorothy Generes, Kathy Angelini, and Megan Viches) had their work selected by the jury to be included as finalists in the Skyway Art Competition (slideshow).
- Amadou Diallo received Oakton's DREAM scholar recommendation. Although Amadou was not selected by Achieving the Dream as one of this year's Dream scholars, we are incredibly proud of him. Trustees received a copy of Amadou's remarks regarding his experience at Oakton.

### Happenings

- Last week Oakton hosted an event co-sponsored by the Center for Campus Inclusion and Diversity and the Department of History and Political Science to discuss the war in Ukraine. Thanks to Distinguished Professor George Lungu and ESL Instructor Svetlana Boulavina for co-presenting.
- March is Women's History Month. Events are hosted by the Center for Campus Inclusion and Diversity, ANDALE, Black Student Success Program, Campus Activities Board, Women, Gender & Sexuality Studies, and COMPASS.
- 2022 Coming Together: Sharing Experiences of Disability – The Coming Together season will bring focus to the voices, experiences, and talents of members of the disability community across Niles Township, as well as advocacy and support resources available to all community members. Oakton will host an event on April 6 at 7 p.m. in the Des Plaines Campus library.
- The 25<sup>th</sup> Jubilee Infant Toddler Conference was held on March 5. Over 279 participants registered. The Infant Toddler Conference is an opportunity to showcase what makes Oakton an amazing place.
- The Skokie Fine Arts Commission is hosting the annual Student Outstanding Artists Recognition (SOAR) exhibition at Oakton Community College - Skokie, featuring hundreds of pieces of art work from students at 13 Skokie schools and pre-schools. The exhibition is open to the public and can be viewed during the College's regular campus hours.
- A ribbon cutting and dedication ceremony for the PharmaCann Cannabis Cultivation Lab will be held on April 6 at 10 a.m. on the Des Plaines campus.
- Today marks the 2<sup>nd</sup> anniversary of the COVID-19 lockdown.

*At this point, Chair Burns indicated that Trustee Kotowski would be chairing the meeting. Trustee Stafford acted as recording secretary.*

### **Educational Foundation Liaison Report**

Recent notable gifts to the Foundation have included:

- A \$20,000 grant from the Evanston Community Foundation to support the Emory Williams Academy for Black Men.
- A \$1,000 gift from new board member Kathy Lichtenstein as part of the Board's annual Leadership Giving Campaign with support for the Oakton Annual Fund.

The annual "Inspire the Future" Employee Giving Campaign, concluded on March 11 with 87 employees participating and raising nearly \$23,000 year-to-date. By the end of June, employees will have contributed more than \$30,000 through the remaining payroll giving periods. The Foundation Board will hold a reception on April 6th to thank all employee donors.

Wintrust executive Kate Gallagher has joined the Foundation Board as a new Director for a 3 year term.

The Foundation Board held their quarterly meeting virtually on March 2. During this meeting they approved an endowed spend rate of 5%, allocating nearly \$300,000 from donor endowed funds to support scholarships and programs in the coming academic year. They also approved spending nearly \$500,000 in unrestricted funds for the annual grant program, general scholarship and other awards.

The Board's annual meeting will take place on June 1.

### **ICCTA Liaison Report**

An ICCTA Board of Representatives Meeting was held on March 12, 2022. ICCTA President Jon Looney discussed consolidation and partnership and the theme of being TOGETHER. April is Community College Month 2022 - theme: Your Community College.

Jim Reed discussed the Community College Baccalaureate Association Conference he and Bill Kelley attended. The Joyce Foundation funded ICCTA \$75,000 to study workforce needs and opportunities in the state. The Presidents Council will work on a pilot case making summary that includes occupational data, employment needs, credentialing and licensing. Back Home Lobbying with April as Community College month and session adjourning April 8. DOL grant funds \$1.6 per college, \$5 million per consortium to serve underrepresented populations.

Maureen Dunne discussed Trustee Roundtable topics: 1) enrollment trends & strategies; 2) employee fatigue and the challenge of filling positions; and 3) campus security.

Committee reports included Torrie Newsome of CLC reporting that the DEI Committee Anti-Racism statement was approved with attribution to the University of Redlands. Trustee Bush shared the College's process with Chair Burns bringing the draft statement to the board, who in turn assigned the Oakton Anti-Racism Team to write Oakton's statement, which is now board approved.

Jessica Nardulli discussed April 8 adjournment of the current session, and proposed budget increase of 5% and approval of short-term MAP grants.

ICCB Executive Director Brian Durham update: \$25 mill for pipeline PATH healthcare workforce modeled after the Workforce Equity Initiative grant: 29% national, 60% WEI in IL includes wraparound services, coaching, stipends, transportation, childcare. Dual Credit legislation to offer mixed classes in HS, differentiated instruction, professional development. Healthcare clinical agreements barriers to growing programs, many colleges have waiting lists for nursing programs.

### **Master Plan Steering Committee Report**

Trustee Stafford shared that there were seven committee meeting hearings; 21 committee members involved; nine 1:1 leadership meetings took place; two virtual townhall with students; campus survey provided 735 responses (368 from students). There are major areas that the planning project addressed: fitness center, learning commons, classroom upgrades, landscaping, partnership hall, student success workplace, and deferred maintenance. The committee did a good job of prioritizing, and will have long discussions. More information about the master plan will be shared by architects during the board report. Trustee Stafford thanked Trustee Bush for her participation in the committee.

### **College Brand Refresh Team Report**

Trustee Kotowski shared that Oakton has retained the consulting firm ADV, and they are going to be advising the College as we refresh our brand, and move from Oakton Community College to Oakton College. Trustee Kotowski indicated that he and Trustee Salzberg met with ADV representatives on February 28 to discuss brand personality, and what they think will be effective marketing techniques. On March 2, the brand refresh team had a general meeting, which was attended by President Smith, and other College employees from different areas. At that meeting, ADV representatives put forward their vision about what they think might be the right steps moving forward. On March 8 and 9, ADV representatives visited Oakton campuses to meet with faculty, administration, staff, and students to get an idea of the consensus regarding our identity for marketing purposes. They were very impressed by the input they received, particularly from students, and indicated that Oakton students were some of the smartest students they've encountered in their career. The next meeting of the brand refresh team will be held in late March or early April.

### **Student Trustee Report**

Mr. Patel shared that there are a few events coming for Women's History Month, and they will be co-sponsored by the BLACK Student Success team, campus activities board and other student organizations. He encouraged attendance. He also shared that he would be meeting with his colleagues from the Illinois Community College Board Student Advisory Committee, and will give them an update

about happenings at Oakton this semester. SGA will have a meeting time set at 12:30 p.m. on Fridays. If anyone is interested in participating in the meetings, they can send an email to [sga@oakton.edu](mailto:sga@oakton.edu).

### **Student Spotlight**

Jasmine Tixta is a very involved student on campus, and she recently received the Coca-Cola Scholar Award. She was invited to be the student spotlight multiple times, but was not able to attend prior to this meeting. Jasmine is doing her last semester at Oakton, and she is representing all groups to which she belongs; she participates in 5 student clubs, 5 organizations, 1 committee, and 1 advisory board. She considers herself a well-rounded student, and could share endless stories about her time at Oakton. She has encountered wonderful people at Oakton who are her mentors, and she does her best to live up to their expectations because they lead by example.

Jasmine came from a 4-year school, and her experience was very different at Oakton, to the point that she dreads leaving the College. She feels that she is well prepared for the next phase in her life, and she must continue her journey. She will be forever grateful to all the people who were part of her story at Oakton, including staff who are devoted to students, and go above and beyond. Jasmine shared that many employees have always made time for her, even after work hours. Jasmine indicated had the privilege of walking the halls of Oakton before, during and after the pandemic, and what all of those times have in common are the many faces that greet students, and remember who they are. Students are not numbers at Oakton, they can be their individual selves.

Jasmine has been at Oakton for over 3 years, and in that time, she has acquired two certificates, and will finish her Associate's in Science degree. Without Oakton, Jasmine said, she would not have been able to work and attend school at the same time. Her goal is to one day become a physician's assistant. One thing that she learned at Oakton, and will take with her, is how to look at things from a different perspective, and how to open her mind to different views. She is not a traditional college student; she returned to school after a 10-year gap. As a first-generation student, Jasmine struggled at the beginning. She joined Oakton because it offered a Medical Assistant Certificate, and then she decided to pursue her Associate's degree. She believes that one of her most memorable experiences at Oakton is joining the Phi Theta Kappa Honors Society, which paved the way for her to become involved in other activities, and allowed her to meet advisors. She joined the UNICEF Club because of her TRIO advisor, Kristine Panopio who has helped her in her search for PA programs. Jasmine added that being involved on campus has opened many doors for her, and she is currently in the process of transferring to a 4-year school, but has yet to decide which one among the many options she has thanks to the second chance Oakton gave her. She would like Oakton to let more students know just how wonderful the College is so they can begin their journey here. She also invited the Board to attend the PTK induction ceremony on May 3.

Trustees congratulated Jasmine on her achievements, and thanked her for sharing her experience.

### **Comments by the Chair**

Trustee Kotowski said he had no comments as the meeting chair, but offered the floor to Chair Burns who talked about the situation in Ukraine, which is devastating. She wanted to acknowledge what students at Oakton are doing to discuss the conflict. She offered her support to all students who are affected by the war, and added that she is praying for understanding and peace. She suggested that ICCTA could be a resource for students who want to share a message. Chair Burns also shared her sad reaction to headlines related to not all refugees being welcome. She indicated she is grieving for the fact that we have this conflict between Ukraine and Russia, but it is also sad that Africans that live in Ukraine have not been able to access the same kind of aid as other nationalities because of their color.

Chair Burns then asked Dr. Ileo Lott to talk about the launching of the Emory Williams Academy for Black Men. Dr. Lott shared that the first recruitment event was held last week. The academy was announced to the community with the purpose of signing people up to become students. He indicated it was an exciting event, and thanked Trustee Toussaint for being present. Dr. Lott said that 7 scholars signed up to start their journey at Oakton. Dr. Lott shared that he could see the excitement in the room, and was appreciative of the planning that went on to get the academy started. He hopes that the Evanston community felt heard, and that they saw how the event was conducted to embrace the young men who signed up. The Evanston community expressed their desire for a high-touch initiative where Oakton

actually spends time in the community. There are three more events scheduled (two in March and one in April). Chair Burns thanked Dr. Lott for his comments, and shared that she really likes the marketing postcard with Academy Chair, Mario Borha's photo because he reminds her of Emory Williams. She also shared that she has received many messages from the community thanking Oakton for this initiative. She then proceeded to personally list and thank all the people involved in this project including Evanston stakeholders and Oakton employees.

Trustee Toussaint shared that she attended last week's meeting, and was very pleased with what she saw. People are excited, and she thanked Oakton for spearheading this initiative, and for putting other programs in the forefront for other institutions to follow. Trustee Toussaint also thanked faculty members who have been actively participating in this project.

Chair Burns thanked President Smith for her continuing support and leadership, her perseverance and for standing behind, with and in front of the program. President Smith thanked the Board for pushing us to bring this forward.

### **Trustee Comments**

Trustee Bush showed her appreciation for Marc Battista, Jesse Ivory and Al Grippe for their follow up on last month's agenda item related to the Workforce Equity Initiative grant after Trustee Bush shared her concerns regarding zip codes so the appropriate recipients will receive funds. Trustee Bush also shared that during the last ICCTA meeting she attended she learned that one of the barriers nursing programs are facing is cooperative clinical agreements with partners, and she wanted to thank all cooperative partners for allowing Oakton's programs to move forward. Lastly, Trustee Burns thanked Jesse Ivory for fostering the election judge training program that is being piloted by Moraine Valley Community College.

Trustee Salzberg thanked people who attended the meeting in person, and recognized the hard work of Oakton employees. He shared that he had the opportunity to visit the renovated cafeteria and was impressed by the quality of the food, and the attention he received. He indicated that he noticed students getting together to play board games, and that he appreciates students finding the time to socialize, which gives him the feeling that we are finally getting back to "normality."

Trustee Salzberg presented an initiative from a program called Feed6 which packages food for the hungry. Mr. Salzberg indicated that the program leaders approached him to discuss the possibility to have a food packaging event involving Oakton students. This would require student volunteers and a cost of \$15,000 to cover the meals. Trustee Salzberg indicated that he discussed this with President Smith. He shared information with the Board, and mentioned he spoke with Student Trustee Patel who indicated that there was some concern from SGA about logistics and the close deadline. Students will meet again next week. Trustee Salzberg said that this would be a good opportunity to give back to the community. Chair Burns requested clarification, and Trustee Salzberg confirmed the proposed date, and the need for 100 volunteers. Ms. Burns indicated it would be important to determine if this is doable at the present time, and generate enough interest. Trustee Stafford appreciates the initiative, but logistics are difficult, and we should be student-driven; given the concerns from SGA, Trustee Stafford doesn't think that there will be enough volunteers, and the appropriate infrastructure at the moment. President Smith indicated that institutional funds can't be utilized to pay another non-profit; students typically hold fundraisers for causes similar to Feed6. Trustee Salzberg said that the funds are not as critical as gathering enough volunteer support. Dr. Rick Daniels shared that this discussion has taken place during meetings, and he has encouraged students to think critically about providing support. Trustee Yanow believes this needs to be a student-driven initiative, and it's late in the academic year. Trustee Bush thinks it is clear that the Board would support students in any way they decide to move forward. Dr. Daniels indicated he is ready to offer guidance, and that he believes students are competent to make this kind of decision. Chair Burns asked Student Trustee Patel to keep the Board informed. Trustee Kotowski indicated that the Board doesn't need to be directly involved, but will support students.

### **Report: Master Plan Update**

This month's report was presented by Dorothy McCarty from Cotter Consulting (Owner's Representative), and Andrew Broderick and Jessica Figenholtz from Perkins+Will (Architects). The Master Plan has been 9 months in the making, and it has involved groups of stakeholders that have participated in committee meetings. The plan builds on the current master plan, and is a bridging document highlighting the

priorities that the college has identified for the next several years. The plan is supported by the companion landscape master plan, and the facilities condition study done in 2021.

The presentation included a number of slides, and the main ideas discussed were:

Guiding Principles:

Equity and Inclusion overlay across all guiding principles. All principles remain relevant from 2017 Campus Plan. Measure principles to Oakton Experience...

- ...be centered on student success and informed by the broader Oakton Community
- ...support student learning and instruction
- ...be financially responsible
- ...be environmentally sustainable
- ...create a sense of place that is welcoming and inviting
- ...embrace advanced technology
- ...address deferred maintenance needs at both campuses

Engagement Summary:

- 7 Steering Committee Meetings (10.5 hours both virtual and in person)
- 21 Steering Committee Members
- 9 one-on-one leadership meetings
- 2 employee virtual town halls (need to confirm # of attendees)
- 1 student virtual town hall
- Walked over 500,000sf on both campuses during assessment
- 735 survey responses (368 students, 367 employees)

Creating competitive advantage for recruitment and retention (through modernizing facilities):

- Learning Commons
- Academic Labs (especially CTE, Workforce)
- Recreation/Wellness/Athletics
- Student Services
- Workplace
- Tech-Enabled and Flexible Spaces

Main ideas to optimize, renovate and modernize:

- Move departments/offices/functions
- Reduce some areas to expand others
- Create a consistent campus facility from end-to-end
- Make space equitable and accessible

Big ideas:

- Fitness and Wellness
- Learning Commons
- Classroom upgrades
- Site and Landscape
- Partnership Hall
- Workplace
- Student Success
- Classroom Upgrades
- Deferred Maintenance
  - Priority 1 (poor condition / critical): \$40 million deferred maintenance (both campuses FY 2023-2027) – exterior, electrical, HVAC, flooring, plumbing, roofing, ADA compliance
  - Priority 2 (fair condition): \$6.9 million deferred maintenance
  - Priority 3 (moderate condition): \$2.4 million deferred maintenance

Recommendations:

- Create a Learning Commons, Renovate/Expand Library: Library, study, learning center, IT/Help Desk
- Prioritize Student Services: Adjacencies around Enrollment Center, Student Affairs, TRiO
- Focus on Partnerships and Ten Hoeve: Ten Hoeve Conference Center Remodel, Career Technical Education, Small Business Development Center
- Main Idea is to Optimize Adjacencies, Rightsize: Future of Athletics and Recreation, Bookstore
- Create a Learning Commons, Renovate/Expand Library - Library, study, learning center, IT/Help Desk, technology, Connect levels 1 and 2
- Focus on East Side of Campus (A, B, And C Wings): Improve Learning Commons in A Wing; Campus Police in B Wing, rethink Student Lounge, Classroom Condition in C Wing

Landscaping priorities campus-wide:

- Automatic Irrigation for Featured Zones
- Concrete Sidewalks Replacement
- Parking lot asphalt repairs
- Roadway updates other than main road+
- Site/Landscape

Sequencing:

1. Partnership Hall - TenHoeve
2. Foundation Relocation
3. Learning Commons FL1
4. Help Desk Relocation
5. Student Affairs Relocation
6. Computer Lab Relocation
7. Bookstore Relocation
8. Testing Relocation
9. Learning Commons FL2

Total Budget:

PROJECT	TOTAL FY2023- FY2027	FY2023	FY2024	FY2025	FY2026	FY2027	Future – Not Funded*
Capital Projects	\$38.7 million	\$8.8 million	\$12 million	\$9.5 million	\$4.2 million	\$4.2 million	\$39.9 million
Site & Landscape	\$5.8 million	\$2 million	\$2 million	\$0.7 million	\$0.7 million	\$0.2 million	\$0.3 million
Deferred Maintenance	\$34.1 million	\$6.7 million	\$12.7 million	\$9 million	\$3.5 million	\$2.3 million	\$9.2 million
<b>Grand Total</b>	<b>\$78.6 million</b>	<b>\$17.5 million</b>	<b>\$26.7 million</b>	<b>\$19.2 million</b>	<b>\$8.4 million</b>	<b>\$6.7 million</b>	<b>\$49.3 million</b>

Trustee Yanow requested clarification on how the deferred maintenance plan was created. Mr. Edwin Chandrasekar indicated that the plan came from the comprehensive facilities condition assessment study that was done in 2021. It was the first time that Oakton did a major undertaking to look at all its assets to determine cost of repairing vs. replacing. Priority 1 would replace or recondition assets in the next 5 years. Chair Burns asked when the RFPs and bids for this would start going out, and Ms. Dorothy McCarty said they will be staggered based on the logistics and the tasks, timing and achieved milestones. There is a critical schedule that lays out implementation plans. Chair Burns indicated that she is looking to see where the RFPs are going out, and have a clear idea of the procurement process. Ms. McCarty confirmed they are following all the regulatory processes, following bids and professional selection guidelines. They will present updates and previews before approval requests. Ms. Burns expressed her desire to discuss with legislators when businesses in the district can't be considered in the procurement process (requests for qualification, etc.). Ms. McCarty shared that Cotter has drafted an RFQ for additional services, and one of the qualifications is that the business is in the district.

Student Trustee Patel shared his thoughts as a student with special needs, and asked if all projects are ADA compliant. Ms. Figenholtz indicated that the master plan is developed by looking at compliance and the student journey and experience to remove all kinds of barriers that may inhibit a student from



navigating the campus and feeling safe. ADA compliance is the law, but things can be made even more accessible with innovation. Ms. McCarty encouraged Mr. Patel to share ideas to eliminate barriers.

Trustee Stafford indicated that a sustainable financial plan needs to be developed, and the Board needs to think about projects that are possibilities for foundation fundraising. Coming out of a pandemic, we need to look at what operations are going to be like in the next year. Trustee Stafford also spoke about concerns that he shares with Trustee Bush regarding the flood plain. He appreciates the systematic look and the sequencing provided which is a great start.

Trustee Bush talked about the prioritization exercise that the committee engaged in during meetings, and she wanted the Board to be aware that the Learning Commons was the top priority on both campuses. Looking at the sequencing, she has a concern regarding the most student-centered areas which are not prioritized before the Partnership Hall. Dr. Bush said it gives her great pause when she sees how the funds are divided up among fiscal years. She would like to see revisions to the priorities so the Learning Commons are not pushed down the list. Cotter and Perkins+Will will work to determine impact, and present alternatives to the Board.

**Public Participation - None**

## **NEW BUSINESS**

### **3/22-1a Approval of Consent Agenda**

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

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

### **3/22-1b Approval of Consent Agenda Items 3/22-2 through 3/22-7**

Trustee Stafford offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the following items 3/22-2 through 3/22-7 as listed in the Consent Agenda."

### **3/22-2 Ratification of Payment of Bills for February 2022**

"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 \$5,760,080.80 for all check amounts as listed and for all purposes as appearing on a report dated February 2022."

### **3/22-3 Acceptance of Treasurer's Report for February 2022**

"Be it resolved that the Board of Trustees of Community College District 535 receives for filing as a part of the College's official records, the report of the Treasurer for the month of February 2022."

### **3/22-4 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 to b as stipulated above, and hereby approves the expenditures in the amount not to exceed \$369,369.38 for all funds listed in item a."

### **3/22-5 Supplemental Authorization to Pay Professional Personnel – Spring 2022**

"Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$679,795.35 to the total amount of part-time teaching salaries paid during the spring semester 2022; the revised, total payment amount is \$3,257,309.15."

“Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$81,182.26 to the total amount of faculty overload salaries paid during the spring semester 2022; the revised, total payment amount is \$545,092.14.”

**3/22-6 Acceptance 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:  
Westminster Place

Health Information Technology, Nursing, Physical Therapist Assistant:  
Northwestern Medicine

Physical Therapist Assistant:  
CHS Therapy, LLC.”

**3/22-7 Approval of Intergovernmental Agreements with High School District Partners**

“Be it resolved that the Board of Trustees of Community College District 535 authorizes the approval of Intergovernmental Agreements for Longitudinal Data Sharing and Analysis between Oakton Community College and:

- Niles Township High School District 219;
- New Trier Township High School District 203; and
- Glenbrook High School District 225.”

“Be it further resolved that the Board of Trustees of Community College District 535 approves the Dual Credit MOU between Oakton Community College District 535 and:

- Evanston Township High School District 202;
- Niles Township High School District 219;
- Early College Persistence – Niles Township High School District 219;
- New Trier Township High School District 203; and
- Glenbrook High School District 225.”

At this point, Trustee Kotowski indicated that item 3/22-7 needed to be amended. Trustee Stafford moved to amend by striking out the words “Glenbrook High School District 225” in the resolution related to the Intergovernmental Agreements for Longitudinal Data Sharing and Analysis. The motion was seconded by Trustee Kotowski to amend by striking out the words “Glenbrook High School District 225.” The amended motion was to “authorize the approval of Intergovernmental Agreements for Longitudinal Data Sharing and Analysis between Oakton Community College and Niles Township High School District 219; and New Trier Township High School District 203.”

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

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

The motion carried. Student Trustee Patel favored the resolution.

**3/22-8 Authorization to Approve March Purchases**

Trustee Burns 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/Location</u>	<u>Amount</u>
3/22-8a	1-2	Engineering Services for Courtyard Renovations	Manhard Consulting, Ltd. Lincolnshire, IL	\$150,300.00
3/22-8b	1-2	Custodial Services Two-Year Contract	Vlades Supply Wheeling, IL Warehouse Direct Inc. Des Plaines, IL Unipak Corp West Long Branch, NJ Staples LLC Framingham, MA	\$25,958.00 \$32,176.11 \$23,463.60 \$1,799.70
3/22-8c	1	Owners Representative Services	Cotter Consulting Inc. Chicago, IL	\$130,000.00
3/22-8d	1	Educational Foundation Software Renewal Three-Year Contract	Blackbaud Inc. Charleston, SC	\$73,992.00
3/22-8e	1	Sterilizer for Sterile Processing Technician Certificate	STERIS Corporation Mentor, OH	\$45,470.00
3/22-8f	1	Ratification for Additional Travel Expenses to Africa	EDU Africa Cape Town, South Africa	\$95,900.00
<b>GRAND TOTAL:</b>				<b>\$578,989.41."</b>

Student Trustee Patel seconded the motion. Trustee Stafford called the roll:

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

The motion carried. Student Trustee Patel favored the resolution.

**3/22-9 Preview and Initial Discussion of Upcoming Purchases**

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

- a) Multifactor Authentication Contract Renewal
- b) Replacement Employee Desktops and Laptops
- c) Certified Athletic Training Services – Three-Year Contract
- d) Grant Funded Truck Driver Training Courses

**3/22-10 Acceptance of a Faculty Retirement**

Trustee Salzberg offered: "Be it resolved that the Board of Trustees of Community College District 535 accepts the retirement of Jay Cohen."

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

**3/22-11 Approval of Academic Calendar for 2024**

Trustee Toussaint offered: "Be it resolved that the Board of Trustees of Community College District 535, approves and adopts the 2024 Academic Calendar, attached hereto, as part of the office records of the College."

Trustee Salzberg seconded the motion.

Student Trustee Patel brought the issue of Academic Calendars being approved based on calendar year instead of starting with the beginning of the academic year. Dr. Karl Brooks clarified this is Oakton's practice. President Smith said this could be modified, but it will require the involvement of the academic calendar committee, including union leaders, and the College needs to comply with ICCB regulations, but there's some flexibility. Trustee Bush said it would be more logical to create the calendar based on the academic year.

Trustee Stafford called the roll.

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

The motion carried. Student Trustee Patel favored the resolution.

**3/22-12 Approval Policy Revision**

Trustee Stafford offered: "Be it resolved that the Board of Trustees of Community College District 535 hereby approves revisions to Policy 3003, attached hereto."

Trustee Salzberg seconded the motion. Trustee Stafford called the roll.

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

The motion carried. Student Trustee Patel favored the resolution.

**3/22-13 Authorization to Amend the Name of the Emory Williams Academy**

Trustee Burns offered: "Be it resolved that the Board of Trustees of Community College District 535 authorizes an amendment to the official name of the academy to Emory Williams Academy for Black Men."

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

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

The motion carried. Student Trustee Patel favored the resolution.

**3/22-14 Acceptance of Arts Midwest – American Rescue Plan Grant**

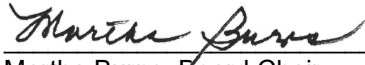
Trustee Salzberg offered: “Be it resolved that the Board of Trustees of Community College District 535 accepts \$9,000.00 from Arts Midwest to offset expenses due to the COVID-19 pandemic and the impact on the arts community at Oakton Community College.”

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

**Adjournment**

Trustee Kotowski announced that the next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held on Tuesday, April 26, 2022 at the Des Plaines Campus. Chair Burns indicated that there will be a reorganization of the Board.

Student Trustee Patel made a motion to adjourn the meeting, which was seconded by Trustee Yanow. A voice vote was called and the meeting was adjourned at 8:35 p.m.



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Martha Burns, Board Chair



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Paul Kotowski, Board Secretary

Minutes recorded by:  
Beatriz Sparks  
3/2022