

**The 800th Meeting
of
The Board of Trustees
June 25, 2024**



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.

Ratified by the Board of Trustees on March 21, 2017 and reaffirmed on September 19, 2023.

Land Acknowledgment for Oakton

Oakton is the community's college. We recognize that our community embodies a network of historical connections and contemporary relationships with Native peoples, families, students, and alumni. We continue to live and work on the traditional homelands stolen from many different Native peoples, including but not limited to the Bodéwadomi (Potawatomi), Ojibwe (Chippewa), Odawaa (Ottawa), Kiikaapoi (Kickapoo), Mamaceqtaw (Menominee), Myaamiaki (Miami), Thakiwaki (Sac and Fox) and Hoocągra (Ho-Chunk) nations. Others have settled and cared for this land from time immemorial. The land of our Des Plaines campus nurtured a large Potawatomi settlement along the Des Plaines River. This was a site of trade, travel, and gathering for many Native people. With the lush forests and vibrant river, these communities flourished in this beautiful land of biodiversity and reciprocity. These lands are still home to many Native people of many nations.

Adopted by the Board of Trustees on December 13, 2022.

Anti-Racism Statement

Oakton is an anti-racist, inclusive, transparent institution; invested in and accountable to the communities we serve. We are committed to transforming all curricula, policies, structures and practices to dismantle and eliminate racism and other forms of oppression so all members of our community thrive. Through reflection, empowerment, and accountability to anti-racist people of color, we model the socially just and equitable transformation that we want to see in the world.

Adopted by the Board of Trustees on February 15, 2022.

Neurodiversity Statement

Oakton College is committed to recognizing the neurodiversity of our community and developing equitable policies and procedures to enhance the Oakton experience for all students, employees, and community members.

Adopted by the Board of Trustees on August 15, 2023.



1600 East Golf Road
Des Plaines, Illinois 60016

Closed Session
5 p.m. – Room 1502

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 of closed session minutes of May 21, 2024
 - Consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; collective negotiating matters; and pending litigation
3. Consideration of a motion for adjournment
4. Adjournment

Open Session
6 p.m. – Room 1506

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 including their name, town/affiliation, and the item they wish to address to the Board, no later than 6 p.m. on June 25, 2024.

The meeting will be broadcast on Oakton TV: <https://play.champds.com/oaktoncollegeil/live/5>

Agenda

- Call to Order and Roll Call
- Pledge of Allegiance
- Land Acknowledgement
- V Approval of minutes of the May 21, 2024 Regular Meeting of the Board of Trustees
- Statement by the President
- Educational Foundation Liaison Report
- ICCTA Liaison Report
- Student Trustee Report
- Founder Spotlight
- Comments by the Chair

Trustee Comments
 Public Participation
 Board Report: Grant Work at Oakton College
 Emory Williams Academy: Academic Year Update

New Business

Consent Agenda

- V 6/24-1a Approval of Adoption of Consent Agenda
- R 6/24-1b Approval of Consent Agenda Items 6/24-2 through 6/24-6
- 6/24-2 Ratification of Payment of Bills for May 2024
- 6/24-3 Acceptance of Treasurer's Report for May 2024
- 6/24-4 Ratification and Supplemental Authorization to Pay Professional Personnel – Spring 2024 and Summer 2024
- 6/24-5 Approval of Clinical Practice Agreements
- 6/24-6 Approval of Updated Agreement with the Northern Illinois Workforce Coalition (NIWC) for Apprenticeship Tuition

Other Items

- R 6/24-7 Public Hearing and Adoption of Annual Budget for Fiscal Year 2024-2025
 - a. Public Hearing
 - b. Adoption of Annual Budget for Fiscal Year 2024-2025
- R 6/24-8 Authorization to Approve June Purchases
 - a. Illinois Community College Trustee Association (ICCTA) Dues
 - b. Nikon Eclipse Si Microscopes
 - c. PowerFAIDS Software Maintenance – One-Year Renewal
 - d. TouchNet Information Systems Software Licenses – Five-Year Renewal
 - e. CDL Training Services – Two-Year Renewal
 - f. Design and Engineering Services – Baseball Field and Parking Lot
 - g. Grant Accounting Compliance Services
 - h. Temporary Staffing and Recruitment Services
- 6/24-9 Preview and Initial Discussion of Upcoming Purchases
- R 6/24-10 Authorization to Hire Assistant Controller
- R 6/24-11 Approval of Administrator Resignation Agreement
- R 6/24-12 Approval of Salaries for Administrators
- R 6/24-13 Approval of President's Employment Contract
- R 6/24-14 Authorization to Hire Full-Time, Tenure-Track Faculty Members
- R 6/24-15 Approval of Annual Promotions in Rank

- R 6/24-16 Authorization to Fund Proposed Trustee Travel
- R 6/24-17 Approval of Settlement Agreement
- V 6/24-18 First Read of Policy Revision
- 6/24-19 Notification of Award of Grants

Adjournment



Minutes of the May 21, 2024 Regular Meeting of the Board of Trustees of Community College District 535

The 799th meeting of the Board of Trustees of Community College District 535 was conducted on May 21, 2024 at the Des Plaines campus of Oakton College, 1600 East Golf Road, Des Plaines, Illinois.

Closed Session – Call to Order and Roll Call

Chair Toussaint called the meeting to order at 5:32 p.m. in room 1502. Trustee Stafford called the roll:

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

Chair Toussaint asked for a motion to go into closed session under the exceptions to the Illinois Open Meetings Act, with the purpose of reviewing closed session minutes of April 16, 2024; and considering the appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters, and pending litigation.

Trustee Salzberg made the motion, seconded by Trustee Bush. Trustee Stafford called the roll:

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

Also present in room 1502 were Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President for Student Affairs; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; Johanna Fine, Chief Human Resources Officer; and Michele Roberts, Vice President for Administrative Affairs.

At 6:07 p.m., Chair Toussaint asked for a motion to adjourn the closed session meeting. Trustee Stafford made the motion which was seconded by Trustee Bush. A voice vote was called and the closed session was adjourned.

Open Session – Call to Order and Roll Call

Chair Toussaint called the regular meeting of the Board of Trustees to order at 6:13 p.m. in room 1506.

Trustee Stafford called the roll:

Ms. Toussaint	Chair	Present
Ms. Burns	Vice Chair	Present
Ms. Bashiri-Remetio	Secretary	Absent
Dr. Bush		Present
Mr. Salzberg		Present
Mr. Stafford		Present
Dr. Yanow		Present
Mr. Ocaña	Student Trustee	Present

Also present in room 1506:

Leadership: Dr. Joianne Smith, President; Dr. Kelly Iwanaga Becker, Assistant Vice President for Institutional Effectiveness and Strategic Planning; Dr. Karl Brooks, Vice President for Student Affairs; Johanna Fine, Chief

Human Resources Officer; Dr. Ileo Lott, Provost and Vice President for Academic Affairs; and Katherine Sawyer, Chief Advancement Officer.

Administrators: Marc Battista, Associate VP for Academic Affairs/Dean of Curriculum and Instruction; Steve Butera, Director of Communications and Media Relations; Dr. Sebastian Contreras Jr., Assistant VP for Student Affairs/Dean of Student Success; Dr. Leana Cuellar, Interim Dean of Access, Equity and Diversity; Dr. Ruben Howard II, Dean of Business and Career Technologies; Jake Jeremiah, Dean of Library; Christine Paciero, Director of Oakton Athletics; Dr. Jim Rabchuk, Dean of STEM; Delia Rodriguez, Dean of Adult and Continuing Education; and Andy Williams, Controller.

Union Leaders: Jennifer Crowley, Classified Staff Association; Mary Hope Griffith, Adjunct Faculty Association; and Suzanne Ziegenhorn, Full Time Faculty Association.

Faculty: Michael Graves, Physical Education; James Humenik, Law Enforcement; Mary Johannesen Schmidt, Psychology; Cheryl Joseph, Early Childhood Education; Louis Martinez, Law Enforcement; Sylvia Rosillo, Library; and Toni Surdo, Psychology.

Staff: Phil Cronin, Media Services; Ernest Gest, Facilities; Jeffrey Gossrow, Budget and Finance; Krissie Harris, Student Life and Campus Inclusion; Ewa Lyczewska, Marketing and Communications; Rob Peterson, Access, Equity and Diversity; Esperanza Salgado-Rodriguez, TRIO; and Beatriz Sparks, President's Office/Special Assistant to the Board of Trustees.

Students: Marianne Catanoan

Pledge of Allegiance – Trustee Toussaint led the pledge.

Land Acknowledgment – Trustee Stafford read the Land Acknowledgment.

Approval of Minutes

Chair Toussaint made a motion for the approval of the minutes of the April 16, 2024 regular meeting of the Board of Trustees, and the April 16, 2024 Committee of the Whole meeting. Trustee Salzberg seconded the motion. A voice vote was called and the minutes were unanimously approved.

Statement by the President

Condolences

- To Chair and Associate Professor of Library, Martinique Hallerduff on the passing of her father Peter on May 2.

Congratulations

- To Officer Saad Muhammad on the birth of baby boy, Zain Muhammad on May 18.
- To the Class of 2024. It was wonderful to celebrate our graduates at the Commencement ceremony last week. Thank you to the commencement committee, led by Krissie Harris, Sr. Manager of Student Life and Campus Inclusion for all of your efforts in creating a joyous celebration and thank you to all of our faculty and staff who support students along their journey so that they can accomplish their goals!
- Congratulations also to our 8 Hospitality certificate completers that participated in our first Earn and Learn program in partnership with District 219 Bridges Program and The Residence Inn in Wilmette.

Employee Recognitions

- During the 103rd Kappa Alpha Psi Fraternity Inc. North Central Province Council meeting, Dean of Business and Career Technologies, Dr. Ruben Howard II received the 2024 Bert Wadkins Guide Right Director of the Year award. In addition, the Evanston Kappa League program was awarded the 2024 Jay Crosby award for the Most Outstanding Kappa League program. This is the 3rd straight year that the Evanston Kappa League received the award.
- Professor Tina Fakhrid-Deen was awarded the Woman of Distinction Award from Oakton's Chapter of the American Association for Women in Community Colleges at a celebration earlier this month.

- Secretary of State and State Librarian Alexi Giannoulias announced the winners of the 2024 Spotlight on Literacy Awards that recognizes participants in Illinois literacy programs. Ten adult learners received the Spotlight on Achievement Award, and 10 volunteer tutors received the Spotlight on Service Award during a ceremony at the Illinois State Museum in Springfield. Volunteer Award winners from Oakton: Thomas Koshy, Robyn Johnson and Heidi Siegel.

Student Recognitions

- Oakton student Johnny Begale presented his Honors contract project at the Skyway STEM competition held at Morton College. Johnny's research topic was "The Journey of Microorganisms: From Unicellular Organisms to the Colonization of the Gastrointestinal Tract." Congrats, Johnny!
- Oakton College DECA chapter had a great experience at the National Competition in Austin, Texas. As a new chapter, Oakton College was honored by DECA during the opening ceremony. Oakton DECA members competed in the following tournaments:
 - Marketing Communications: Wajeeh Ansari and Dawood Mustafa made it to the qualifiers.
 - Entertainment Marketing: Manuel Santos and Abdul Ahad made it to the qualifiers.
 - Entrepreneurship Operations: Victor Leca was a finalist and medalist.
 - Fashion Marketing: Dane Mathew was a qualifier.
 - Entrepreneurship (Starting a Business): Victor Leca was a qualifier.

Athletic Recognition

- The athletics department held an end of the year celebration on April 19, and recognized the following individuals:
 - BOT Student Athlete Leadership Award: Lucas Visser - Soph, FI student from the Netherlands, Men's Soccer; and Bryce Wolf - Fresh, Women's Basketball, Glenbrook North HS
 - Student Athlete Perseverance Award: Mekiy'El Wright - Soph, Men's Basketball, Niles North HS
 - Professor of the Year: Glenna Sprague
 - Coach of the Year: Alan Chalem, Assistant Men's Soccer Coach
 - Student Athlete Speakers: Mekiy'El Wright - Soph, Men's Basketball, Niles North HS; and Zarina Sayed - Soph, Women's Tennis, Niles North HS
- The Men's Golf Team finished third in the NJCAA Region 4 tournament and qualified for the nationals! The team is currently competing in the NJCAA Division II Championship in Joplin, MO. Go Owls!
- The Oakton Men's Tennis Team competed in the NJCAA Region 4 Tournament. The highlights of the tournament included Luke Bouvier at No. 1 singles, Brian Tomo at No. 4 singles, and Luke Bouvier and Sean Meyer at No. 1 doubles. As Oakton's top three players are freshmen, the future is bright for Owls tennis!
- The Women's Tennis Team traveled to Tyler, Texas, to compete in the NJCAA DI Championship. Domenica Bondi competed in the singles flight No. 2 and Zarina Sayed competed in the singles consolation quarterfinals. Together, Domenica and Zarina, competed in the consolation quarter finals doubles flight No. 1. Zarina celebrated her birthday at the tournament, and this Monday, she graduated from Oakton. We are proud of her and Domenica's accomplishments this season. We can't wait to see what they do next!
- The Baseball Team competed in the NJCAA Region 4 Division III Tournament, which was hosted by the College of DuPage (COD). The end of the tournament concludes Oakton's spring 2024 baseball season.

Happenings

- The Koehline Museum of Art's current exhibit Heaven on Earth expresses artist, Gabriela Leyva's desire to reconnect with heaven after a near-death experience. Gabriela Leyva is a Mexican artist who specializes in the creation of mixed media works and installations. She is also a psychotherapist who skillfully integrates her interest in psychology with her artwork.
- Tomorrow is the celebration of our Early College Program BNAT completers. We have 83 HS students who will be completing their BNAT credential this semester – earning that credential before graduating from HS!

- Tomorrow we are also hosting a conference for area employers interested in learning more about how AI might affect their industry and workforce needs in the coming years - this workshop is being supported by our Trades grant.
- On June 7, we have 5 Oakton students departing for a summer study abroad experience in Ghana. This is the second cohort of Oakton students participating in this incredible opportunity.

Educational Foundation Liaison Report

Notable commitments since the last update to the Trustees include:

- A \$34,000 gift from retiree Linda Korbel to continue to build the endowments of the Korbel Study Abroad Scholarship and the Foundation's General Scholarship Fund,
- A \$1,000 gift from Geri Sizemore to support the annual scholarship in Emory Williams name and the program fund related to the Emory Williams Academy,
- A \$3,000 gift from an anonymous donor that includes a matching gift from their employer to build the endowment of the Roman-Blanco Endowed Scholarship.

Six Foundation Board Directors attended commencement last week, sitting with student speaker families. All were inspired by the event and proud to be affiliated with Oakton through their work with the Educational Foundation.

A dedication of new pavers installed in the courtyard on the Des Plaines Campus will take place on Wednesday, June 5 at 4 p.m. Approximately 53 new tribute pavers have been purchased since the original dedication of the original group of pavers honoring Founding Trustees, Faculty and Administration were installed last year. All are welcome to attend the ceremony and reception that follows.

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

ICCTA Liaison Report

Trustee Salzberg shared that he attended the ICCTA Lobby Day in Springfield with President Smith and Director of Communications, Steve Butera. They had the opportunity to meet with Governor Pritzker and state senators.

Student Trustee Report

Franklin Ocaña II shared that ANDALE, BSSP and EWA recently hosted their end of the year celebrations, and that the Asian Night Market event was successful and well attended. Commencement was held on May 13.

Student Spotlight

Marianne Catanaoan graduated high school in 2022. Oakton was not in her college plans until she began researching other schools to figure out the financial part. She was taking dual credit classes during her senior year, and she learned that her credits were transferrable to Oakton. She also learned that it would be beneficial to attend a community college to save time and money since she wasn't committed to a career path back then. She started to get involved with extracurricular activities. As a first-generation student, she appreciated being able to find resources at Oakton that provided her with comfort and encouragement. She received help with math and writing at the Learning Center, career coaching from the Career & Transfer Center, and support from student clubs and organizations.

Marianne is part of TRIO, and she wanted to acknowledge their efforts. She feels truly supported by her advisors who helped with registering for classes, the financial aid process, and getting involved in the community. She shared that thanks to her involvement in TRIO, she was able to watch the Hamilton musical in Chicago, she went to the Museum of Science & Industry, and attended the National Student Leadership Diversity Convention in Orlando, Florida.

Marianne indicated that TRIO has greatly contributed in her process to make decisions about her career throughout the transfer process. TRIO introduced students to a college tour at the University of Illinois at Chicago, and Northern Illinois University where she is planning to transfer to attend law school.

One suggestion Marianne has is for improvement of communication between faculty and their students. However, she said that her time at Oakton has been amazing. College resources made her life as a first-generation student

much easier. She especially thanked her TRIO advisors for giving her a chance to get her voice heard. *“They remind me that I have potential in succeeding academically, with their help, their guidance, and recognition towards their students. If it wasn’t for them, I would not have experienced the many things I’ve accomplished.”*

Comments by the Chair – None

Trustee Comments

Student Trustee Ocaña indicated that he is proud of Oakton’s recent graduates, and appreciates the broad range of ages that obtained a certificate or diploma on May 13.

Trustee Yanow congratulated the team that worked on the SPARK journal, highlighting writings from students.

Public Participation – None

Board Report: FY2025 Budget Highlights

Vice President for Administrative Affairs, Michele Roberts provided a review of the budget for fiscal year 2025.

FY2024 Overview

Revenue: \$90.59M	Expenditures: \$90.59M
Property Taxes: 66.67%	Salaries: 62.10%
Tuition Fees: 22.85%	Employee Benefits: 10.07%
State Government: 4%	Materials/Supplies: 7.88%
Interest: 2.76%	Master Plan Funding: 5.52%
Other: 2.94%	Contractual Services: 4.79%
	Other/Transfers: 9.64%

Highlights from FY2024

Brand Refresh

- First TV commercials
- Updated monument signs
- Investment in digital marketing campaigns

Critical Staffing Upgrades

- Equity Coordinators
- Conversion of part-time to full time
- positions for increased support

Evanston Health Center

- Lease signed
- Equipment purchases beginning
- Congressional dollars awarded

Budget Priorities for FY2025

1. Evanston Health Careers Education Center
2. Workforce Development/Economic Development
3. Campus Safety
4. Strategic Enrollment Management

Oakton’s Priorities-Focused Budget Process

Month 1: Budget training including reviewing the priorities framework for making new requests.

Month 2: Budget requests and related justifications due to Budget Office

Month 3: President’s Council reviews new initiative requests/priorities – determines funding

Month 4: Final budget consolidation is created by Budget Office

Month 5: Budget is approved by Board of Trustees

New Initiatives for FY2025

Staffing Requests: \$1.0M

- Evanston Health Career Center
- Technology Police Officer
- AANAPISI Equity Coordinator
- Director of Workforce Development

IT Upgrades: \$550K

- SoftDocs
- DegreeWorks
- HelpDesk upgrade

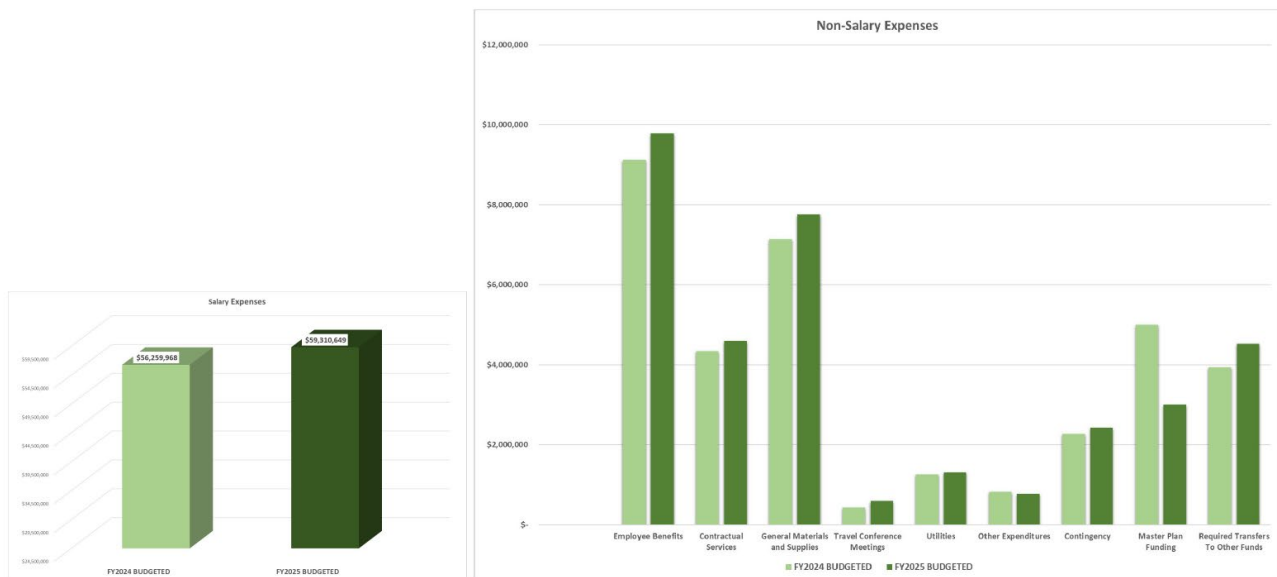
Other: \$330K

- Continuation of Brand Refresh
- ANDALE/Black Student Success Program funding
- Additional student employees

FY2025 Budget Revenues



FY2025 Budget Expenditures



Master Plan Funding

- \$3.0M will be added as part of FY2025 budget plan.
- Surplus from FY2024 will be reviewed, and additional funding may be added to Fund 03.

Future State of Budget at Oakton

- Mid-year Budget Review
 - Continual review of financial position for strategic insights
 - Adjustments for enrollment change
 - Realignment of goals from July 1
 - Modified process for mid-year budget allocations
- Updated Process for Budgeting/Scheduling IT Projects

- IT work does not necessarily align with the fiscal year schedule
- Repurposing Director of Software and User Services into an Associate CIO role in FY2025
- Will work closely with IT team to develop revised process for workflow management/planning heading into FY2026
- Reimagined approach to Talent Development
 - Reorganization of roles in HR
 - Increased focus on Professional Development and Succession Planning
 - Aim to combat high vacancy rates, as well as failed searches

NEW BUSINESS

5/24-1a Approval of Consent Agenda

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

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

5/24-1b Approval of Consent Agenda Items 5/24-2 through 5/24-9

Trustee Yanow offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the following items 5/24-2 through 5/24-9 as listed in the Consent Agenda."

5/24-2 Ratification of Payment of Bills for April 2024

"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 \$7,433,087.90 for all check amounts as listed and for all purposes as appearing on a report dated April 2024."

5/24-3 Acceptance of Treasurer's Report for April 2024

"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 April 2024."

5/24-4 Compliance with Open Meetings Act, Closed Session Minutes

"Be it resolved that the Board of Trustees of Community College District 535 hereby determines that the minutes of the Board closed session meetings on October 2, 2023 and April 6, 2024 no longer require confidential treatment and are released for public inspection."

5/24-5 Action on Recordings of Closed Session Minutes

"Be it resolved that the Board of Trustees of Community College District 535 recommends the destruction of the verbatim audio recordings of meetings held on October 19, 2021, February 15, 2022, March 15, 2022, April 26, 2022, May 24, 2022, and June 28, 2022."

5/24-6 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 \$8,197.20 for all funds listed in item a."

5/24-7 Ratification of Actions of the Alliance for Lifelong Learning Governing 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 Alliance for Lifelong Learning Governing Board in item one as stipulated above.”

5/24-8 Ratification of Payment of Professional Personnel – Spring 2024

“Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$58,798.09 to the total amount of part-time teaching salaries paid during the spring 2024 semester; the revised, total payment amount is \$3,905,142.22.”

“Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$46,392.50 to the total amount of faculty overload salaries paid during the spring 2024 semester; the revised, total payment amount is \$729,058.00.”

5/24-9 Approval of Clinical Practice Agreements

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

- Medical Assistant Program (1)
- Medical Laboratory Technology Program (1)
- Physical Therapy Assistant Program (3).”

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

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

The motion carried. Student Trustee Ocaña favored the resolution.

5/24-10 Authorization to Schedule a Budget Hearing and Publish a Notice Placing Fiscal Year 2025 Budget on Public Display

Trustee Stafford offered: “Be it resolved that the Board of Trustees of Community College District 535, authorizes the budget hearing and approval to publish the notice placing the Fiscal Year 2025 budget on public display.”

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

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

The motion carried. Student Trustee Ocaña favored the resolution

5/24-11 Authorization to Approve May Purchases

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

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
5/24-11a	1	Library Services (CARLI and NILRC) – One-Year Contract Renewal	CARLI Champaign, IL	\$100,000.00

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
			NILRC Blanchardville, WI	\$100,000.00
5/24-11b	1	Grant-Funded Take-Apart Pixy Mannequin for the Health Careers Education Center	Supertech, Inc. Elkhart, IN	\$34,355.00
5/24-11c	2	Document Management and Workflow Solution – Five-Year Contract	Softdocs Columbia, SC	\$542,873.84
5/24-11d	2	Video Surveillance System Replacement and Upgrades	Howard Technology Solutions Corp. Ellisville, MS	\$317,362.00
5/24-11e	1	Replacement Computers for Digital Displays and Departmental Conference Rooms	JensenIT Des Plaines, IL	\$27,990.00
5/24-11f	1	Hannon Hill Cascade Content Management Solution – Three-Year Contract	Hannon Hill Corp. Atlanta, GA	\$99,177.02
5/24-11g	1	Cherwell Software License Subscription – One-Year Contract Renewal	Ivnati, Inc. South Jordan, UT	\$74,284.02
5/24-11h	1	Lytho Marketing Workflow Solution – Three-Year Subscription Renewal	Lytho, Inc. Holly Springs, NC	\$70,000.00
5/24-11i	1	Oracle Database Software Maintenance and Support – Three-Year Support Contract Renewal	Oracle America, Inc. Dallas, TX	\$110,368.59
5/24-11j	1	Grant-Funded Skydio Starter Kit and One-Year Software Contract	ISEEYOU360, Inc. Grove, OK	\$50,000.00
5/24-11k	1	Grant-Funded Recon Virtual Reality Simulation Training System	Ti Training LE, LLC Golden, CO	\$50,000.00
5/24-11l	2	Transportation Services for Athletic Teams – One-Year Contract	Bestway Charter Transportation, Inc. Bensenville, IL	\$81,000.00
5/24-11m	1	Consulting Services for Finance Operations – Contract Extension	Judy Mitchell Consulting, LLC Manhattan, IL	\$55,000.00

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
5/24-11n	1	Ceiling Microphone Arrays for Classrooms	Howard Technology Solutions Corp. Ellisville, MS	\$46,310.00
5/24-11o		Talent Recruitment Services	CPS, Inc. Westchester, IL	\$30,000.00
GRAND TOTAL				\$1,788,720.47.”

Trustee Stafford seconded the motion.

Trustee Bush made a motion to remove items 5/24-11d and 5/24-11n, to vote on separately. Trustee Stafford seconded the motion. A voice vote was called and the motion passed unanimously.

Trustee Stafford called the roll to adopt the resolution without items 5/24-11d and 5/24-11n:

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

The motion carried. Student Trustee Ocaña favored the resolution.

Trustee Bush offered: “Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Video Surveillance System Replacement and Upgrades from Howard Technology Solutions Corp., 36 Howard Drive, Ellisville, MS 39437 for an amount not to exceed \$317,362.00 per their price quotes number SB81389175.00, dated April 11, 2024 and #SB8 1389763.00, dated April 12, 2024.”

Trustee Stafford seconded the motion and called the roll:

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

The motion carried. Student Trustee Ocaña favored the resolution.

Trustee Bush offered: “Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Ceiling Microphone Arrays for Classrooms from Howard Technology Solutions Corporation, 36 Howard Drive, Ellisville, MS 39437 for an amount not to exceed \$46,310.00 per their quote number SB 81380241.00.”

Trustee Stafford seconded the motion and called the roll:

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

The motion carried. Student Trustee Ocaña favored the resolution.

5/24-12 Preview and Initial Discussion of Upcoming Purchases

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

- a. Illinois Community College Trustees Association (ICCTA) – One-Year Renewal
- b. Grant-funded Nikon Eclipse Si Microscopes
- c. TouchNet Information Systems Software Licenses – Five-Year Agreement
- d. PowerFAIDS Annual Software Maintenance Contract
- e. Commercial Driving License (CDL) Training

5/24-13 Authorization to Hire Dean of Access, Equity, and Diversity

Trustee Yanow offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Dr. Leana Cuellar as Dean of Access, Equity and Diversity effective July 1, 2024 at an annual salary of \$127,000.”

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

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

The motion carried. Student Trustee Ocaña favored the resolution.

5/24-14 Notification of Award of Grants

Funding totaling \$75,000 has been made available to Oakton College:

- a. Illinois Community College Board Expansion of ESL Services for Adult Education Providers in the Chicagoland Area Working with Asylees, Refugees, and Migrants Grant ... \$75,000.00
(Managed by Elena Smoukova / Administered by Delia Rodriguez)

TOTAL: \$75,000.00

Adjournment

Chair Toussaint announced that the next regularly scheduled meeting of the Board of Trustees of Oakton Community College, District 535, will be held at 6 p.m. on Tuesday, June 25, 2024 at the Des Plaines Campus.

Trustee Stafford made a motion to adjourn the meeting, which was seconded by Trustee Salzberg. A voice vote was called and the meeting was adjourned at 7:34 p.m.

Marie Lynn Toussaint, Chair

Theresa Bashiri-Remetio, Secretary

Minutes recorded by:
Beatriz Sparks
5/2024

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 6/24-2 through 6/24-6

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 6/24-2 through 6/24-6 as listed in the Consent Agenda:

- 6/24-2 Ratification of Payment of Bills for May 2024
- 6/24-3 Acceptance of Treasurer’s Report for May 2024
- 6/24-4 Ratification and Supplemental Authorization to Pay Professional Personnel –
Spring 2024 and Summer 2024
- 6/24-5 Approval of Clinical Practice Agreements
- 6/24-6 Approval of Agreement with the Northern Illinois Workforce Coalition (NIWC) for
Apprenticeship Tuition.”

Ratification of Payment of Bills for May 2024

The check register detailing the regular monthly bills for May 2024 was sent out June 20, 2024. The totals by fund are on page 2. This includes approval of travel reimbursements for May 2024.

Board Chair

Board Secretary

MR:mw
6/2024

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

“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 \$7,992,432.28 for all check amounts as listed and for all purposes as appearing on a report dated May 2024.”

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 May 2024, represented by checks on pages 1-20 numbered !0003754 - !0003787, !0003789 - !0003827, !0003829 - !0003876, !0003878 - !0003906, !0003908 - !0003936, !0003938 - !0003939, A0166136 - A0166183, A0166185 - A0166244, A0166246 - A0166331, A0166333 - A0166335, A0166337 - A0166425, A0166427 - A0166548 and A0166550 - A0166627 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.

Michelle C Roberts

Treasurer, Oakton Community College District 535

RECAPITULATION		Gross Check Issued			
Fund	Payroll	Accounts Payable	Sub-Total	Voided Checks	Total
Education	\$ 4,172,878.49	\$ 1,050,872.40	\$ 5,223,750.89	\$ (62,653.66)	\$ 5,161,097.23
Operation, Building And Maintenance Fund	\$ 344,545.05	\$ 406,042.06	\$ 750,587.11	\$ -	\$ 750,587.11
Maintenance Fund (Restricted)	\$ -	\$ 771,697.74	\$ 771,697.74	\$ -	\$ 771,697.74
Bond And Interest	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
Auxiliary Enterprise	\$ 250,343.42	\$ 461,423.98	\$ 711,767.40	\$ -	\$ 711,767.40
Restricted Purpose	\$ 326,578.60	\$ 181,360.35	\$ 507,938.95	\$ -	\$ 507,938.95
Working Cash	\$ -	\$ -	\$ -	\$ -	\$ -
Trust/Agency	\$ -	\$ 1,401.43	\$ 1,401.43	\$ -	\$ 1,401.43
Audit	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00
Liability, Protection & Settlement	\$ -	\$ 7,722.00	\$ 7,722.00	\$ -	\$ 7,722.00
Social Security/Medicare	\$ -	\$ -	\$ -	\$ -	\$ -
Loan	\$ -	\$ 110.05	\$ 110.05	\$ -	\$ 110.05
TOTALS	\$ 5,094,345.56	\$ 2,883,630.01	\$ 7,977,975.57	\$ (62,653.66)	\$ 7,915,321.91
STUDENT GOVERNMENT	\$ -	\$ 14,456.71	\$ 14,456.71	\$ -	\$ 14,456.71
TOTAL PER REPORT	\$ 5,094,345.56	\$ 2,898,086.72	\$ 7,992,432.28	\$ (62,653.66)	\$ 7,929,778.62

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 1-20 numbered !003773, !003784, !003791, !003810, !003815, !003840, !003862, !003889, !003909, !003915, !003929, !003938, A0166139, A0166176, A0166183, A0166197, A0166199, A0166219, A0166224, A0166225, A0166273, A0166337, A0166356, A0166373, A0166405, A0166441, A0166494, A0166533, A0166596 and A0166599 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.

Michèle C. Roberts

Treasurer, Community College District 535

Approval of Expenditures

The Student Government of Community College District 535 hereby ratifies expenditures in the amount of \$14,456.71 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 May 2024.

Student Government Association

Acceptance of Treasurer's Report for May 2024

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 or Controller for amplification.

MR:mw
6/2024

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

"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 May 2024."

OAKTON COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

May 2024

Michele Roberts
Vice President for Administrative Affairs/Treasurer
W. Andy Williams
Controller, Budget and Accounting Services

Treasurer's Comments on May 2024 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$1.9 million in tuition and fees, \$1.2 million in interest earnings, \$993,000 in property taxes, \$413,000 for the ECACE grant, \$394,000 in replacement taxes, \$369,000 for the credit hour grant, and \$248,000 for Adult Education grants.

Net cash and investments decreased \$1.5 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 May, revenues were \$92.2 million or 109% of the prorated budget, compared to \$86.3 million, or 108% for the previous year. Tuition and fees totaled \$21.8 million year to date, or 105% of the prorated budget. Last year, tuition and fees totaled \$20.7 million or 107% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures were \$68.9 million. The operating expenditures are \$2.3 million (3.5%) above prior year's actual expenditures of \$66.6 million for the same period. Net transfers total \$8.2 million as budgeted.

OAKTON COLLEGE
 FINANCIAL POSITION OF FUNDS AS OF
 May 31, 2024
 (IN THOUSANDS)

	Education	Operations & Maintenance	Operations & Maintenance (Restricted)	Bond And Interest	General Long term Debt	Working Cash Auxiliary Agency Restricted	Investment In Plant	Social Security Medicare Audit Tort	Retiree Health Ins.	Total All Funds
ASSETS										
Cash	\$ 4,043	\$ 168	\$ (65)	\$ (481)	\$ -	\$ 2,222	\$ -	\$ 1,406	\$ 1,225	\$ 8,518
Taxes Receivable	29,270	1,516	-	1,292	-	-	-	(34)	-	32,044
Student Tuition Receivable	6,573	1	5	-	-	917	-	-	-	7,496
Government Funds Receivable	(5)	-	-	-	-	943	-	17	-	955
Lease Receivable	13,653	-	-	-	-	-	-	-	-	13,653
Accrued Interest	1,066	154	270	-	-	26	-	6	357	1,879
Other Receivables	299	1	-	-	-	(38)	-	-	-	262
Investments										
Short-term	84,351	14,167	37,608	4,981	(2,170)	1,513	-	164	33,372	173,986
Long-term	22,906	3,149	4,053	-	-	376	-	128	7,567	38,179
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepaids	906	(1)	-	-	(468)	219	-	-	-	656
Total Current Assets	148,562	19,155	41,871	5,792	(2,638)	20,678	-	1,687	42,521	277,628
Net Investment in Plant	-	-	-	-	-	-	102,126	-	-	102,126
Intangible Assets	-	-	-	-	-	-	558	-	-	558
Total Assets	\$ 148,562	\$ 19,155	\$ 41,871	\$ 5,792	\$ (2,638)	\$ 20,678	\$ 102,684	\$ 1,687	\$ 42,521	\$ 380,312
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	956	956
Total Assets and Deferred Outflows of Resources	\$ 148,562	\$ 19,155	\$ 41,871	\$ 5,792	\$ (2,638)	\$ 20,678	\$ 102,684	\$ 1,687	\$ 43,477	\$ 381,268
LIABILITIES AND NET POSITION										
Payables	\$ 2,560	\$ 129	\$ 95	\$ -	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ 2,789
Accrued Interest Payable	-	-	-	-	111	-	-	-	-	111
Deferred Tuition Revenue	7,924	-	86	-	-	239	-	-	-	8,249
Accruals	3,848	299	-	-	-	268	-	-	-	4,415
Bonds Payable	-	-	-	-	57,979	-	-	-	-	57,979
Lease Liability	-	-	-	-	251	-	-	-	-	251
Subscriptions Liability	-	-	-	-	2,311	-	-	-	-	2,311
OPEB Liability	-	-	-	-	-	-	-	-	15,652	15,652
Total Liabilities	14,332	428	181	-	60,652	512	-	-	15,652	91,757
Deferred Inflows of Resources - Property Taxes	32,453	4,456	-	2,275	-	-	-	56	-	39,240
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	27,710	27,710
Deferred Inflows - Leases	13,653	-	-	-	-	-	-	-	-	13,653
Total Liabilities and Deferred Inflows of Resources	60,438	4,884	181	2,275	60,652	512	-	56	43,362	172,360
Net Position										
Unrestricted	88,124	14,272	41,689	-	-	3,132	-	-	114	147,331
Restricted	-	-	-	-	-	17,036	-	1,631	-	18,667
Debt Service	-	-	-	3,517	(63,289)	-	-	-	-	(59,772)
Plant	-	-	-	-	-	-	102,684	-	-	102,684
Total Net Position	88,124	14,272	41,689	3,517	(63,289)	20,168	102,684	1,631	114	208,910
TOTAL LIABILITIES & NET POSITION	\$ 148,562	\$ 19,156	\$ 41,870	\$ 5,792	\$ (2,637)	\$ 20,680	\$ 102,684	\$ 1,687	\$ 43,476	\$ 381,270

OAKTON COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
ELEVEN MONTHS ENDED MAY 31, 2024

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
REVENUES (cash and accrual basis)					
Property Taxes (accrual basis)	\$ 60,400	\$ 55,367	\$ 55,690	101%	99%
Replacement Tax	2,000	1,833	2,274	124%	269%
State Revenue	4,335	3,974	5,657	142%	150%
Tuition and Fees	20,698	20,843	21,799	105%	107%
Other	3,159	2,896	6,754	233%	357%
TOTAL REVENUES	\$ 90,592	\$ 84,912	\$ 92,174	109%	108%
EXPENDITURES (accrual basis)					
Instructional	\$ 31,145	\$ 28,550	\$ 28,942	101%	98%
Academic Support	20,606	18,889	16,715	88%	93%
Student Services	9,043	8,289	7,255	88%	85%
Public Services	1,329	1,218	1,060	87%	86%
Operations and Maintenance	8,545	7,833	7,371	94%	86%
General Administration	8,104	7,429	6,823	92%	94%
General Institutional	642	589	774	132%	874%
Contingency	2,271	2,082	-	0%	0%
TOTAL EXPENDITURES	\$ 81,685	\$ 74,878	\$ 68,940	92%	94%
Revenues over (under) expenditures	8,907	10,034	23,234		
Net Fund transfers					
To O & M Fund (Restricted)	(5,000)	(4,583)	(4,583)		
To Auxiliary Fund and Alliance	(2,479)	(2,272)	(2,272)		
To Restricted Purpose Fund	(100)	(92)	(92)		
To Liability, Protection & Settlement Fund	(770)	(706)	(706)		
To Social Security/Medicare Fund	(874)	(801)	(801)		
From Working Cash Fund: Interest	290	266	266		
Total Transfers	\$ (8,933)	\$ (8,189)	\$ (8,189)		
Net Revenue over (under) expenditures	\$ (26)	\$ 1,846	\$ 15,045		

**OAKTON COLLEGE
REVENUES AND EXPENDITURES
ELEVEN MONTHS ENDED MAY 31, 2024**

**AGENDA ITEM 6/24-3
6 of 9**

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget
REVENUES			
Construction Fee	295	296	100%
Interest and Investments Gain/Loss	16	1,216	7600%
Debt Certificates 2023	14,900	14,690	99%
Other Revenue	-	4	0%
Total revenues	15,211	16,206	107%
EXPENDITURES			
Project Management Service	-	320	0%
Electrical Service - Motor Controls	150	-	0%
Electrical Service - Interior	100	-	0%
Courtyards	550	-	0%
Learning Commons RHC	3,064	1,259	41%
Boiler Replacement	1,238	1,078	87%
DP Workplace-Critical Adjacencies	1,700	-	0%
Learning Commons DP - Enabling Project	-	145	0%
Plumbing	350	-	0%
ADA Compliance	131	-	0%
TenHoeve Wing Remodeling	685	401	59%
RHC HVAC Replacement/Engineering	200	-	0%
ECE Re-Flooring	23	21	91%
CDL Program Parking Lot Upgrades	34	17	50%
Flooring	275	-	0%
Domestic Water Pump	115	119	103%
Fire Sprinkler/Pump	350	-	0%
Backup Generator - Skokie	100	-	0%
Capital Equipment	570	362	64%
Hardware Replacement/Master Keying	1,000	20	2%
Sidewalk Repair and Replacement	100	-	0%
Landscape Improvement	824	431	52%
Switchgear Upgrades - Des Plaines	50	12	24%
Pedestrian Path	250	-	0%
Skokie Metal Wall Panel Project	-	1,466	0%
Camera Replacement	500	74	15%
Exterior Envelope	870	-	0%
Baseball Complex Renovation	1,000	305	31%
College Rebrand Signage	52	129	248%
Washroom Upgrades Phase 1	500	-	0%
Contingency	95	-	0%
Total expenditures	14,876	6,159	41%
Transfer in	5,000	4,583	92%
Net	\$ 5,335	\$ 14,630	274%

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,332	\$ 1,659	125%	96%
Workforce Development	210	19	9%	58%
Copy Center	67	98	146%	49%
Athletics	37	41	111%	638%
Child Care	321	390	121%	96%
PAC Operations	1	9	900%	100%
Other	65	72	111%	46%
Interest and Investments Gain/Loss	188	84	45%	90%
Total revenues	2,221	2,372	107%	90%
EXPENDITURES				
Bookstore Operating Expenses	\$ 1,424	\$ 1,509	106%	87%
Workforce Development	200	103	52%	68%
Copy Center	446	395	89%	86%
Athletics	1,302	1,220	94%	111%
Child Care	570	501	88%	87%
PAC Operations	105	92	88%	89%
Auxiliary Services Administration	344	343	100%	92%
Other	479	145	30%	34%
Total expenditures	4,870	4,308	88%	85%
Transfers in (out)	2,272	2,083		
Net	\$ (377)	\$ 147		

ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
ELEVEN MONTHS ENDED MAY 31, 2024

	Operating Budget (000)	Prorata Budget (000)	Actual (000)	Actual As a % Budget	Last Year
<u>REVENUES</u>					
State Revenue	\$ 584	\$ 535	\$ 580	99%	105%
Tuition and Fees	1,397	1,281	1,119	80%	67%
Sale of Materials	1	1	-	0%	50%
Institutional Support					
Evening High School	133	122	90	68%	172%
Other Revenues	45	41	21	47%	33%
Total revenues	<u>2,160</u>	<u>1,980</u>	<u>1,810</u>	<u>84%</u>	<u>79%</u>
<u>EXPENDITURES</u>					
Administrative Support	\$ 1,315	1,205	\$ 970	74%	70%
Instructional Programs					
Allied Health	148	136	52	35%	44%
Job-related	447	410	596	133%	7%
Personal	13	12	22	169%	158%
Emeritus Programs	64	59	39	61%	41%
High School Programs	136	125	76	56%	52%
ESL Programs	76	70	61	80%	79%
Total Programs	<u>884</u>	<u>810</u>	<u>846</u>	<u>96%</u>	<u>29%</u>
Total expenditures	<u>2,199</u>	<u>2,016</u>	<u>1,816</u>	<u>83%</u>	<u>53%</u>
Revenue over (under) expenditures	<u>\$ (39)</u>	<u>\$ (36)</u>	<u>\$ (6)</u>		
Transfer in	53	49	49		
Net	14	13	43		

OAKTON COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
ELEVEN MONTHS ENDED MAY 31, 2024

	Program Generated Revenue	Revenue Allocated to Programs	Total Revenue and Allocation	Expenditures	Program Net Fav (Unfav)
Activity fees	\$ 438,603				
Interest income	-				
Sub total revenues	<u>438,603</u>				
369901 Student Government Association	11,105	50,000	61,105	(120,896)	(59,791)
369910 Occurrence	853	15,000	15,853	(673)	15,180
369919 Campus Activities Board	-	60,000	60,000	(53,548)	6,452
369920 Star Wars Club	-	450	450	(34)	416
369922 IEEE	-	2,603	2,603	(173)	2,430
369923 Stud Global Health & Sustain	-	-	-	(45)	(45)
369924 Anime Club	-	401	401	(154)	247
369925 M.A.T.H. Club	-	800	800	-	800
369926 Diversability Club	-	400	400	(237)	163
369927 Groovy Movies	-	400	400	-	400
369928 Gamers Rise Up	-	400	400	-	400
369930 Early Childhood Education Club	-	2,516	2,516	(50)	2,466
369931 Stitch Happens	263	400	663	(276)	387
369932 Ceramics Club	-	986	986	(338)	648
369935 Honors Student Organization	-	1,300	1,300	-	1,300
369936 ANDALE Club	-	15,000	15,000	(5,930)	9,070
369937 Oakton Future Educators	-	600	600	(598)	2
369940 Card and Board Game Club	-	2,091	2,091	-	2,091
369941 Oakton Math Team	-	400	400	-	400
369943 Japanese Culture Club	41	731	772	(380)	392
369944 South Asian Club	191	584	775	(197)	579
369945 Physical Therapy Assist.	929	2,545	3,474	(1,118)	2,357
369946 Phi Theta Kappa (PTK)	4,700	15,000	19,700	(9,956)	9,744
369947 Oakton Pride Club	-	1,298	1,298	(198)	1,100
369948 Financial Mindset	-	400	400	-	400
369949 Mission Bible Club	-	1,034	1,034	(1,005)	29
369950 Latinx Club	-	1,488	1,488	-	1,488
369951 Society of Women Engineers	-	1,447	1,447	(45)	1,402
369954 Korean Culture Club	-	1,089	1,089	(80)	1,009
369955 Environmental Club	1,126	2,181	3,307	(669)	2,638
369958 Coding Club	-	820	820	-	820
369959 Black Student Union	-	2,815	2,815	-	2,815
369960 Muslim Student Association	656	3,685	4,341	(361)	3,979
369961 DECA	-	4,815	4,815	(150)	4,665
369962 Artist Liberator's Club	-	400	400	-	400
369963 Fine Arts Club	-	1,330	1,330	-	1,330
369964 Oakton Helping Others	-	2,799	2,799	-	2,799
369967 Creative Writing Club	-	800	800	-	800
369968 Diverse D.U.R.A. Outreach	40	975	1,015	-	1,015
369969 Great Books Club	-	684	684	(175)	509
369970 Oakton Octaves Club	-	800	800	(140)	660
369971 Habitat for Humanity	-	2,188	2,188	(202)	1,986
369972 PAYO	257	2,569	2,826	(824)	2,002
369973 Oakton Student Dance Club	-	657	657	(380)	277
369974 Veterans Club	-	450	450	-	450
369982 Graphic Design Club	-	726	726	-	726
Sub Totals	<u>20,160</u>	<u>60,000</u>	<u>60,000</u>	<u>(198,832)</u>	<u>29,386</u>
Fund Summary					
Total Revenues	\$ 458,763				
Total Expenditures	(198,832)				
Total Transfers to other funds	-				
Excess revenues over expenditures	<u>259,931</u>				
Net Position 6/30/23	<u>1,429,803</u>				
Net Position, end of period	<u>\$ 1,689,734</u>				

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
May-24**

GENERAL FUND TRANSFERS/PAYMENTS						
DATE	AMOUNT	REFUNDS/ STUDENT- DISBURSEMENTS	ILLINOIS SALES TAX	EMPLOYEE HEALTH INSURANCE CCHC	CHASE CREDIT CARD	BOND HOLDER & MISC
5/1/2024	\$ 13,965.00					\$ 13,965.00
5/10/2024	\$ 863,118.25			\$ 863,118.25		
5/10/2024	\$ 22,800.00	\$ -				\$ 22,800.00
5/15/2024	\$ 625.00		\$ 625.00			
	\$ -					
TOTAL	\$ 900,508.25	\$ -	\$ 625.00	\$ 863,118.25	\$ -	\$ 36,765.00

PAYROLL TAXES - TRANSFERS/PAYMENTS						
DATE	AMOUNT	FEDERAL PAYROLL TAXES	STATE PAYROLL TAXES	SURS	CREDIT UNION AND TAX SHELTERS	
5/10/2024	\$ 700,886.50	\$ 281,936.75	\$ 103,093.13	\$ 234,703.90	\$ 81,152.72	
5/24/2024	\$ 738,865.61	\$ 302,255.21	\$ 106,765.16	\$ 246,398.58	\$ 83,446.66	
	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	\$ 1,439,752.11	\$ 584,191.96	\$ 209,858.29	\$ 481,102.48	\$ 164,599.38	

Ratification and Supplemental Payment of Professional Pay – Spring 2024 and Summer 2024

Comparative figures:

Summer 2024 Part-Time \$1,380,244.28	Summer 2023 Part-Time \$1,196,678.21
Summer 2024 Overload \$2,066,310.77	Summer 2023 Overload \$1,883,053.50
Spring 2024 Part-Time \$3,913,300.17	Spring 2023 Part-Time \$3,536,333.86
Spring 2024 Overload \$739,497.00	Spring 2023 Overload \$706,232.89

IL:jg
6/2024

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

“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 summer 2024 semester; the total payment amount is \$1,380,244.28.”

“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 summer 2024 semester; the total payment amount is \$2,066,310.77.”

“Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$8,157.95 to the total amount of part-time teaching salaries paid during the spring 2024 semester; the revised, total payment amount is \$3,913,300.17.”

“Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$10,439.00 to the total amount of faculty overload salaries paid during the spring 2024 semester; the revised, total payment amount is \$739,497.00.”

Approval of Clinical Practice Agreements

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

Basic Nursing Assistant Program

Amended: This is an amendment to the agreement for the Basic Nursing Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on June 25, 2024 and terminates on June 25, 2029.

Early Childhood Education Program

New: This is a new agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a one-year agreement which commences on August 1, 2024 and terminates on August 1, 2025.

New: This is a new agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a one-year agreement which commences on August 1, 2024 and terminates on August 1, 2025.

New: This is a new agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a one-year agreement which commences on August 1, 2024 and terminates on August 1, 2025.

Renewal: This is a renewal agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 1, 2024 and terminates on August 1, 2029.

Renewal: This is a renewal agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 1, 2024 and terminates on August 1, 2029.

Renewal: This is a renewal agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 1, 2024 and terminates on August 1, 2029.

Renewal: This is a renewal agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 1, 2024 and terminates on August 1, 2029.

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Renewal: This is a renewal agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 1, 2024 and terminates on August 1, 2029.

Renewal: This is a renewal agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 1, 2024 and terminates on August 1, 2029.

Renewal: This is a renewal agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 1, 2024 and terminates on August 1, 2029.

Renewal: This is a renewal agreement for the Early Childhood Education Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 1, 2024 and terminates on August 1, 2029.

Nursing Program

Amended: This is an amendment to the agreement for the Nursing Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 30, 2024 and terminates on August 30, 2029.

Renewal: This is a renewal agreement for the Nursing Program. It has been reviewed and approved by the College faculty and administration. This is a three-year agreement which commences on June 25, 2024 and terminates on June 25, 2027.

Physical Therapy Assistant Program

Renewal: This is a renewal agreement for the Physical Therapy Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a three-year agreement which commences on June 25, 2024 and terminates on June 25, 2027.

Renewal: This is a renewal agreement for the Physical Therapy Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a three-year agreement which commences on June 25, 2024 and terminates on June 25, 2027.

Renewal: This is a renewal agreement for the Physical Therapy Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a three-year agreement which commences on June 25, 2024 and terminates on June 25, 2027.

Renewal: This is a renewal agreement for the Physical Therapy Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a three-year agreement which commences on June 25, 2024 and terminates on June 25, 2027.

Renewal: This is a renewal agreement for the Physical Therapy Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on June 25, 2024 and terminates on June 25, 2029.

Renewal: This is a renewal agreement for the Physical Therapy Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on June 25, 2024 and terminates on June 25, 2029.

Renewal: This is a renewal agreement for the Physical Therapy Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a ten-year agreement which commences on June 25, 2024 and terminates on June 25, 2034.

Substance Abuse Counseling Program

Renew: This is a renewal agreement for the Substance Abuse Counseling Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 1, 2024 and terminates on August 1, 2029.

IL:sa
6/2024

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

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

Basic Nursing Assistant (1)
Early Childhood Education Program (12)
Nursing (2)
Physical Therapy Assistant (7)
Substance Abuse Counseling Program (1).”

Approval of Updated Agreement with the Northern Illinois Workforce Coalition (NIWC) for Apprenticeship Tuition

This updated agreement is entered into by and among Participating Community Colleges for the express purpose of increasing collaboration across organizations for greater support of students participating in apprenticeship programs. Through more direct collaboration, the signing organizations (parties) commit to piloting in-district tuition rates for all apprenticeship students regardless of their domicile residence.

JLS:bs
6/2024

President's Recommendation:

That the Board adopts the following resolution (*if not adopted in the Consent Agenda*):

"Be it resolved that the Board of Trustees of Community College District 535 approves the updated agreement for Oakton College to participate in the Northern Illinois Workforce Coalition (NIWC) for Apprenticeship Tuition."

Northern Illinois Workforce Coalition (NIWC)
Memorandum of Understanding – Apprenticeship Tuition

THIS AGREEMENT is entered into by and among Participating Community Colleges for the express purpose of increasing collaboration across organizations for greater support of students participating in apprenticeship programs. Through more direct collaboration, the signing organizations (parties) commit to offering in-district tuition rates for all apprenticeship students regardless of their domicile residence.

PARTICIPATING COMMUNITY COLLEGES

College of DuPage
College of Lake County
Elgin Community College
Harper College
Joliet Junior College
McHenry County College
Moraine Valley Community College
Morton College
Oakton College
Prairie State College
Triton College
Waubensee Community College

WITNESSETH:

WHEREAS, by means of this Agreement, the parties hereto desire to increase support of students enrolled in apprenticeship programs and taking courses at Participating Community Colleges; and

WHEREAS, the parties hereto believe this Agreement should be one of the means to establish a viable method to increase cooperation between the parties hereto; and

WHEREAS, the parties believe offering in-district tuition rates to apprenticeship students, regardless of their domicile residence, will improve access to education and better support students and their employers;

NOW THEREFORE, in consideration of the mutual covenants hereinafter contained, the parties hereto agree as follows:

1. Party Identification

For the purpose of this Agreement, “Participating Community College” refers to an Illinois Community College signatory of this Agreement.

2. Apprenticeship Definition

For the purpose of this Agreement, “apprenticeship” refers to registered apprenticeship and non-registered apprenticeship programs.

3. Terms of Agreement

Participating Community Colleges will charge in-district tuition rates for all apprenticeship students taking courses at their institution, provided the student provides written substantiation (documentation) of their participation in an apprenticeship program.

4. Duration of Agreement; Termination of Agreement

This Agreement shall take effect upon adoption by at least two Participating Community Colleges and apply only to those Participating Community Colleges that have adopted the Agreement. This Agreement shall be in force upon the adoption by the Participating Community Colleges and will continue until terminated under the provision of item five (5).

5. Termination of Participation in Agreement

The President of a Participating College which desires to terminate its participation in this Agreement shall give notice in writing thirty (30) days in advance. Notice of termination may be given at any time.

6. Amendments to Agreement

Amendments to this Agreement, other than the addition or the termination from participation of a Participating Community College, may be made only by written consent of all parties. To be effective, such amendments shall be prepared in the form of an Addendum to this Agreement and shall be approved by the President of each Participating Community College.

7. Coordination and Distribution of Amendments to Agreement

NIWC, in consultation with Participating Community Colleges, shall coordinate and timely distribute amendments to this Agreement to Participating Community Colleges.

8. Program Development and Research

Participating Community Colleges agree to share publicly available enrollment and apprenticeship data as needed to assess the overall impact of the program. The NIWC Operating Committee will utilize a template to collect and report apprenticeship participation and Agreement utilization rates on an annual basis.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year first above written.

PARTICIPATING COMMUNITY COLLEGES:

- College of DuPage
- College of Lake County
- Harper College
- Joliet Junior College
- Kankakee Community College
- McHenry County College
- Moraine Valley Community College
- Morton College
- Oakton College
- Prairie State College
- Triton College
- Waubensee Community College

Illinois Community College Signature Page

Community College Name: _____

Community College District: _____

President's Name: _____

President's Signature

Date

PUBLIC HEARING

WHEREAS the College has published a Notice of Public Hearing in the following newspaper on May 23, 2024:

The Daily Herald

and made available for public inspection from the 22nd day of May, 2024, a tentative budget, that Public Hearing is now declared open.

Are there any comments from the public?

Adoption of Annual Budget for Fiscal Year 2024-2025

The College published a Notice of Public Hearing in district newspapers on May 23, 2024, to inform the public of its intent to adopt an Annual Budget for Fiscal Year 2025. The Annual Budget was available for public inspection beginning May 22, 2024 and was reviewed by the Board of Trustees during a detailed presentation on May 21, 2024. The Annual Budget for Fiscal Year 2024-2025 is submitted for consideration.

AW:jg
6/2024

President's Recommendation:

That the Board adopts the following resolution:

See next page.

RESOLUTION OF THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535,
COUNTY OF COOK AND STATE OF ILLINOIS, ADOPTING THE BUDGET FOR THE
FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025

WHEREAS, on May 22, 2024, 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 25, 2024, 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 in the form attached hereto 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, 2024, and ending June 30, 2025.

ADOPTED this 25th day of June 2024.

AYES _____

NAYS _____

ABSENT _____

Marie Toussaint, Chair
Board of Trustees
Community College District 535

ATTEST:

Theresa Bashiri-Remetio, Secretary
Board of Trustees
Community College District 535

STATE OF ILLINOIS)
)SS
COUNTY OF COOK)

CERTIFICATE

I, Theresa Bashiri-Remetio, certify that I am the duly elected, qualified and Secretary of the Board of Trustees of Community College District 535, County of Cook and State of Illinois, and that in such capacity I am the keeper of the records and seal of the said BOARD.

I further certify that attached hereto is a true and complete copy of that resolution entitled:

RESOLUTION OF THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT 535, COUNTY OF COOK
AND STATE OF ILLINOIS, ADOPTING THE BUDGET FOR THE
FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025,

which Resolution was adopted at a duly convened meeting of said BOARD held on June 25, 2024, upon the motion of

Trustee _____, which motion was seconded by

Trustee _____, and the vote on such motion was as follows:

Ms. Theresa Bashiri-Remetio, Secretary	
Ms. Martha Burns, Vice Chair	
Dr. Gail Bush	
Mr. Benjamin Salzberg	
Mr. William Stafford	
Ms. Marie Toussaint, Chair	
Dr. Wendy Yanow	
Mr. Franklin Ocaña II, Student Trustee	

Dated at Des Plaines, Illinois, this 25th Day of June 2024

Theresa Bashiri-Remetio, Secretary
Board of Trustees of Community College District 535
County of Cook and State of Illinois

[SEAL]

SUMMARY OF FISCAL YEAR 2025 BUDGET BY FUND

	General			Special Revenue			
	Education Fund	Operations & Maintenance Fund	Restricted Purposes Fund	Audit Fund	Liability, Protection, and Settlement Fund	Social Security and Medicare Fund	Retiree Health Insurance Fund
Beginning Balance	78,019,991	13,978,499	42,500	131,350	1,332,455	227,439	(1,755,158)
Budgeted Revenues	85,933,481	8,156,400	14,452,700	101,000	2,100	600	0
Budgeted Expenditures	(76,860,491)	(9,704,249)	(14,552,700)	(101,000)	(882,500)	(905,000)	0
Budgeted Transfers from (to) Other Funds	(8,642,080)	1,547,849	100,000	0	880,400	904,400	0
Budgeted Ending Balance	<u>78,450,901</u>	<u>13,978,499</u>	<u>42,500</u>	<u>131,350</u>	<u>1,332,455</u>	<u>227,439</u>	<u>(1,755,158)</u>
	Debt Service	Capital Projects	Working Cash	Proprietary Fund	Total		
	Bond and Interest Fund	Operations, Building and Maintenance Fund (Restricted)	Working Cash Fund	Auxiliary Enterprises Fund	All Funds		
Beginning Balance	1,638,835	20,552,704	14,500,000	2,928,329	131,596,944		
Budgeted Revenues	3,967,531	9,320,000	290,000	6,439,569	128,663,381		
Budgeted Expenditures	(3,967,531)	(12,320,000)	0	(8,939,000)	(128,232,471)		
Budgeted Transfers from (to) Other Funds	0	3,000,000	(290,000)	2,499,431	0		
Budgeted Ending Balance	<u>1,638,835</u>	<u>20,552,704</u>	<u>14,500,000</u>	<u>2,928,329</u>	<u>132,027,854</u>		

Authorization to Approve June Purchases

Any purchase exceeding \$25,000 requires Board approval. The following purchases meet that criteria. If the Board so desires, this resolution will enable the Board to approve all of the following purchases in a single resolution.

Items “a – e” were previewed at the May 2024 Board of Trustees Meeting. Items “f - h” have not been previewed.

MR:tt
6/2024

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:

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
6/24-8a	1	Illinois Community College Trustee Association (ICCTA) Dues – One-Year Renewal	Illinois Community College Trustee Association Springfield, IL	\$33,000.00
6/24-8b	1	Nikon Eclipse Si Microscopes	Nikon Instruments, Inc. Melville, NY	\$26,443.00
6/24-8c	1	PowerFAIDS Software Maintenance – One-Year Renewal	College Board New York, NY	\$37,986.00
6/24-8d	1	TouchNet Information Systems Software Licenses – Five-Year Renewal	TouchNet Information Systems, Inc. Lenexa, KS	\$1,101,510.00
6/24-8e	2	CDL Training Services – Two-Year Renewal	160 Driving Academy Evanston, IL	\$1,575,000.00
6/24-8f	1	Design and Engineering Services – Baseball Field and Parking Lot	Manhard Consulting, Ltd. Lincolnshire, IL	\$100,000.00
6/24-8g	2	Grant Accounting Compliance Services	Warady and Davis, LLP Deerfield, IL	\$40,000.00
6/24-8h	1	Temporary Staffing and Recruitment Services	Oakton College Preferred Third-Party List FY25	\$250,000.00
GRAND TOTAL				\$3,163,939.00.”

IN DISTRICT	\$1,575,000.00
CONSORTIUM	\$26,443.00
BID	\$0.00
BID EXEMPT	\$1,462,496.00
QBS	\$100,000.00
CERT. MBE	\$0.00
CERT. WBE	\$0.00
NON-CERT. MBE	\$0.00
NON-CERT. WBE	\$0.00

Authorization to Purchase Illinois Community College Trustees Association (ICCTA) Dues – One-Year Renewal

Oakton has been a longstanding Illinois Community College Trustees Association (ICCTA) member. ICCTA provides community college advocacy and supports trustee development through continuing education seminars and trained retreat facilitators. Membership in the ICCTA is a valuable resource for the College, and the Administration recommends a membership renewal for FY 2025. The membership fee includes access to the Illinois Council of Community College Presidents (ICCCP).

JLS:tt
6/2024

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 Illinois Community College Trustee Associates (ICCTA) dues from the Illinois Community College Trustees Association, 401 E Capital Avenue, Suite 200, Springfield, IL 62701, for a total not to exceed \$33,000.00.”

Authorization to Purchase Grant-Funded Nikon Eclipse Si Microscopes

The Medical Laboratory Technician (MLT) lab uses four different microscope models. These microscopes are covered in excess oil, unable to focus properly, require different parts and maintenance, and are between ten and twenty years old. They are also incompatible with the newest technology, including the ability to attach a camera and project images from a microscope to a screen.

With the purchase of new microscopes, the College will have all the same model microscopes in the MLT lab, which will allow the students a more consistent experience throughout their academic tenure at the College. The College will purchase ten Nikon Eclipse Si microscopes with the appropriate accessories for \$2,644.30 each. These scopes are ideal because they have a camera attachment, which will allow instructors to demonstrate to all students what they are looking at through their microscopes. The camera can also capture images that can be used to give students study cases and be integrated into lectures. This microscope has an attachment to wrap the power cord, is lightweight, and has a handle, making it easier for the students to grab and put away.

Nikon is the Sole Source provider of these microscopes. Through the E & I Purchasing Cooperative, they have offered the College a 25% educational discount. The Administration is seeking approval to purchase the Nikon Eclipse Si Microscopes for a total amount of \$26,443.00.

MA:tt
6/2024

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 Grant-funded Nikon Eclipse Si Microscopes from Nikon Instruments, Inc., 1300 Walt Whitman Road, Melville, NY 11747, for a total amount of \$26,443.00 per their quote #00197265.”

Authorization to Purchase PowerFAIDS Software Maintenance – One-Year Renewal

In the past, Oakton has relied on the College Board’s PowerFAIDS software, a crucial tool that supports our financial aid process. This software effectively managed federal and state aid requirements, as well as our specific Oakton institutional aid programs. It automated the entire financial aid cycle, from needs analysis and student eligibility to Pell Grant management, award packaging, loan origination, and reporting. Since 2023, Oakton has transitioned to the Ellucian Banner Financial Aid module for award management. However, we still need PowerFAIDS to access historical data for State and Federal reporting purposes and migrate it into the ZogoTech data warehouse.

The latest federal rules are programmed into the software so that Oakton stays compliant with federal regulations. Interest in student financial assistance continues to increase. The College now owns fifteen PowerFAIDS licenses, which enable the Enrollment Center staff members to provide financial aid information to students. The total maintenance charges for these licenses for FY 2025 will not exceed \$37,986.00. The College anticipates this to be the final renewal of the PowerFAIDS software solution.

PS:tt
6/2024

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 PowerFAIDS Software Maintenance – One-Year Renewal from College Board, 250 Vesey Street, New York, NY 10281, for a total not to exceed \$37,986.00.”

Authorization to Purchase TouchNet Information Systems Software Licenses – Five-Year Agreement Renewal

In March 2012, Oakton successfully implemented TouchNet, a comprehensive electronic commerce management system. TouchNet’s applications and tools seamlessly integrate Oakton’s campus-wide Banner ERP with the networks of payment processors and banks, ensuring efficient and secure transactions.

The TouchNet Bill+Payment module provides students, parents, and other authorized users self-service access to online bills and bill payments. It includes web-based bill presentation, secure online payments and deposits, electronic disbursement of student refunds, and tuition payment plan setup and enrollment. TouchNet Cashiering adds integrated, real-time support for receivable and non-receivable payment transactions.

The TouchNet software also addresses issues with the Payment Card Industry Data Security Standards (PCI-DSS). Late in 2012, the College added TouchNet Mobile Access, providing a secure environment for students to pay tuition on mobile devices. The College also purchased TouchNet Marketplace, which supports various online commerce activities across campus, including event and conference registrations and online donations. In 2020, the College integrated TouchNet and Destiny Solutions for non-credit student registration and bill payment.

The most recent annual fee for TouchNet service was \$190,764.00, which may seem significant. However, the TouchNet product enables Oakton to recover approximately \$150,000.00 annually from student payment plan fees, previously paid directly to the third-party payment plan manager. This significant revenue stream helps offset the cost of the software license.

The Administration seeks approval to renew the TouchNet Information Systems Software Licenses for a five-year term, for a total not to exceed \$1,101,510.00.

PS:tt
6/2024

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 TouchNet Information Systems Software Licenses – Five-Year Agreement Renewal from TouchNet Information Systems, Inc., 9801 Renner Road, Suite 150, Lenexa, KS 66219, for a total not to exceed \$1,101,510.00.”

Authorization to Purchase Commercial Driver’s License (CDL) Training Services – Two-Year Contract Renewal

Oakton College is seeking Board approval to continue utilizing 160 Driving Academy to provide personnel, equipment, recruitment, instruction, marketing, and job placement services for our commercial truck driver training program. Administered through the College’s Alliance for Lifelong Learning, the program is supported by the state Workforce Equity Initiative (WEI) grant and the Workforce Innovation Opportunity Act (WIOA). The WEI grant accelerates the time to enter and succeed in post-secondary education/training programs that lead to high-skilled, high-wage, and in-demand occupations with special consideration to Black, African-American, unemployed, and underemployed residents from identified zip codes. The WIOA allows eligible students the opportunity to receive a tuition voucher to enroll in CDL classes.

These programs allow eligible students to receive a tuition voucher to enroll in Commercial Driver’s License (CDL) classes—a government requirement for anyone seeking to work in the transportation industry, particularly those operating vehicles with a gross combination weight rating (GVWR) of 26,001 or more pounds.

160 Driving Academy operates two branches within our district, one at the College’s Des Plaines Campus and another in Niles, IL. Their educational approach features a unique learning system with dashboards and an online portal that tracks and provides students with real-time feedback. This enables proactive interventions by Oakton College to support student success. The Academy also maintains direct employer partnerships with leading companies such as Amazon and Coca-Cola, providing training to their employees and leveraging these relationships to identify job opportunities for graduates through a specialized app post-completion.

After one year of successful collaboration with 160 Driving Academy, we have seen significant benefits in increasing Oakton’s visibility, reducing friction in the learning process, and enhancing student support. This partnership has also played a crucial role in addressing the critical nationwide shortage of qualified commercial truck drivers, a problem exacerbated by the pandemic and other industry challenges. Oakton is positioned to significantly impact workforce development and economic growth.

The College Administration seeks approval for a two-year contract renewal with 160 Driving Academy, noting that this purchase remains exempt from formal bid requirements per the Illinois Public Community College Purchasing Act section 805/3-27.1, Contracts, part (a), which permits contracts for services from individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.

The following is the breakdown of the cost:

Year	Number of Students	Program Fee (Covered by Grant)	Total Purchase
Year 1 (2024-2025)	150	\$5,250.00	\$787,500.00
Year 2 (2025-2026)	150	\$5,250.00	\$787,500.00
Grand Total	300	\$10,500.00	\$1,575,000.00

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 Commercial Driver’s License (CDL) Training Services – Two-Year Contract Renewal from 160 Driving Academy, 500 Davis Street, Suite 502, Evanston, IL 60201, for a grand total of \$1,575,000.00.”

Authorization to Purchase Design and Engineering Services – Baseball Field and Parking Lot

The approved Master Plan includes reconstructing the baseball field parking lot at the Des Plaines campus. The current baseball field parking lot consists of asphalt grindings and aggregate surfaces. The aggregate surfaces are worn and displaced due to vehicle traffic, which creates many significant potholes. In addition, the aggregate surfaces do not allow for traffic control markings. Current lighting is outdated and does not provide adequate nighttime visibility. Reconstruction of the parking lot will allow for a solid and smooth surface, painted and designated traffic control markings, additional lighting, and security surveillance cameras.

The Administration is seeking approval to contract with Manhard Consulting, Ltd., the College's Qualifications-based Selections (QBS) Engineers, for engineering and design services for a total of \$100,000.00. The work will include geotechnical engineering services and stormwater management design permitting for the baseball field parking lot reconstruction. Additional work will be determined after the first stage is completed and reviewed.

RS:tt
6/2024

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 Design and Engineering Services for the Baseball Field Parking Lot from Manhard Consulting, Ltd., One Overlook Point, Suite 290, Lincolnshire, IL 60069, for a total amount of \$100,000.00."

Authorization to Purchase Grant Accounting Compliance Services

The College currently receives five workforce grants - Early Childhood Access Consortium for Equity (ECACE), Workforce Equity Initiative (WEI), College Bridge, Trade School, and Pipeline for the Advancement of the Healthcare Workforce (PATH) - all with requirements for post-award grants accounting compliance.

To meet the requirements for these grants, the College engaged Warady and Davis LLP of Deerfield, Illinois, in April 2023 to assist with grant compliance. Warady and Davis has a multi-disciplinary not-for-profit/government team. The team is comprised of audit, accounting, tax, and consulting professionals with not-for-profit, governmental, and foundation experience.

Warady and Davis assists Oakton staff with the following responsibilities:

1. Serve as an internal resource on the ECACE, WEI, College Bridge, Trade School, and PATH Grants.
2. Monitor the financial transactions, including expenditures, revenue, and other financial activities.
3. Assist in ensuring compliance with grant regulations and guidelines.
4. Monitor and reconcile grant expenses and income to ensure accuracy and completeness.
5. Perform monthly, quarterly, and year-end financial closing procedures, including reconciling accounts, and assisting Oakton to prepare financial statements and reports for internal (e.g., grants office, administration, cashier, etc.) and external stakeholders.
6. As part of financial reporting to the grantors, complete a crosswalk between Oakton accounts and ICCB categories (for budget versus actuals).
7. Ensure monthly requests for reimbursement from grantors are submitted accurately and on time.
8. Coordinate and respond to inquiries from grantors, auditors, and other stakeholders.
9. Collect and report on the health of the budget, and assist Oakton in providing budgetary management of the grant and post-award compliance.
10. Identify and communicate any issues or concerns related to grant accounting to management.
11. Provide budget support to programmatic staff (budget set-ups, budget revisions, etc.).
12. Serve as a liaison to state grantors.

Warady and Davis staffing consists of a partner at \$275 per hour and a staff accountant at \$115 per hour. These team members are experienced with the workforce grant requirements and Oakton's systems. The College estimates time spent at 0.5 partner hour per week and 15 staff accountant hours per week.

The College is requesting approval for a total of \$40,000.00 from August through December 2024 for these services, which are charged to the grants.

This purchase is exempt from bidding per the 110 Illinois Compiled Statutes 805/3-27.1, Contracts, part (a), which permits contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.

AW:tt
6/2024

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 grant accounting compliance services from Warady and Davis LLP, 1717 Deerfield Road, Suite 300, Deerfield, IL 60015, for a total of \$40,000.00."

Authorization to Purchase Temporary Staffing and Recruitment Services

The College has engaged third-party staffing firms to fill temporary staffing needs and recruit candidates for positions where we have had difficulty finding qualified candidates. The Administration seeks approval to utilize a preferred third-party vendor list for temporary staffing and recruitment services when Oakton's standard recruiting process does not result in a pool of qualified candidates. This best practice has been carefully considered to allow for a timely recruitment process. It ensures that vacant position length is minimized while still adhering to a search committee process to obtain key stakeholder input in the search process. Additional staffing firms have been added to the current list of vendors. All of the newly added vendors are either in-district, minority-owned, women-owned, or specialize in fields that are difficult to recruit (i.e., IT and Finance). The Administration seeks approval for a total not to exceed \$250,000.00 for third-party temporary staffing and recruitment services for FY 2025. This recommendation is based on previous fiscal year spending for temporary hires and placement using third-party staffing firms.

This purchase is exempt from bidding per the 110 Illinois Compiled Statutes 805/3-27.1, Contracts, part (a) contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.

JF:tt
6/2024

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 purchase of Temporary Staffing and Recruitment Services from the vendors listed on the Oakton College Preferred Third-Party Recruiting List FY25 for a total not to exceed \$250,000.00."

Oakton College Preferred Third-Party Recruiting List FY25

#	Agency/Vendor	Types of Service	Specialty?	In District?	M/W Owned?	Current Vendor?
1	AGB Search	Retained Search	Higher Education	No 1666 K Street NW Suite 1200 Washington, DC 20006	No	Yes
2	Blue Icon Advisors	Consulting	Financial Aid	No 1801 Pennsylvania Avenue NW, Suite 850, Washington, DC 20006	No	Yes
3	Brilliant	Temp to Hire, PT, Direct Hire	Finance/Accounting	No 125 S. Wacker Drive Suite 1150 Chicago, Illinois 60606	No	Yes
4	CPS Jobs	Temp to Hire, PT, Direct Hire	Accounting/Finance, Marketing, Engineering & IT	No One Westbrook Center Suite 600 Westchester, IL 60154	No	Yes (Board Approved but not yet hired)
5	Creative Financial Staffing	Temp to Hire, PT, Direct Hire	Finance/Accounting	No 1 Mid America Plaza #950, Oakbrook Terrace, IL 60181	No	Yes
6	Goodwill Talent Bridge	Temp to Hire, PT, Direct Hire	General	No 8600 W Bryn Mawr Ave, suite 150n, Chicago, IL 60631	No	Yes
7	GovTemps	Temp to Hire, PT, Direct Hire	Public Institutions/Municipalities	Yes 630 Dundee Rd #225, Northbrook, IL 60062	Yes	Yes
8	LaSalle Network	Temp to Hire, PT, Direct Hire	General	No 200 N La Salle St #2500, Chicago, IL 60601	No	Yes
9	Sevonix	Consulting	Information Technology	No 9865 Thornton Way; Huntley, IL 60142	No	Yes
10	Spherion	Temp to Hire, PT, Direct Hire	General	Yes 2860 S River Rd #150, Des Plaines, IL 60018	Yes	Yes

Oakton College Preferred Third-Party Recruiting List FY25

#	Agency/Vendor	Types of Service	Specialty?	In District?	M/W Owned?	Current Vendor?
11	Warady & Davis	Consulting	Accounting Firm	No 1717 Deerfield Rd #300, Deerfield, IL 60015	No	Yes
12	Accordance Search Group	Temp to Hire, PT, Direct Hire	Health Care	No Local Recruiter: Arlington Heights Corporate Headquarters: 7410 SW Oleson Rd 101, Portland, Oregon, 97223	No	No
13	NextGroup	Temp to Hire, PT, Direct Hire, Retained Search or Contingency	General	Yes 2614 Thayer Street Evanston, IL 60201	Yes	No
14	NLP Group	Retained search	Administrator Level	Yes 1023 Arbor Ln, Glenview, IL 60025-3237	Yes	No
15	Ossanna Consulting Group	Temp to Hire, PT, Direct Hire	Human Resources	No 2775 W Algonquin Rd 320 Suite #320, Rolling Meadows, IL 60008	Yes	No

Preview and Initial Discussion of Upcoming Purchases

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

a) Illinois Community College Risk Management Consortium (ICCRMC) – One-Year Renewal –
The Illinois Community College Risk Management Consortium (ICCRMC) is comprised of 13 community colleges, of which Oakton is a member and participates in various insurance policies. The insurance coverage for FY25 is for the period from July 1, 2024, to June 30, 2025. The College is working with ICCRMC to obtain the estimated cost for FY25. This will be presented to the Board at the August 2024 meeting.

b) Splunk Software License/Updates/Support – One-Year Renewal – The College licenses Splunk Technologies Splunk Enterprise software to provide a comprehensive centralized logging and cybersecurity analysis system. This software is a key part of the cybersecurity team's toolkit for identifying and responding to potential and suspected security incidents. It is also used to review and solve other support incidents and collect other metrics. This software is purchased as an annual one-year term for a 40GB/day license. This license includes upgrades and support.

This purchase is budgeted at \$35,000.00. The Administration plans to present this purchase to the Board at the August 2024 meeting.

c) Adobe Creative Cloud Software Lease and Support – The College uses Adobe Software in the following departments: Art, Photography, Graphic Design, Computer Applications for Business, and Computer Information Systems. Other programs that support web page development also use this software. All Adobe products are currently available in a single annual lease bundle called the Adobe Creative Cloud for Education. This bundle includes Photoshop, Illustrator, Premier, Acrobat Professional, and all other Adobe desktop products. Adobe has removed the concurrent license model for this product and now requires one license per workstation where it is installed. As a result, the College will purchase 275 shared device licenses to cover the open and classroom computer labs and faculty and staff offices where the products are needed. The College has also provided remote access to the Adobe Creative Cloud suite on College computers for students who need more resources to install the software at home.

This purchase is budgeted at \$74,250.00. The Administration plans to present this purchase to the Board at the August 2024 meeting.

d) Information Technology Service Management (ITSM) System – In 2015, Oakton implemented Cherwell as its Information Technology Service Management (ITSM) solution. Employees primarily use Cherwell to request technical assistance from the IT Helpdesk. It allowed the IT department to assign these service requests to technicians and monitor them through resolution and closure. Ivanti acquired Cherwell in March 2021 and announced they will no longer support the product after December 2026. With the upcoming end of life for Cherwell, IT has embarked upon an 18-month project to identify and select the replacement system. This allowed the IT department to assess the College's current service needs and determine a solution that can significantly enhance the service experience of our students, faculty, and staff. The Information Technology Department is finalizing specifications and obtaining quotes for the replacement system. It is expected that a five-year contract will be approximately \$550,000.00. The Administration plans to present this purchase to the Board at the August 2024 meeting.

- e) **Plagiarism Prevention Software** – In support of Oakton’s vision as a student-centered college dedicated to education, where academic rigor and high standards are important, the College seeks to purchase and implement a plagiarism-prevention tool that allows educational institutions to easily determine if students are writing and submitting original work to develop critical thinking, problem-solving and ethical behavior skills that constitute the cornerstone of Oakton’s mission, vision and values.

Advantages of Turnitin Software:

Plagiarism Detection: Turnitin's primary advantage is its ability to detect plagiarism by comparing submitted papers to a vast database of sources, including academic journals, websites, and student papers.

Originality Checking: Turnitin generates an Originality Report highlighting instances of potential plagiarism and providing a similarity score, indicating the percentage of the text that matches existing sources.

Academic Integrity: Using Turnitin, students and educators can promote academic integrity and encourage original work.

Grammar and Writing Assistant: Turnitin provides writing and grammar suggestions to help students improve the clarity and coherence of their writing.

Integration with D2L Brightspace Learning Management Systems (LMS): Turnitin is integrated with Oakton's D2L Brightspace Learning Management System.

Citation and Referencing Support: Turnitin provides citation and referencing tools to help students properly cite their sources, promoting academic honesty.

The total cost of renewing the contract for three additional years is \$95,725.00. The Administration plans to present this purchase to the Board at the August 2024 meeting.

Authorization to Hire Assistant Controller

The administration is recommending the hire of Ms. Anna Riley for the Assistant Financial Controller position. The search began on April 5, 2024, with postings on the Oakton College website, LinkedIn, 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*), NACUBO (National Association of College & University Business Officers), and the Chronicle of Higher Education (*jobs.chronicle.com*).

There were twenty-nine applicants for the Assistant Financial Controller position. The search committee conducted five semi-finalist interviews and selected three for on campus interviews with a number of employee groups, including the CHRO, President, Smith, Accounting Staff, the Controller, the Vice President for Administrative Affairs, as well as an open forum session for college administrators, faculty, and staff.

Ms. Riley most recently served as the NFP Onboarding Senior Accountant at Goldin Group CPAs. She is an Oakton alumna where she worked towards and completed her CPA Preparation Degree. She also received the CPA Exam Award from the Illinois CPA Society & CPA Endowment Fund of Illinois.

JF:vb
6/2024

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 appointment of Ms. Anna Riley effective July 1, 2024 at an annual salary of \$125,000.”



**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 Anna Riley 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 Assistant Controller 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 Assistant Controller of the Board's College from July 1, 2024 to June 30, 2025. 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 \$125,000 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 July 1, 2024 through June 30, 2025.
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 _____ 2024 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on June 25, 2024.
(Agenda Item 6/24-10)

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

President

Oakton 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 Director of Institutional Equity and Inclusion, Oakton 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 Administrator Resignation Agreement

This personnel matter has been discussed by the Board of Trustees in closed session.

JF:bs
6/2024

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 does hereby approves the Resignation Agreement with Jeffrey Hoffmann, and further authorizes and directs the College administration and attorneys to fulfill the College’s obligations as stipulated in the Agreement.”

Approval of Salaries for Administrators

The following is a recommendation to increase administrative salaries at an average rate of 3.5% for continuing administrators who have served the College during the 2023-2024 academic year, and to increase administrative salaries 1.75% for those administrators who served less than 6 months during the 2023-2024 academic year. Additionally, one administrator received a salary adjustment based on an increase in their role and responsibilities.

JF:nmi
6/2024

President's Recommendation:

That the Board adopts the following resolution:

1. "Be it resolved that the Board of Trustees of Community College District 535 approves salaries for a total of \$5,094,299 for 36 administrators, and authorizes the issuance of contracts specifying these salaries to the persons named for the period July 1, 2024 through June 30, 2025, as listed below."

<u>ADMINISTRATOR</u>	<u>TITLE</u>	<u>FY2025 SALARY</u>
Maribel Alimboyoguen	Dean of Health Careers	\$130,380
Robyn Bailey	Director of Operations and Administration/ Interim Dean of Skokie Campus	\$131,738
Marc Battista	Associate Vice President for Academic Affairs	\$144,891
Kelly Becker	Assistant Vice President for Institutional Effectiveness and Strategic Planning	\$139,725
Karl Brooks	Vice President for Student Affairs Chief Student Services Officer	\$198,893*
Steve Butera	Director of Communications and External Relations	\$98,067
Sebastian Contreras Jr.	Assistant Vice President for Student Affairs/ Dean of Student Success	\$153,298
Leana Cuellar	Dean of Access, Equity and Diversity	\$127,000
Shedrick Daniels	Director of Institutional Equity and Inclusion	\$119,025
Johanna Fine	Chief Human Resources Officer	\$186,548*
Al Grippe	Director of Grant Strategy and Development	\$99,736
Mia Hardy	Dean of Liberal Arts	\$134,550
Ruben Howard II	Dean of Business and Career Technologies	\$127,000
Matthew Huber	Dean of Enrollment Management	\$136,714
Lindsey Hunter	Director of Admission and Enrollment	\$124,200
Jesse Ivory	Assistant Vice President for Workforce Innovation and College Partnerships	\$139,725
Jacob Jeremiah	Dean of Library	\$127,000
Mark Kiel	Dean of Counseling, Health and Wellness Services	\$136,276
Andrea Lehmacher	Director of Marketing	\$133,297
Ileo Lott	Provost and Vice President for Academic Affairs	\$200,817*
LeVon McAllister	Director of Campus Technologies	\$142,716
Alauna McGee	Assistant Vice President for Academic Affairs and College Transitions	\$132,000
Jessi Moon	Director of Major and Planned Giving/ Associate Executive Director of the Foundation	\$129,375
Christine Paciero	Director of Oakton Athletics	\$113,850
James Rabchuk	Dean of STEM	\$143,865
Camesha Richardson	Director of Human Resources	\$115,920
Anna Riley	Assistant Controller	\$125,000

<u>ADMINISTRATOR</u>	<u>TITLE</u>	<u>FY2025 SALARY</u>
Michele Roberts	Vice President for Administrative Affairs	\$203,841*
Delia Rodriguez	Dean of Adult and Continuing Education	\$126,170
Katherine Sawyer	Chief Advancement Officer	\$190,544
Joseph Scifo	Director of Facilities	\$142,716
Prashant Shinde	Chief Information Officer	\$174,842
John Wade	Director of Systems and Network Services	\$165,976**
Daniel Weber	Registrar/Director of Registrar Services	\$129,375
Ella Whitehead	Assistant Director of Enrollment for Equity Outreach	\$98,067
Andy Williams	Controller	\$171,162
Total 36 Administrator Salaries		\$5,094,299

Notes:

- Salaries for grade 10 administrator positions include a 3% SURS contribution, and they are noted with an asterisk (*).
 - John Wade will receive a SURS contribution in the amount of \$5,809 in lieu of a salary increase in accordance with Policy 4318. Noted with two asterisks (**).
2. "Be it further resolved that Robyn Bailey will receive a stipend of \$1,010 month to serve as Interim Dean of the Skokie Campus for each month served."
 3. "Be it further resolved that the Board of Trustees of Community College District 535 approves FY2025 administrative salary ranges."

Salary Grade	Minimum	Midpoint	Maximum
4	\$ 70,611	\$ 93,379	\$ 123,197
5	77,950	103,165	143,351
6	86,055	113,966	150,495
7	95,048	125,966	166,402
8	104,975	139,203	183,954
9	116,007	153,906	203,452
10	128,191	170,156	224,994

*Attached are copies of the two administrative contracts.

- 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.

CONTRACT A



**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 NAME 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 TITLE 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 TITLE of the Board's College from July 1, 2024 to June 30, 2025. 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 \$SALARY 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 July 1, 2024 through June 30, 2025.
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 _____ 2024 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on June 25, 2024.
(Agenda Item 6/24-12)

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

President

Oakton 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 Director of Institutional Equity and Inclusion, Oakton 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.

CONTRACT B



**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 NAME 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 TITLE 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:

- 6. The Administrator is appointed TITLE of the Board's College from July 1, 2024 through June 30, 2025. 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 \$SALARY, which includes the equivalent of 3% of the Administrator's annual contribution to SURS. This salary shall be for the period July 1, 2024 through June 30, 2025.
- 7. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
- 8. 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.
- 9. This contract guarantees the administrator the rights of procedural due process.
- 10. This agreement shall not be effective unless it is signed and returned to the President.

Dated and returned this _____ day of _____, 2024 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on June 25, 2024.
(Agenda Item 6/24-12)

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

President

Oakton 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 Director of Institutional Equity and Inclusion, Oakton 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.

CONTRACT C



**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 NAME 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 TITLE 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 TITLE of the Board's College from July 1, 2024 through June 30, 2025. 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 \$SALARY In lieu of a salary increase, a payment in the amount of \$AMOUNT will be made to SURS, in accordance with Policy 4318. This salary shall be for the period July 1, 2024 through June 30, 2025.
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.

Dated and returned this _____ day of _____ 2024 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on June 25, 2024.
(Agenda Item 6/24-12)

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

President

Oakton 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 Director of Institutional Equity and Inclusion, Oakton 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 President’s Employment Contract

On June 30, 2020, the Board of Trustees of Oakton Community College District 535 approved a four-year employment contract with President Joianne L. Smith. In June 2022, the Board recommended a one-year extension of this contract through June 30, 2025 that included a notice to inform her of their intent to renew that contract by June 30, 2024. The following resolution sets forth the Board of Trustees of Oakton Community College’s recommendation to issue a new three-year employment contract for Dr. Joianne Smith, for the period July 1, 2024 through June 30, 2027.

JF:bs
6/2024

President’s Recommendation:

That the Board adopts the following resolution:

“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 three-year contract as President of Oakton College for the period July 1, 2024 through June 30, 2027, with an annual salary of \$329,572 for the initial year as well as benefits and other employment conditions described in the contract attached hereto.”

ADOPTED this 25th day of June 2024.

Ayes: _____

Nays: _____

Absent: _____

Marie Lynn Toussaint, Chair

ATTEST:

Theresa Bashiri-Remetio, Secretary



PRESIDENT'S EMPLOYMENT AGREEMENT

THIS AGREEMENT made this 25th day of June 2024, by and between the Board of Trustees of Community College District 535, County of Cook, State of Illinois (the "Board"), and Dr. Joianne L. Smith (the "President").

A. EMPLOYMENT

Term of Employment

The Board hereby employs the President for a period of three (3) years, commencing July 1, 2024 and ending June 30, 2027.

B. SALARY

Annual Salary

The President will receive an annual salary for the 2024-2025 contract year in the amount of \$329,572 payable in twenty-six (26) equal, bi-weekly installments and subject to applicable payroll deductions. The President will receive an annual salary increase for each subsequent contract year which is based upon the Board's annual review and assessment of the President's performance as provided in paragraph F3 of this Agreement.

C. BENEFITS

1. SURS Contribution

Included in the annual salary stated in paragraph B.1 of this Agreement is a Board contribution to the State Universities Retirement System (SURS) in an amount equal to eight percent (8%) of the President's salary (\$26,366) in recognition of the President's statutory contribution to SURS. The Board shall deduct this eight percent (8%) contribution from the President's annual salary and remit this amount to SURS on behalf of the President. Both parties acknowledge that the additional salary is made as a condition of employment to secure the President's future services, knowledge, and experience.

2. Medical/Dental Insurance

The College shall pay the employer portion of the premium cost of participation by the President, her spouse and any eligible dependents in the College's medical and dental insurance program, consistent with the schedule of benefits for Oakton Administrators. If at any time during the term of this Employment Agreement, a change in federal or state laws or regulations becomes effective, or enforcement of any such provisions commences, which would cause an employer penalty or tax related to the health insurance benefits provided in this Agreement, or which would cause the President to incur additional taxable income under the

terms of this Agreement, the parties agree to re-open this Agreement to renegotiate or revise the affected health insurance benefits provisions.

3. Life Insurance

The Board will provide the President with term life insurance, including Accidental Death and Dismemberment coverage, in the amount of two (2) times the President's salary as stated in paragraph B.

4. Supplemental Benefit Allowance

The College shall pay the President an additional benefit allowance in the amount of 9.5% (\$31,309) for the President's purchase of permanent life insurance, long-term care insurance, long-term disability insurance, tax-sheltered annuities, or contribution to a deferred compensation plan the Board has established or a combination of the foregoing benefit items, as determined by the President.

5. Vehicle

The Board shall provide the President a vehicle for the President's use for authorized purposes. The Board shall be responsible for liability, property damage and comprehensive insurance for the vehicle, and all maintenance and operating expenses. The President is responsible for any imputed income taxes related to the College-provided vehicle.

6. Professional Development

The President shall be eligible to attend and participate in educational conferences, conventions, workshops, seminars, and similar professional activities and events, subject to reasonable review and approval by the Board Chair. The Board shall reimburse the President for reasonable, out-of-pocket expenses incurred by the President in connection with such approved activities and events. In addition, the Board shall reimburse the President for the reasonable, out-of-pocket expenses of attendance by the President's spouse at such activities and events.

7. Physical Examination

Upon request, the President shall provide the Board Chair with a physician's written verification of the President's fitness to perform her essential duties as President. The Board shall pay the cost of the physical examination.

8. Administrative Benefits

The President will receive any leave entitlements and fringe benefits not specifically set forth herein which are granted to all other administrative personnel under the College's policies.

D. LEAVES

1. Vacation

The President shall receive twenty (20) paid vacation days per contract year. Vacation days should generally be taken during the contract year in which they are earned. Any accrued, unused vacation days can be accumulated to a maximum accumulation amount of fifty-six (56) days. A minimum of ten (10) vacation days shall be taken each contract year. Compensation for

any accrued, unused vacation days upon separation of employment shall be payable thirty (30) days after the President's final workday.

2. Sick Leave

The President will receive twenty (20) paid sick leave days per contract year. Any earned, unused sick leave days may be accumulated without limit.

3. Personal Leave

The President shall be entitled to three (3) paid personal business days per contract year. Personal business days shall be deducted from sick leave.

4. Consulting Leave

The president shall be entitled to three (3) paid consulting days per contract year. Any outside consulting work that the President wishes to perform shall be subject to the reasonable review and approval of the Board Chair. There shall be no carryover of unused consulting days.

E. POWERS AND DUTIES

1. Authority and Responsibility

Subject to policies and directives established by the Board and consistent with the Illinois Public Community College Act, the President shall act as the chief executive officer of the College. The President shall have authority and responsibility to organize, direct, manage and oversee the administration of the College in a manner intended to promote and advance the College's best interests. The Board may further establish and designate the President's essential job responsibilities in a position description adopted by the Board.

2. Fiduciary Duty

During her employment, the President shall devote substantially all of her professional time, attention, skills and energy to the performance of her responsibilities as President of the College. The President shall perform such responsibilities professionally, in good faith, and to the best of her abilities.

F. EVALUATION

1. Prior to May 1 of each year of this Agreement, the President will propose specific written annual performance goals and proposals for measuring progress in achieving those goals for the following twelve (12) month contract year for review and approval by the Board.

The Board will meet with the President to review the performance goals. The Board will approve and establish the annual performance goals by July 1 of each contract year. Performance goals for the contract year shall be established by the Board in consultation with the President.

2. The President will provide the Board with written status reports measuring her progress towards meeting the annual performance goals. The President will submit the status reports at least once during each six (6) month period of each contract year.
3. The Board will review and evaluate the President's performance before June 30 of each year of this Agreement. In conducting its annual evaluation of the President's performance, the Board

will review and assess the President's overall performance and her successful completion and attainment of the performance goals based upon previously identified, measurable criteria and documented outcomes. A copy of the Board's written annual evaluation will be provided to the President.

G. TERMINATION

1. Termination Due to Disability

The Board shall have the right to terminate the President's employment under this Agreement in the event of a "Disability," which is hereby defined as a mental or physical illness, injury or disability which (i) prevents the President from performing her essential job responsibilities as President of the College for (a) substantially all of the regular working days of any six (6) consecutive month period, or (b) the majority of the regular working days of any twelve (12) consecutive month period, or (ii) is of such a catastrophic nature that it is reasonably certain that the President will be prevented from performing her essential job responsibilities as President of the College for either of the foregoing two periods of time.

2. Mutual Agreement

The President's employment under this Agreement may be terminated at any time by written agreement of the parties.

3. Resignation of the President

The President shall have the right to terminate her employment under this Agreement upon not less than twelve (12) months' prior written notice to the Board, or such shorter notice period as the Board may accept.

4. Notification of Status (Renewal / Non-Renewal)

Not less than 12 months before the expiration of the President's contract, the Board shall notify the President of its intent either to renew or not to renew the contract upon its expiration.

5. Termination by the Board for Cause

The Board shall have the right to terminate the President's employment under this Agreement for "cause" upon the occurrence of any of the following events:

- (a) Any willful, material act of fraud or dishonesty by the President intended to result directly or indirectly in material gain or enrichment for the President at the expense of the College;
- (b) The President being convicted of a felony criminal offense, or of any unlawful act of employment discrimination or harassment, where, in the reasonable judgment of the Board, such conviction is reasonably likely to have a material adverse effect on the President's continued performance of her job responsibilities as President of the College or the interests, status, reputation or goodwill of the College;
- (c) The President's material failure or unwarranted refusal to perform any of her essential job responsibilities as President of the College for any reason other than her disability, provided that the President is given notice of such performance deficiency and fails to remedy such deficiency within thirty (30) days following her receipt of such notice;

(d) The President's material breach of any provision of this Agreement, provided that the President is given notice of such breach and fails to remedy such breach within thirty (30) days following her receipt of such notice; or

(e) Any act or failure to act which seriously and adversely impacts the College, its operations, or best interests and constitutes cause for discharge.

6. Termination by the Board Without Cause

The Board of Trustees may also terminate this Agreement and the employment of the President at any time, for any reason, without cause, in which case the College agrees to pay the President, and the President agrees to accept in satisfaction of all obligations owed to her by the College, a sum of money equal to twenty (20) weeks of the President's salary at the time of termination, payable in monthly installments for twenty (20) weeks following her termination. The President's entitlement to a monetary severance is conditioned on the President executing (and not subsequently exercising any right to revoke) an agreement effectively releasing the College and its officials, employees and agents from all claims connected with this Agreement, the President's employment with the College and termination of the President's employment. It is understood that this severance amount will not be paid if there is a termination for misconduct as defined in the Government Severance Pay Act, 5 ILCS 415/1 et.seq.

7. Effect of Termination

As of the effective date of the termination of the President's employment for any reason, all rights and obligations of the parties under this Agreement shall immediately cease.

H. INDEMNIFICATION

The Board shall defend, indemnify and hold the President harmless from and against any and all claims, demands, causes of action, suits, proceedings, damages, liabilities, judgments, costs and expenses suffered, sustained or incurred by the President as the result of or arising out of the President's good faith performance of her responsibilities as President of the College and her obligations under this Agreement; provided, however, that the foregoing right of indemnification shall not apply in the case of any claim by the Board or the College alleging that the President has breached one or more of her obligations under this Agreement, unless a court of competent jurisdiction determines that such claim by the Board or the College is without merit. The President shall give prompt notice to the Board of any claim asserted or threatened against her, as well any facts, occurrences or events which could result in a claim being asserted or threatened against her. The parties' rights and obligations under this provision shall survive the termination of the President's employment for any reason.

I. NOTICE

All notices required by this Agreement shall be in writing and delivered as follows:

If to the Board, to:
Oakton College
1600 East Golf Road
Des Plaines, IL 60016

Attn: Chair of the Board of Trustees with a copy to:

Oakton College
1600 East Golf Road
Des Plaines, IL 60016
Attn: Secretary of the Board of Trustees

If to the President, to:
Dr. Joianne L. Smith
1600 East Golf Road
Des Plaines, IL 60016

or as otherwise directed by a party in a notice issued pursuant to this provision. All notices shall be given personally, or via a national overnight delivery service, or via certified mail, postage prepaid, return receipt requested. A notice delivered personally shall be deemed to have been given on the date on which it is so delivered. A notice sent via a national overnight delivery service shall be deemed delivered on the next business day following its date of dispatch. A notice sent by certified mail shall be deemed to have been delivered three (3) business days after it is properly deposited in a U.S. Postal Service depository.

J. INTERPRETATION

This Agreement shall be interpreted and enforced in accordance with the laws of the State of Illinois, without reference to its rules governing conflicts of law. The provisions of this Agreement are intended to be interpreted and enforced in a manner which renders them valid and enforceable. In the event that any provision of this Agreement is found to be invalid or unenforceable, such provision shall be modified to the extent and in the manner which a court of competent jurisdiction deems reasonable, and thereupon enforced upon such terms. If any such provision is not so modified, it shall be deemed stricken from this Agreement without affecting the validity and enforceability of any of the remaining provisions hereof.

K. ASSIGNMENT

The rights and benefits of the President under this Agreement are personal to her and may not be assigned or transferred to any other person or entity, except as otherwise expressly provided herein. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the College.

L. BINDING EFFECT

The individuals signing this Agreement on behalf of the Board represent and warrant that this Agreement has been duly authorized by the Board, that the Board has the power and authority to execute this Agreement on behalf of the College, that this Agreement constitutes a legal, valid and binding obligation of the Board and the College, and that this Agreement is enforceable against the Board and the College in accordance with its terms.

M. ENTIRE AGREEMENT/AMENDMENT

This Agreement contains the entire agreement of the parties and supersedes all prior discussions, representations, negotiations, commitments and agreements between the parties with respect to the subject matter hereof. No modification or rescission of this Agreement shall be deemed valid unless in writing and signed by both the Chair, and the Secretary of the Board, and by the President.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the 25th day of June 2024.

PRESIDENT

**BOARD OF TRUSTEES OF COMMUNITY
COLLEGE DISTRICT 535,
COUNTY OF COOK, STATE OF ILLINOIS**

By: _____
Dr. Joianne L. Smith

By: _____
Marie Lynn Toussaint, Board Chair

Authorization to Hire Full-Time, Tenure-Track Faculty Members

The recommendation to hire Dr. Ahmed Al-Hmouz, Dr. Marietta Arasiewicz, Mr. Pawel Baran, Dr. Sungwon Kim, Ms. Lenuta Manu, Mr. Gabriel Porrata Vallejo, and Mr. Yong Yoo for full-time, tenure-track positions for the 2024-2025 academic year beginning in August 2024 was made after reviewing the College’s need for faculty in Computer Science, Physical Therapy Assistant, Mechanical Design/CAD, BNAT, Engineering and Math.

JF:vb
6/2024

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 attached resolutions for the hire of Dr. Ahmed Al-Hmouz, Dr. Marietta Arasiewicz, Mr. Pawel Baran, Dr. Sungwon Kim, Ms. Lenuta Manu, Mr. Gabriel Porrata Vallejo, and Mr. Yong Yoo as full-time, tenure-track faculty for the 2024-2025 academic year, beginning in August 2024. Salary will be determined pending the negotiated agreement between the Oakton Community College Faculty Association and the Oakton College Board of Trustees for the 2024-2025 academic year.

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Dr. Ahmed Al-Hmouz	Associate Professor, Computer Science	E-3	\$68,912
Dr. Marietta Arasiewicz	Associate Professor, Physical Therapy	E-3	\$68,912
Mr. Pawel Baran	Assistant Professor, Mechanical Design	A-3	\$56,555
Dr. Sungwon Kim	Professor, Engineering	E-3	\$68,912
Ms. Lenuta Manu	Associate Professor, BNAT	C-3	\$62,515
Mr. Gabriel Porrata Vallejo	Assistant Professor, Mathematics	B-3	\$59,617
Mr. Yong Yoo	Assistant Professor, Mechanical Design	B-3	\$59,617.”

Authorization to Hire a Full-Time, Tenure-Track Faculty Member

The recommendation to hire Dr. Ahmed Al-Hmouz to a full-time, tenure-track faculty position for the 2024-2025 academic year, beginning in August 2024, was made after reviewing the College’s need for faculty in the Computer Science department.

The search began on November 6, 2024 with postings on the Oakton College website, *LinkedIn*, 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*), NACUBO (National Association of College & University Business Officers), and the Chronicle of Higher Education (*jobs.chronicle.com*).

There were thirteen applicants for the Computer Science faculty position. The search committee conducted four virtual interviews for this search and selected two finalists to interview with Dr. Ileo Lott, Provost and Vice President for Academic Affairs, and Dr. James Rabchuk, Dean of STEM before a recommendation of hire was made to Dr. Ahmed Al-Hmouz for a full-time, tenure-track Computer Science faculty position.

Dr. Al-Hmouz served as Associate Professor of Computer Science and Dean of Information Technology, as well as several other leadership positions at Middle East University in Jordan. He is a well published researcher in the fields of Machine Learning, Instructional Technology, web applications, and fuzzy logic. Dr. Al-Hmouz received his Ph.D. in Computer Science from the University of Wollongong, Wollongong, NSW Australia.

President’s Recommendation

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Dr. Ahmed Al-Hmouz for the 2024-2025 academic year, beginning August 2024:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Dr. Ahmed Al-Hmouz	Associate Professor, Computer Science	E-3	\$68,912.”

Authorization to Hire a Full-Time, Tenure-Track Faculty Member

The recommendation to hire Dr. Marietta Arasiewicz to a full-time, tenure-track faculty position for the 2024-2025 academic year, beginning in August 2024, was made after reviewing the College’s need for faculty in the Physical Therapy Assistant department.

The search began on January 12, 2024 with postings on the Oakton College website, *LinkedIn*, 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*), NACUBO (National Association of College & University Business Officers), and the Chronicle of Higher Education (*jobs.chronicle.com*).

There were ten applicants for the Physical Therapy Assistant faculty position. The search committee conducted two virtual interviews for this search and selected two finalists to interview with Dr. Ileo Lott, Provost and Vice President for Academic Affairs, and Ms. Maribel Alimboyoguen, Dean of Health Careers before a recommendation of hire was made to Dr. Marietta Arasiewicz for a full-time, tenure-track Physical Therapy Assistant faculty position.

Dr. Arasiewicz has served as adjunct faculty at Oakton since 2021 where she designed and taught PTA 241: Workplace Issues in Physical Therapy. Dr. Arasiewicz is currently a home health physical therapist for Aspire Home Healthcare and Registry Physical Therapist at Northwest Community Hospital. Dr. Arasiewicz received her Doctor of Physical Therapy from Northwestern University Feinberg School of Medicine.

President’s Recommendation

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Dr. Marietta Arasiewicz for the 2024-2025 academic year, beginning August 2024:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Dr. Marietta Arasiewicz	Associate Professor, Physical Therapy	E-3	\$68,912.”

Authorization to Hire a Full-Time, Tenure-Track Faculty Member

The recommendation to hire Mr. Pawel Baran to a full-time, tenure-track faculty position for the 2024-2025 academic year, beginning in August 2024, was made after reviewing the College’s need for faculty in the Mechanical Design/CAD department.

The search began on April 11, 2024 with postings on the Oakton College website, *LinkedIn*, 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*), NACUBO (National Association of College & University Business Officers), and the Chronicle of Higher Education (*jobs.chronicle.com*).

There were two applicants for the Mechanical Design/CAD faculty position. The search committee conducted one virtual interview for this search and selected one finalist to interview with Dr. Ileo Lott, Provost and Vice President for Academic Affairs, and Dr. Ruben Howard II, Director of Workforce Curriculum and Instruction/Interim Dean of Business and Career Technologies before a recommendation of hire was made to Mr. Pawel Baran for a full-time, tenure-track CAD faculty position.

Mr. Baran has served as adjunct faculty at Oakton College since 2018. He has taught various classes at Oakton including re-writing labs and teaching materials to update the MFG 250 class. He currently is the Applications Engineer at FPE Automation, Inc. where he has the responsibility of technically supporting all of the targeted growth control liners at FPE. Mr. Baran received his Bachelor of Science, Computer Engineering from the University Illinois Chicago.

President’s Recommendation

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Mr. Pawel Baran for the 2024-2025 academic year, beginning August 2024:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Mr. Pawel Baran	Assistant Professor, Mechanical Design	A-3	\$56,555.”

Authorization to Hire a Full-Time, Tenure-Track Faculty Member

The recommendation to hire Dr. Sungwon Kim to a full-time, tenure-track faculty position for the 2024-2025 academic year, beginning in August 2024, was made after reviewing the College’s need for faculty in the Engineering department.

The search began on April 29, 2024 with postings on the Oakton College website, *LinkedIn*, 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*), NACUBO (National Association of College & University Business Officers), and the Chronicle of Higher Education (*jobs.chronicle.com*).

There were thirty-five applicants for the Engineering faculty position. The search committee conducted six virtual interviews for this search and selected two finalists to interview with Dr. Ileo Lott, Provost and Vice President for Academic Affairs, and Dr. James Rabchuk, Dean of STEM before a recommendation of hire was made to Dr. Sungwon Kim for a full-time, tenure-track Engineering faculty position.

Dr. Sungwon “Steven” Kim has 13.5 years of experience as assistant professor of Engineering at Minnesota State University – Mankato. Dr. Kim has overseen numerous collaborations with industry partners and Engineering students for their senior design projects. He also received a competitive Flies Fellowship that promoted collaboration between his University and MTU Onsite Energy. Dr. Kim received his Ph.D. from Purdue University, Nanoscale Transport Research Group, School of Mechanical Engineering, Birck Nanotechnology Center, and his Master of Science in Mechanical Engineering from Korea Advanced Institute of Science and Technology (KAIST).

President’s Recommendation

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Sungwon Kim for the 2024-2025 academic year, beginning August 2024:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Dr. Sungwon Kim	Professor, Engineering	E-3	\$68,912.”

Authorization to Hire a Full-Time, Tenure-Track Faculty Member

The recommendation to hire Ms. Lenuta Manu to a full-time, tenure-track faculty position for the 2024-2025 academic year, beginning in August 2024, was made after reviewing the College’s need for faculty in the BNAT (Basic Nursing Assistant Training) department.

The search began on February 6, 2024 with postings on the Oakton College website, *LinkedIn*, *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)*, *NACUBO (National Association of College & University Business Officers)*, and the *Chronicle of Higher Education (jobs.chronicle.com)*.

There were nine applicants for the BNAT faculty position. The search committee conducted three virtual interviews for this search and selected two finalists to interview with Dr. Ileo Lott, Provost and Vice President for Academic Affairs, and Ms. Maribel Alimboyoguen, Dean of Health Careers before a recommendation of hire was made to Ms. Lenuta Manu for a full-time, tenure-track BNAT faculty position.

Ms. Manu has served as a BNAT adjunct faculty member at Oakton College since 2019. She is an experienced RN and BNAT instructor and is skilled in clinical instruction, curriculum development, and student assessment. Ms. Manu earned her Master’s Degree of Science in Nursing from Purdue Calumet University.

JF:vb
6/2024

President’s Recommendation

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the hire of Ms. Lenuta Manu for the 2024-2025 academic year, beginning August 2024:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Ms. Lenuta Manu	Associate Professor, BNAT	C-3	\$62,515.”

Authorization to Hire a Full-Time, Tenure-Track Faculty Member

The recommendation to hire Mr. Gabriel Porrata Vallejo to a full-time, tenure-track faculty position for the 2024-2025 academic year, beginning in August 2024, was made after reviewing the College’s need for faculty in the Mathematics department.

The search began on March 28, 2024 with postings on the Oakton College website, *LinkedIn*, *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)*, *NACUBO (National Association of College & University Business Officers)*, and the *Chronicle of Higher Education (jobs.chronicle.com)*.

There were forty-three applicants for the Mathematics faculty position. The search committee conducted six virtual interviews for this search and selected three finalists to interview with Dr. Ileo Lott, Provost and Vice President for Academic Affairs, and Dr. James Rabchuk, Dean of STEM before a recommendation of hire was made to Mr. Porrata Vallejo for a full-time, tenure-track Mathematics faculty position.

Mr. Porrata Vallejo is currently Department Chair and Associate Professor of Mathematics at National Louis University in Chicago. He gave several presentations throughout his career, including a presentation on Equity in Mathematics to a national audience. Mr. Porrata Vallejo has excellent knowledge and experience in teaching all the levels of mathematics that are taught at Oakton College. Mr. Porrata Vallejo received his M.S. in Mathematics from the University of Iowa, Iowa City, IA.

JF:vb
6/2024

President’s Recommendation

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the hire of Mr. Gabriel Porrata Vallejo for the 2024-2025 academic year, beginning August 2024:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Mr. Gabriel Porrata Vallejo	Assistant Professor, Mathematics	B-3	\$59,617.”

Authorization to Hire a Full-Time, Tenure-Track Faculty Member

The recommendation to hire Mr. Yong Yoo to a full-time, tenure-track faculty position for the 2024-2025 academic year, beginning in August 2024, was made after reviewing the College’s need for faculty in the Mechanical Design/CAD department.

The search began on April 11, 2024 with postings on the Oakton College website, *LinkedIn*, 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*), NACUBO (National Association of College & University Business Officers), and the Chronicle of Higher Education (*jobs.chronicle.com*).

There were three applicants for the Mechanical Design/CAD faculty position. The search committee conducted one virtual interview for this search and selected one finalist to interview with Dr. Ileo Lott, Provost and Vice President for Academic Affairs, and Dr. Ruben Howard II, Director of Workforce Curriculum and Instruction/Interim Dean of Business and Career Technologies before a recommendation of hire was made to Mr. Yong Yoo for a full-time, tenure-track Mechanical Design/CAD faculty position.

Mr. Yoo has served as adjunct faculty at Oakton College since 2023. He currently is an Aerospace Manufacturing Engineer at Woodard. There he provides technical and mechanical design support to various departments including motor subassembly, final assembly, and motor machining. Mr. Yoo received his Bachelor of Science degree in Manufacturing Technology & Industrial Management from the Illinois Institute of Technology in Chicago, IL.

President’s Recommendation

That the Board adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Mr. Yong Yoo for the 2024-2025 academic year, beginning August 2024:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Mr. Yong Yoo	Assistant Professor, Mechanical Design	B-3	\$59,617.”

Approval of Annual Promotions in Rank

The Oakton College Promotions Committee met in May and June to review PAC questionnaires. The faculty listed below have met the criteria for promotion described in Board Policy 4108 and are recommended for the promotions indicated.

<u>Name</u>	<u>Recommended for Promotion to...</u>
Keenan Andrews	Professor of Business
Stephanie Blumer	Professor of Biology
Jeffrey Cabay	Assistant Professor of Engineering
Martinique Haller	Professor of Library
Anna Hammer	Professor of Mathematics
Anika Jones	Professor of Anthropology and Sociology
Cheryl Joseph	Professor of Early Childhood Education
Matthew Lee	Associate Professor
Adriana Raicu	Associate Professor of Health Information Technology
Sylvia Rosillo	Associate Professor of Library
Clarence Sistrunk	Professor of CNS/CIS

IL:sa
6/2024

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 promotions in rank for full-time faculty members: Keenan Andrews, Stephanie Blumer, Jeffrey Cabay, Martinique Haller, Anna Hammer, Anika Jones, Cheryl Joseph, Matthew Lee, Adriana Raicu, Sylvia Rosillo, and Clarence Sistrunk.”

Authorization to Fund Proposed Trustee Travel

In accordance with Board Policy 1008, members of the Board of Trustees are encouraged to attend regional, state and national functions to enhance education on matters of importance to trustees, and to represent and promote the College. The Board shall approve the travel budget for each trustee for the fiscal year.

JLS:bs
6/2024

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 consolidated trustee plan for fiscal year 2024-2025 attached hereto.”

<u>TRUSTEE</u>	<u>DATES</u>	<u>PURPOSE</u>	<u>LOCATION</u>	<u>REG.</u>	<u>TRANSP.</u>	<u>HOTEL</u>	<u>MEALS</u>	<u>TOTAL</u>
Theresa Bashiri-Remetto	November 15-16, 2024	ICCTA Seminar and Board Meeting	Schaumburg, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	February 9-12, 2025	ACCT National Legislative Summit *	Washington, DC	\$1,200.00	\$500.00	\$1,500.00	\$250.00	\$3,450.00
	March 14-15, 2025	ICCTA Seminar and Board Meeting	Lisle, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	April or May 2025	ICCTA Lobby Day **	Springfield, IL	\$0.00	\$250.00	\$200.00	\$50.00	\$500.00
Total:								\$4,350.00
Martha Burns	September 13-14, 2024	ICCTA Seminar and Board Meeting	Springfield, IL	\$150.00	\$280.00	\$200.00	\$50.00	\$680.00
	October 23-26, 2024	ACCT Annual Leadership Congress	Seattle, WA	\$1,235.00	\$500.00	\$1,500.00	\$250.00	\$3,485.00
	November 15-16, 2024	ICCTA Seminar and Board Meeting	Schaumburg, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	February 9-12, 2025	ACCT National Legislative Summit *	Washington, DC	\$1,200.00	\$500.00	\$1,500.00	\$250.00	\$3,450.00
	March 14-15, 2025	ICCTA Seminar and Board Meeting	Lisle, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	April or May 2025	ICCTA Lobby Day **	Springfield, IL	\$0.00	\$250.00	\$200.00	\$50.00	\$500.00
	June 6-7, 2025	ICCTA Annual Convention	Normal, IL	\$250.00	\$180.00	\$150.00	\$50.00	\$630.00
	August TBD, 2024	IL Black Chamber of Commerce Conv.	Hazel Crest, IL	\$250.00	\$100.00	\$500.00	TBD	\$850.00
Total:								\$9,995.00
Gail Bush	October 23-26, 2024	ACCT Annual Leadership Congress	Seattle, WA	\$1,235.00	\$500.00	\$1,500.00	\$250.00	\$3,485.00
	February 9-12, 2025	ACCT National Legislative Summit *	Washington, DC	\$1,200.00	\$500.00	\$1,500.00	\$250.00	\$3,450.00
Total:								\$6,935.00
Benjamin Salzberg	September 13-14, 2024	ICCTA Seminar and Board Meeting	Springfield, IL	\$150.00	\$280.00	\$200.00	\$50.00	\$680.00
	October 23-26, 2024	ACCT Annual Leadership Congress	Seattle, WA	\$1,235.00	\$500.00	\$1,500.00	\$250.00	\$3,485.00
	November 15-16, 2024	ICCTA Seminar and Board Meeting	Schaumburg, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	February 9-12, 2025	ACCT National Legislative Summit *	Washington, DC	\$1,200.00	\$500.00	\$1,500.00	\$250.00	\$3,450.00
	March 14-15, 2025	ICCTA Seminar and Board Meeting	Lisle, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	April or May 2025	ICCTA Lobby Day **	Springfield, IL	\$0.00	\$250.00	\$200.00	\$50.00	\$500.00
June 6-7, 2025	ICCTA Annual Convention	Normal, IL	\$250.00	\$180.00	\$150.00	\$50.00	\$630.00	
Total:								\$9,145.00
William Stafford	September 13-14, 2024	ICCTA Seminar and Board Meeting	Springfield, IL	\$150.00	\$280.00	\$200.00	\$50.00	\$680.00
	October 23-26, 2024	ACCT Annual Leadership Congress	Seattle, WA	\$1,235.00	\$500.00	\$1,500.00	\$250.00	\$3,485.00
	November 15-16, 2024	ICCTA Seminar and Board Meeting	Schaumburg, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	February 9-12, 2025	ACCT National Legislative Summit *	Washington, DC	\$1,200.00	\$500.00	\$1,500.00	\$250.00	\$3,450.00
	March 14-15, 2025	ICCTA Seminar and Board Meeting	Lisle, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	April or May 2025	ICCTA Lobby Day **	Springfield, IL	\$0.00	\$250.00	\$200.00	\$50.00	\$500.00
June 6-7, 2025	ICCTA Annual Convention	Normal, IL	\$250.00	\$180.00	\$150.00	\$50.00	\$630.00	
Total:								\$9,145.00

<u>TRUSTEE</u>	<u>DATES</u>	<u>PURPOSE</u>	<u>LOCATION</u>	<u>REG.</u>	<u>TRANSP.</u>	<u>HOTEL</u>	<u>MEALS</u>	<u>TOTAL</u>
Marie Toussaint	October 23-26, 2024	ACCT Annual Leadership Congress	Seattle, WA	\$1,235.00	\$500.00	\$1,500.00	\$250.00	\$3,485.00
	November 15-16, 2024	ICCTA Seminar and Board Meeting	Schaumburg, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	March 14-15, 2025	ICCTA Seminar and Board Meeting	Lisle, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	June 6-7, 2025	ICCTA Annual Convention	Normal, IL	\$250.00	\$180.00	\$150.00	\$50.00	\$630.00
Total:								\$4,515.00
Wendy Yanow	September 13-14, 2024	ICCTA Seminar and Board Meeting	Springfield, IL	\$150.00	\$280.00	\$200.00	\$50.00	\$680.00
	October 23-26, 2024	ACCT Annual Leadership Congress	Seattle, WA	\$1,235.00	\$500.00	\$1,500.00	\$250.00	\$3,485.00
	November 15-16, 2024	ICCTA Seminar and Board Meeting	Schaumburg, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	February 9-12, 2025	ACCT National Legislative Summit *	Washington, DC	\$1,200.00	\$500.00	\$1,500.00	\$250.00	\$3,450.00
	March 14-15, 2025	ICCTA Seminar and Board Meeting	Lisle, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	April or May 2025	ICCTA Lobby Day **	Springfield, IL	\$0.00	\$250.00	\$200.00	\$50.00	\$500.00
	June 6-7, 2025	ICCTA Annual Convention	Normal, IL	\$250.00	\$180.00	\$150.00	\$50.00	\$630.00
Total:								\$9,145.00
Franklin Ocaña II	September 13-14, 2024	ICCTA Seminar and Board Meeting	Springfield, IL	\$150.00	\$280.00	\$200.00	\$50.00	\$680.00
	November 15-16, 2024	ICCTA Seminar and Board Meeting	Schaumburg, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	February 9-12, 2025	ACCT National Legislative Summit *	Washington, DC	\$1,200.00	\$500.00	\$1,500.00	\$250.00	\$3,450.00
	March 14-15, 2025	ICCTA Seminar and Board Meeting	Lisle, IL	\$150.00	\$50.00	\$0.00	\$0.00	\$200.00
	April or May 2025	ICCTA Lobby Day **	Springfield, IL	\$0.00	\$250.00	\$200.00	\$50.00	\$500.00
June 6-7, 2025	ICCTA Annual Convention	Normal, IL	\$250.00	\$180.00	\$150.00	\$50.00	\$630.00	
Total:								\$5,660.00

Approval of Settlement Agreement

This legal matter has been discussed by the Board of Trustees in closed session.

JF:bs
6/2024

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 does hereby approves the Settlement Agreement with Resignation and Release with College employee Jeff Krugman, and further authorizes and directs the College administration and attorneys to fulfill the College’s obligations as stipulated in the Agreement.”

First Read of Policy Revision

The Illinois Student Debt Assistance Act was recently updated to include more requirements with which Oakton College needs to comply. Given the update to the statute, the recommendation is to have a general policy statement indicating that Oakton College complies with the Student Debt Assistance Act.

KB:dw
6/2024

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby accepts for review the proposed revisions to Policy 5130 attached hereto with action to take place at the next regularly scheduled Board meeting.”

Deleted Text = ~~strikeout~~
New Text = ***Bold italics***

Policy No. 5130
11/15/2022
Revised 8/20/2024

STUDENTS

Hardship Withdrawal Student Debt Assistance Act

~~In accordance with the Illinois Student Debt Assistance Act (Public Act 102-0998), students who withdraw from the college due to unforeseen circumstances, may apply for an administrative withdraw. The administrative withdrawal appeal process is the means for Oakton students to be considered for a hardship withdrawal.~~

~~Hardships may include, but are not limited to, serious injury or illness; chronic illness; a medical issue of a family member that results in the student becoming a part-time or full-time caretaker of that family member; a mental health condition; a sudden or consistent lack of transportation; or a significant cost of living increase.~~

~~Students approved for a hardship withdrawal are encouraged to reenroll when their situation changes. The institution assists such students by providing comprehensive student services.~~

Oakton College fully complies with the Student Debt Assistance Act (110 ILCS 66/) as outlined in relevant procedure (P5130). This Act addresses when the College 1) will release a student's unofficial and official transcripts, 2) will release a student's diploma/certificate, 3) when registration holds will be added to a student's account, and 4) when and how a student can petition for a hardship withdrawal.

The Student Debt Assistance Act regulates how institutions of higher education in Illinois handle student debt, academic transcripts, diplomas, and registration holds. It prohibits institutions from withholding unofficial transcripts from students due to unpaid debts and mandates that official transcripts be provided if the student requests the official transcript to: 1) complete a job application; 2) transfer to one institution of higher education to another; 3) apply for state, federal, or institutional financial aid; 4) join the United States Armed Forces or Illinois National Guard; or 5) pursue other postsecondary opportunities. Additionally, the Act requires institutions to establish a financial or physical hardship withdrawal procedure to assist students facing significant hardships, helping to limit their debt and facilitate re-enrollment.

Notification of Award of Grants

Funding totaling \$458,710.00 has been made available to Oakton College:

- a. Illinois Community College Board Trade School Grant – Round 2..... \$400,000.00
(Managed by Joyce Uriostegui / Administered by Dr. James Rabchuk)
 - b. Department of Commerce and Economic Opportunity SBDC Grant.....\$51,210.00
(Managed by Maurae Gilbert McCants / Administered by Dr. Ileo Lott and Dr. Jesse Ivory)
 - c. Grow Your Own Teachers Illinois GYO-IL Grant \$7,500.00
(Managed by Dr. Katherine Schuster / Administered by Dr. Mia Hardy)
- TOTAL:..... \$458,710.00**

a. Illinois Community College Board Trade School Grant - Round 2

The Illinois Community College Board has awarded Oakton College a \$400,000 FY2024 Taking Back the Trades! Trade School Grant – Round 2. This funding will be used to develop a second stackable Artificial Intelligence certificate, and provide scholarship and wraparound support for Evanston Township High School and Glenbrook South High School juniors and seniors, and students up to 24 years of age enrolled in courses in the Essential Applications of AI Certificate and in the new AI certificate.

The grant period is June 1, 2024 – June 30, 2025. Joyce Uriostegui, Project Manager will serve as grant manager and Dr. James Rabchuk, Dean of STEM will act as the Project Administrator.

b. Department of Commerce and Economic Opportunity Small Business Development Center Grant

The Department of Commerce and Economic Opportunity has awarded Oakton College a Small Business and Development Grant in the amount of \$110,000.00 to be delivered in 2 installments. The first installment will be for \$51,210 using CY23 federal funds, and the other will be for \$58,790 using CY24 federal funds. Funds will support the Small Business Development Center (SBDC) at Oakton College which provides advising and training, including, but not limited to, business formation, financial analysis, needs assessments, market projections, assistance in accessing capital, developing business plans and marketing plans, creating international businesses, static planning and more. The center also offers workshops and webinars on various topics, including how to start a business in Illinois, writing a business plan, increasing social media visibility, how to register with the System for Award Management (SAM) and Grant Accountability and Transparency Act (GATA) and programs of the U.S. Small Business Administration (SBA), Department of Commerce & Economic Opportunity (DCEO) and other local units of government as well as how to become a MBE/WBE.

The grant period is January 1, 2024 – December 31, 2024. Maurae Gilbert McCants, Small Business Development Center Grant Program Director will manage the grant, and Dr. Jesse Ivory, Assistant Vice President of Workforce Innovations and College Partnerships and Dr. Ileo Lott, Provost and Vice President for Academic Affairs, will administer the grant.

c. Grow Your Own Teachers Illinois GYO-IL Grant

The Illinois Chapter of Grow Your Own Teachers has awarded Oakton College \$7,500.00 in partnership to carry out GYO's mission to support the recruitment and preparation of racially diverse and community-connected individuals to become certified teachers in hard-to-staff schools and positions in order to improve the educational opportunities and outcomes for their students.

The grant period is July 1, 2024 – June 30, 2025. Dr. Katherine Schuster, Co-Chair, Anthropology, College Studies, Education, Psychology, Social Science, and Sociology (ACEPSS) Department will serve as Grant Manager and Dr. Mia Hardy, Dean of Liberal Arts will Administer the grant.