

**The 805th Meeting
of
The Board of Trustees
December 10, 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 17, 2024.

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 closed session minutes of November 12, 2024
 - Consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; collective negotiation 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 December 10, 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 and Land Acknowledgement

Approval of Minutes of the November 12, 2024 Regular Meeting of the Board of Trustees

Statement by the President

Educational Foundation Liaison Report

Student Trustee Report

Student Spotlight

Comments by the Chair

Trustee Comments

Public Participation

Report: Illinois Small Business Development Center at Oakton College

New BusinessConsent Agenda

- V 12/24-1a Approval of Adoption of Consent Agenda
- R 12/24-1b Approval of Consent Agenda Items 12/24-2 through 12/24-3
- 12/24-2 Supplemental Authorization to Pay Professional Personnel - Fall 2024
- 12/24-3 Approval of Clinical Practice Agreements

Other Items

- R 12/21-4 Approval of Board Meetings Schedule for Calendar Year 2025
- R 12/24-5 Authorization to Approve December Purchases
- a. Travel Services for Summer 2025 Study Abroad Program in Ghana
 - b. Printing of the Oakton Non-Credit Class Schedule - One-Year Renewal
 - c. Design and Engineering Services for Washroom Upgrades
 - d. High-Speed Internet Hotspot Data Plan - One-Year Renewal
 - e. Ratification for the Purchase of Audiovisual Equipment for the Gymnasium
- 12/24-6 Preview and Initial Discussion of Upcoming Purchases
- R 12/24-7 Approval of a New Unit of Instructions
- 12/24-8 Preview of New Unit of Instruction
- 12/24-9 Notification of Award of Grants

Adjournment



Minutes of the November 12, 2024 Regular Meeting of the Board of Trustees of Community College District 535

The 804th meeting of the Board of Trustees of Community College District 535 was conducted on November 12, 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 5:30 p.m. in room 1502. Trustee Bashiri-Remetio called the roll:

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

Chair Toussaint asked for a motion to allow Trustee Stafford to attend the meeting remotely in accordance with Board Policy 1016 related to remote attendance for meetings defined by the Open Meetings Act (5 ILCS 120/1.02) if a member is prevented from physically attending because of personal illness or disability. Trustee Salzberg made the motion, seconded by Trustee Bush. A voice vote was called and the motion passed unanimously.

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 October 15, 2024; doing a semi-annual review of minutes of meetings lawfully closed under the Open Meetings Act; 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 Bashiri-Remetio called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye
Trustee 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 5:49 p.m., Trustee Toussaint made a motion to adjourn the closed session meeting which was seconded by Trustee Salzberg. 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 6:06 p.m. in room 1506.

Trustee Bashiri-Remetio called the roll:

Trustee Marie Lynn Toussaint	Chair	Present
Trustee Martha Burns	Vice Chair	Present
Trustee Theresa Bashiri-Remetio	Secretary	Present
Trustee Gail Bush		Present
Trustee Benjamin Salzberg		Present

Trustee William Stafford		Absent
Trustee Wendy Yanow		Present
Trustee Franklin Ocaña	Student Trustee	Present

Chair Toussaint made a motion to allow Trustee Stafford to attend the meeting remotely in accordance with Board Policy 1016 related to remote attendance for meetings defined by the Open Meetings Act (5 ILCS 120/1.02) if a member is prevented from physically attending because of personal illness or disability. Trustee Bush seconded the motion. A voice vote was called and the motion passed unanimously.

Also present in room 1506:

Leadership: Dr. Joianne Smith, President; Dr. Karl Brooks, Vice President for Student Affairs; Johanna Fine, Chief Human Resources Officer; Dr. Ileo Lott, Provost/Vice President for Academic Affairs; Michele Roberts, Vice President for Administrative Affairs; and Katherine Sawyer, Chief Advancement Officer.

Administrators: Robyn Bailey, Director of Operations and Administration/Interim Dean of Skokie; Marc Battista, Associate VP for Academic Affairs; Dr. Matthew Boutilier, Director of Online Curriculum and Instruction; Steve Butera, Director of Communications and External Relations; Dr. Sebastian Contreras Jr., Assistant VP for Student Affairs; Sarah George, Associate CIO; Dr. Ruben Howard II, Dean of Business and Career Technologies; Matthew Huber, Dean of Enrollment Management; Lindsey Hunter, Director of Admission and Enrollment; Dr. Jesse Ivory, Assistant Vice President of Workforce Innovation and College Partnerships; Jake Jeremiah, Dean of Library; Dr. Alauna McGee, Assistant VP for Academic Affairs and College Transitions; Dr. Jim Rabchuck, Dean of STEM; Delia Rodriguez, Dean of Adult and Continuing Education; Joseph Scifo, Director of Facilities; LeVon McAllister, Director of Campus Technologies; John Wade, Director of Systems and Network Services; Ella Whitehead, Assistant Director of Enrollment for Equity Outreach; Andy Williams, Controller.

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

Faculty: Jayne Blacker, Mathematics; Julio Capeles, Sociology; Theodore Gotis, Physics; Christine Hoang, Medical Laboratory Technology; Carrie Kelly, Nursing; Katherine Schuster, Education.

Staff: Ernest Gest, Facilities; Tom Hicks Jr., Academic Success and Support; Leah Kintner, Workforce Development; Kushal Patel, Information Technology; Esperanza Salgado-Rodriguez, TRIO; Vinita Shah, Media Services; Beatriz Sparks, Office of the President.

Students: Keysha Hoffmann, Joseph Park and Sofiya Pievic.

Guests: Rene Mandin, Trustee Candidate.

Pledge of Allegiance – Trustee Bashiri-Remetio led the pledge.

Land Acknowledgment – Trustee Toussaint read the Land Acknowledgment.

Approval of Minutes

Chair Toussaint asked a motion for the approval of the minutes of the October 15, 2024 regular meeting of the Board of Trustees. Trustee Yanow made the motion. Trustee Salzberg seconded the motion. A voice vote was called and the minutes were unanimously approved.

Statement by the President

Condolences

- To Facilities member Jonathan Turnbull on the passing of his mother Delores on October 17.
- To Library adjunct faculty Geoffrey Greenberg on the passing of his mother Sharran on October 26.
- To Sr. Media Services Technician, Peter Hurley on the passing of his wife Karrie.

Congratulations

- Facilities member Felix Ortiz welcomed his second grandchild, a baby girl named Isabella Rose on October 14.

- Athletic trainer Erin Peters welcomed baby girl Ellie Ann on October 19.

Employee Recognitions

- Manager of TRIO, Espy Salgado-Rodriguez was selected as a member of our women Under 40, class of 2024. Each year the American Association for Women in Community Colleges recognizes women rising stars who are making a difference for their college and community that they serve. This is an annual recognition of the youngest community college women who are movers and shakers on their college campuses.
- Oakton College was recognized at the 2024 ILEA Summit for its equity leadership as a founding member of the inaugural cohort of the Illinois Equity in Attainment Initiative.
- Employees were recognized for their years of service on Nov. 6.
- Recipients of Excellence Awards on Nov. 6:
 - Teaching Excellence to Full-Time Faculty: Danielle Aquiline, Professor of English
 - Adjunct Faculty: Chris Lacina, Law Enforcement
 - Staff Excellence Award: Grace Norte, Science Lab Manager
 - Living Diversity: Carol Bustamante, Distinguished Professor of English
 - Full-Time Faculty High Impact Practices:
 - Liberal Arts - Carol Bustamante - Distinguished Professor of English
 - Business and Career Technologies - Dr. Leslie Van Wolvelaar - Chair and Distinguished Professor of Accounting
 - STEM - Khursheed Ichhaporia, Associate Professor of Biology
 - Team award - Mario Borha, Professor of Math and Dr. Megan Klein, Distinguished Professor of Anthropology and Sociology
 - Adjunct Faculty High Impact Practices: Library - Elizabeth Sanderson

Student Recognitions

- Oakton students really cleaned up at the Skyway Writers Festival, which took place at McHenry. There are four categories, each awarding three prizes, and Oakton won five of them. The awards were as follows:
 - 1st place in nonfiction: Kailan Chang
 - 2nd place in drama: Janie Toft
 - 3rd place in drama: Felix Fieldman
 - 2nd place in poetry: Alia asSiddiqui
 - 1st place in poetry: Janie Toft

Athletics Recognitions

- The Oakton Owl's men's soccer team was 1 of 12 NJCAA Region 4 D2 teams that qualified for the 2024 postseason regional playoffs. With 14 wins this season, they qualified to compete in the NJCAA Region 4 Quarterfinals. They are currently ranked #11 in the region.
- The Women's Volleyball team also had a great season and advanced to the postseason where they unfortunately lost the first game to Rock Valley.

Happenings

- Registration for the Spring 2025 semester starts this week.
- November is First-Generation Student Month. TRIO, first-generation students, friends, faculty and staff are celebrating students who are the first in their families to attend college.
- November is National Career Development Month and the Career and Transfer Center has hosted a number of events to assist students in their career planning and readiness.
- As part of the Service Learning program, take part in free health screenings on Nov. 13 at the Des Plaines campus, and Nov. 18 at the Skokie campus. No appointments are needed; everyone is welcome to attend.
- Global Studies invites you to a series of presentations during International Education Week 2024, Nov. 18 through Nov. 21. This year's theme is Peace Through Citizen Diplomacy. Sessions are held in Room 1604 (DP) and in Zoom.

- Now celebrating its fifteenth year, Play On gives community college playwrights a chance to shine! Be the first to see these selections, written by students from Illinois, Michigan, Minnesota and Wisconsin. Proceeds benefit performing arts students at Oakton. Performances on Nov. 22, 23 and 24.
- The College will be closed for Thanksgiving on Nov. 28 and 29.

Educational Foundation Liaison Report

Donor contributions to date have tipped over the \$500,000 level, accounting for 30% of the Foundation's contributions goal for the year. The Foundation Board has reached its goal of 100% giving by Board leadership.

A number of notable commitments have been received since the last update to the Trustees including:

- A \$6,500 gift from President Smith and her husband David to add funding to an endowed scholarship in their names for justice impacted students, the Employee Emergency Fund 35, the General Scholarship Match, and the Gregory C. James Memorial Scholarship.
- A \$10,000 gift from Steve Hagerty and Lisa Altenbernd to support the Success Fund for Student Emergencies.
- a \$10,000 gift from Barbara Myers to support the General Scholarship Endowment Match Challenge and the Emory Williams Academy Scholarship.
- a \$10,000 gift from Greg and Carol Korak to continue to grow the endowment of the scholarship in their parent's memory focused on students with interest in accounting, engineering or manufacturing.
- A \$19,000 gift from the Wentcher Foundation to support their 2024-2025 scholars at Oakton.
- A \$50,000 gift from the Irving M. and Sylvia Footlik Foundation to support a program fund for Health Careers Educational Excellence and the Workforce Skill Development Scholarship.

The Foundation's annual Donor Appreciation Brunch took place over the weekend with nearly 200 supporters and students in attendance. It was a fantastic opportunity to share the impact of donor support and was well received by all. Nineteen (19) Foundation Directors served as table hosts along with several administrative leaders from the college. Thanks to Trustees Theresa Bashiri-Remetio and Gail Bush who were in attendance representing the Board of Trustees.

The Board's next quarterly meeting will take place on December 4.

ICCTA Liaison Report

Trustee Stafford shared that there will be an ICCTA meeting on November 15, but he will not be able to attend. He will talk to the Executive Director to get a report to share with the Board during the December meeting.

Student Trustee Report

Student Trustee Ocaña shared that a Filipino Night Market event was held recently, and he was glad to see such a large gathering of students, their families and the community. Another interesting event was the live owl exhibit at the theater. The Student Life Committee coordinated a Trunk or Treat and a Halloween scavenger hunt.

The next SGA meeting will be on November 20. They recently presented their budget for Winter Fest, and he invited the community to join the celebration on December 2 at the Des Plaines campus, and December 4 at the Skokie campus.

Student Spotlight

Sofija Pjevic shared her experience at Oakton, and talked about what led her to choose the institution as her next step after high school for education and athletics. Sofija is from Serbia and she moved with her family to the U.S. seven year ago. This change presented itself with many challenges; Sofija's college experience greatly differs from that of her parents in her country of origin, and she has had to work on her own to choose a college.

Sofija wanted to play volleyball at a high level, but her plans were impacted by the Covid 19 pandemic. However, she decided to focus on her education to major in architecture and graphic design. She applied (and got accepted) to different schools, and decided to attend Oakton when four-year universities were not financially feasible due to her international student status. One of the athletics coaches at Oakton helped Sofija to connect with Christine Paciero, and she joined the volleyball team while she continued her education. Sofija is grateful for

the opportunity to pursue her volleyball passion, and the assistance and guidance she has received at Oakton from professors and the athletics department. She feels that Oakton will prepare her well to continue with her higher education at a four-year university to major in architecture or psychology where she plans to continue her athletic endeavors.

Trustee Comments

Chair Toussaint highlighted the importance of the Oakton community, and reminded everyone that regardless of the election results, we should continue to work for the common good. Student Trustee Ocaña indicated that he thinks it is important to hear international students’ perspective. Trustee Salzberg wished everyone a Happy Thanksgiving. Trustee Burns shared that several members of the Board attended the ACCT Leadership Congress in Seattle at the end of October.

Public Participation – None

Board Report: FY25 Master Plan Update

Michele Roberts, *Vice President for Administrative Affairs*

The 2017 Facilities Master Plan established guiding principles that remain in effect throughout the current 2023-2027 Master Plan:

- Centered on student success and informed by the broader Oakton community
- Support student learning and instruction
- Financially responsible
- Environmentally sustainable
- Flexible and adaptive environments
- Welcoming and inviting
- Advanced technology

Highlights from Year 1 and Year 2

- Baseball field renovations
- Door 5 landscape upgrades
- Courtyards
- Small Business Development Center
- Educational Foundation
- Skokie Learning Commons

Estimated Annual Expenditures and Project Budgets

PROJECT		TOTAL FY2023- FY2027	FY2023	FY2024	FY2025	FY2026	FY2027
Enabling Projects 1. Construction Office Relocation 2. 2100 for Inst. Research 3. Faculty Support Hub (2817)	DP	\$0.5 million	\$0.5 million				
Workplace - Critical Adjacencies 1. Academic Affairs Consolidation + Conference Space 2. Student Affairs VP Office 3. IT - Open CPU Lab 2nd Floor 4. Testing to CPU Lab 1st Floor 5. ADRC, ALL, TRIO Renovation 6. Bookstore Renovation + Expansion	DP	\$4.7 million		\$0.6 million	\$2.6 million	\$1.5 million	
Partnership Hall 1. Floor 1 - Foundation Office 2. Rest of floor 1 2. Floor 2&3	DP	\$12.1 million	\$0.6 million			\$9.9 million	\$1.6 million
Learning Commons 1. Floor 1+ Help Desk Relocation 2. Floor 2 3. Floor 3 Mezzanine	DP	\$8.4 million		\$2.6 million	\$5.8 million		
Enabling Projects Temporary Relocation of Library/Testing Functions	SK	\$0.7 million	\$0.7 million				
Learning Commons	SK	\$3.3 million	\$1.6 million	\$1.7 million			
Workplace - Critical Adjacencies	SK	\$0.4 million			\$0.4 million		
Grand Total		\$30.1 million	\$3.3 million	\$4.9 million	\$8.9 million	\$11.3 million	\$1.6 million

Deferred Maintenance and Site by Campus

PROJECT		TOTAL FY2023-FY2027	FY2023	FY2024	FY2025	FY2026	FY2027
Site & Landscape	DP	\$3.5 million	\$2.7 million	\$0.7 million	\$0.1 million	\$0.1 million	
Site & Landscape	SK	\$1.3 million	\$0.1 million	\$0.7 million	\$0.4 million	\$0.0 million	
Deferred Maintenance	DP	\$20.2 million	\$2.1 million	\$4.6 million	\$5.6 million	\$6.6 million	\$1.3 million
Deferred Maintenance	SK	\$7.5 million	\$1.2 million	\$1.8 million	\$3.1 million	\$1.2 million	\$0.3 million
Total		\$32.5 million	\$6.1 million	\$7.8 million	\$9.2 million	\$7.8 million	\$1.6 million

Overall Summary

PROJECT		TOTAL FY2023-FY2027	FY2023	FY2024	FY2025	FY2026	FY2027
Capital Projects		\$30.1 million	\$3.3 million	\$4.9 million	\$8.9 million	\$11.3 million	\$1.6 million
Site & Landscape		\$4.8 million	\$2.8 million	\$1.4 million	\$0.5 million	\$0.1 million	
Deferred Maintenance		\$27.7 million	\$3.3 million	\$6.4 million	\$8.7 million	\$7.7 million	\$1.6 million
Grand Total		\$62.6 million	\$9.4 million	\$12.7 million	\$18.0 million	\$19.2 million	\$3.3 million

Current projections assume \$5.0 per fiscal year transferred into Fund 03 through FY2028.

Total expenditures: \$60.40M

Year 3 Projects

- Security Camera Upgrades
- Exterior Lighting Project
- Washroom Upgrades
- Academic Affairs/Student Affairs relocation
- Hardware/Master Keying
- ADRC, Workforce, TRIO relocation
- Soccer Field Irrigation
- CDB Project - Sanitary Sewer Rehabilitation

Spotlight Project

Learning Commons – The library spaces will be expanded and renovated to establish a modern learning commons. As part of the renovation, the first floor may include the following programmatic elements:

- Informal Distributed Seating
- Small Group Study Rooms
- IT Help Desk
- CCID Expansion
- Circulation Desk
- Limited/Featured Collections

Year 4/5 Upcoming Projects

- Keying/Door upgrades
- TenHoeve Wing Remodeling
- Upgraded Pedestrian Path
- Baseball Field Parking Lot
- Flooring/Window/Electrical Upgrades

NEW BUSINESS

11/24-1a Approval of Consent Agenda

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

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

11/24-1b Approval of Consent Agenda Items 11/24-2 through 11/24-7

Trustee Stafford offered: “Be it resolved that the Board of Trustees of Community College District 535 approves the following items 11/24-2 through 11/24-7 as listed in the Consent Agenda.”

11/24-2 Ratification of Payment of Bills for October 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 \$7,751,808.57 for all check amounts as listed and for all purposes as appearing on a report dated October 2024.”

11/24-3 Acceptance of Treasurer’s Report for October 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 October 2024.”

11/24-4 Compliance with Open Meetings Act

“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 April 16 and October 15, 2024 no longer require confidential treatment and are released for public inspection.”

11/24-5 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 August 16, 2022; September 20, 2022; October 18, 2022; November 15, 2022; December 13, 2022; and January 17, 2023.”

11/24-6 Supplemental Authorization to Pay Professional Personnel – Fall 2024

“Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$122,905.47 to the total amount of part-time teaching salaries paid during the fall 2024 semester; the revised total payment amount is \$3,760,230.69.”

“Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$96,643.75 to the total amount of faculty overload salaries paid during the fall 2024 semester; the revised total payment amount is \$697,078.15.”

11/24-7 Approval of Clinical Practice Agreements

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

Early Childhood Education Program
Pharmacy Technician Program (1)
Physical Therapy Assistant Program (1).”

Trustee Salzberg seconded the motion. Trustee Bashiri-Remetio called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

11/24-8 Appointment of Members to Career Program Advisory Committees for 2024-2025

Trustee Bush offered: "Be it resolved that the Board of Trustees of Community College District 535 authorizes the appointment of members on the attached lists to the below named Career Program Advisory Committees for 2024-2025."

Trustee Salzberg seconded the motion. Trustee Bashiri-Remetio called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

11/24-9 Adoption of Resolution Setting Forth Tax Levies for 2024

Trustee Yanow offered: "Be it resolved by the Board of Trustees of Community College District No. 535, County of Cook and State of Illinois, as follows:

SECTION 1: That the following sums be and hereby are levied as taxes for the year 2024 (to be collected in 2025) for the purposes set forth below, on the equalized assessed value of the taxable property of Community College District No. 535: the sum of Fifty Eight Million Three Hundred Ninety Nine Thousand Two Hundred and Fifteen Dollars (\$58,399,215) as a tax for Educational purposes; and the sum of Eight Million Dollars (\$8,000,000) as a tax for Operations and Maintenance purposes; and the sum of One Hundred Dollars (\$100) as a special tax for Local Governmental and Governmental Employees Tort Immunity Act purposes; and the sum of One Hundred Dollars (\$100) as a special tax for Social Security and Medicare purposes; and the sum of One Hundred Thousand Dollars (\$100,000) as a special tax for Financial Audit purposes.

SECTION 2: That the Secretary of the Board of Trustees of Community College District 535, County of Cook and State of Illinois, is hereby authorized and directed to file a Certificate of Tax Levy in substantially the form that is attached hereto with the County Clerk of Cook County, Illinois, before the last Tuesday of December 2024.

SECTION 3: That this resolution shall be in full force and effect from and after its passage, approval and filing, as provided by law.

SECTION 4: That the Chairman is authorized to execute the attached Certificate of Compliance with the Truth in Taxation Law."

Trustee Toussaint seconded the motion. Trustee Bashiri-Remetio called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

11/24-10 Adoption of Resolution Setting Forth Property Tax Extension Limitation Law (PTELL) Reduction Designation

Trustee Stafford offered:

"**WHEREAS**, on November 12, 2024, the Board of Trustees ("Board") of Community College District No. 535, Cook County, Illinois ("College District") did adopt its 2024 tax levy; and

WHEREAS, the County Clerk has notified each Cook County taxing district subject to the Property Tax Extension Limitation Law (PTELL) that it may direct the County Clerk’s Office, by proper resolution, to make specific and necessary reductions to its tax levy for the 2024 levy year in accordance with the requirement of Section 18-195 of the PTELL, 35 ILCS 200/18-195;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Community College District No. 535, Cook County, Illinois as follows:

Section 1. That if the County Clerk is required to reduce the aggregate extension of the College District’s 2024 tax levy to meet PTELL requirements, the Board hereby authorizes and directs the County Clerk to make the necessary reductions, as follows:

- 100% of such reductions shall be made from the levy for Educational purposes
- 0% of such reductions shall be made from the levy for Operations and Maintenance purposes
- 0% of such reductions shall be made from the levy for Local Governmental and Governmental Employees Tort Immunity Act purposes
- 0% of such reductions shall be made from the levy for Social Security and Medicare purposes
- 0% of such reductions shall be made from the levy for Financial Audit purposes.

Section 2. That the Chair and Secretary of the Board be and are hereby authorized and directed to sign the Resolution on behalf of the Board of Trustees.

Section 3. That the President of the College District is hereby directed to file a certified copy of this Resolution with the County Clerk on or before the last Tuesday in December.

Section 4. That all other resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed and this Resolution shall be in full force and effect forthwith upon its passage.”

Trustee Bashiri-Remetio seconded the motion and called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

11/24-11 Authorization to Approve November Purchases

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

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
11/24-11a	1	ABI Z-23 Infield Machine	Davis Equipment Corporation & Turfwerks Johnston, IA	\$48,180.00
11/24-11b	4	Medical Equipment for the Health Careers Education Center	Medline Industries, LP Northfield, IL	\$72,653.59
			Steris Corporation Mentor, OH	\$143,395.26

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
			McKesson Medical – Surgical Government Solutions, LLC Henrico, VA	\$58,143.92
			Philips North America, LLC Bothell, WA	\$907,000.00
			Mock Medical, LLC Milford, IA	\$57,170.00
11/24-11c	2	Renovation Services for Adjacencies Project – Phase 1	BEAR Construction Company Rolling Meadows, IL	\$1,868,900.00
11/24-11d	1	Furniture for the Health Careers Education Center	Forward Space, LLC Wood Dale, IL	\$124,734.46
11/24-11e	1	Ricoh Lease Agreement – Five-Year Contract	Ricoh USA Exton, PA	\$183,967.80
11/24-11f	1	Document Imaging and Management System Annual Maintenance Contract and System Upgrades	Hyland Software, Inc Westlake, OH	\$86,982.44
11/24-11g	2	Continuation of Employee Medical, Dental, and Vision Insurance	Blue Cross & Blue Shield of Illinois Chicago, IL	\$10,377,000.00
			Delta Dental of Illinois Naperville, IL	\$445,000.00
			Vision Service Plan, Inc Rancho Cordova, CA	\$49,800.00
11/24-11h	1	Consulting Services for a Compensation Study	Arthur J. Gallagher & Co. Rolling Meadows, IL	\$175,000.00
11/24-11i	1	Consulting Services for Student Affairs Leadership	26 Pines Group, LLC Highland Park, IL	\$120,000.00
11/24-11j	1	Consulting Services for IT Support	Moran Technology Consulting Naperville, IL	\$250,000.00
GRAND TOTAL:				\$14,967,927.47.”

Trustee Salzberg seconded the motion. Trustee Bashiri-Remetio called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

11/24-12

Authorization to Purchase Information Technology Equipment for the Health Careers Education Center

Trustee Toussaint offered: "Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Information Technology Equipment for the Health Careers Education Center from:

- ABT Electronics, 1200 N Milwaukee Avenue, Glenview, IL 60025, for a total of \$23,076.00,
- Amazon.com, Inc, 410 Terry Avenue N, Seattle, WA, 98109, for a total of \$4,800.19,
- Ampronix, LLC, 15 Whatney, Irvine, CA 92618, for a total of \$25,850.00,
- Anixter International, Inc, 2301 Patriot Boulevard, Glenview, IL 60026, for a total of \$1,422.87,
- B & H Photo & Electronics Corporation, PO Box 28072, New York, NY 10087, for a total of \$43,292.49,
- CDW Corporation, 230 N Milwaukee Avenue, Vernon Hills, IL 60061, for a total of \$12,672.26,
- Computer Comforts, Inc, 367 Columbia Memorial Parkway, Kemah, TX 77565, for a total of \$5,328.58,
- Dell Marketing, LLP, One Dell Way, Round Rock, TX 78682, for a total of \$8,325.16,
- Full Compass Systems, 9770 Silicon Prairie Parkway, Madison, WI 53593, for a total of \$700.00,
- HDMI2HDMI, Dubai Silicon Oasis, Building A2, Unit 101, Dubai, United Arab Emirates, for a total of \$3,512.00,
- Howard Technology Solutions, 36 Howard Drive, Ellisville, MS 39437, for a total of \$3,545.73,
- JensenIT, Inc., 1689 Elk Boulevard, Des Plaines, IL 60016, for a total of \$16,149.75,
- McMaster-Carr, 600 County Line Road, Elmhurst, IL 60126, for a total of \$697.44,
- Telecom Innovations Group, 125 N Prospect Avenue, Itasca, IL 60143, for a total of \$8,400.00,
- Monoprice, 1 Pointe Drive, Suite #400, Brea, CA 92821, for a total of \$1,638.64,
- Porter Electronics, 700 N Neely Street, Suite 19, Gilbert, AZ 85233, for a total of \$2,639.92,
- Scantron, 1313 Lone Oak Road, Eagan, MN 55121, for a total of \$4,400.00,
- Sentinel Technologies, 2550 Warrenville Road, Downers Grove, IL 60515, for a total of \$3,393.18,
- Trups Distributing, Inc, 735 N Edgewood Avenue, Unit F, Wood Dale, IL 60191, for a total of \$3,393.00,
- Valens Semiconductors, 8 Hanagar Street, POB 7152 Hod Hasharon 4501309, Israel, for a total of \$738.00,

for a grand total of \$173,975.21."

Trustee Bashiri-Remetio seconded the motion and called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Abstain
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

11/24-13 Preview and Initial Discussion of Upcoming Purchases

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

- a. Washroom Upgrades
- b. High-Speed Internet Hotspot Data Plan
- c. IP Telephony Annual Maintenance and Software Assurance Agreement
- d. Travel Services for Summer 2025 Study Abroad Program in Ghana
- e. Printing of the Oakton Non-Credit Class Schedule

11/24-14 Authorization to Hire Chief of Police and Emergency Management

Trustee Yanow offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the hire of Mr. Aaron Wernick as Chief of Police and Emergency Management effective December 9, 2024 at an annual salary of \$160,000. That salary will be prorated for the period of December 9 through June 30, 2025."

Trustee Salzberg seconded the motion. Trustee Bashiri-Remetio called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

11/24-15 Authorization to Appoint Director of Operations and Administration/Dean of the Skokie Campus

Trustee Bashiri-Remetio offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the appointment of Ms. Robyn Bailey as Director of Operations and Administration/Dean of the Skokie Campus effective December 1, 2024 at an annual salary of \$137,000. That salary will be prorated for the period of December 1, 2024 through June 30, 2025."

Trustee Bush seconded the motion. Trustee Bashiri-Remetio called the roll:

Trustee Bashiri-Remetio	Aye
Trustee Burns	Aye
Trustee Bush	Aye
Trustee Salzberg	Aye
Trustee Stafford	Aye
Trustee Toussaint	Aye
Trustee Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

11/24-16 Acceptance of Administrator Resignation

Trustee Salzberg offered: "Be it resolved that the Board of Trustees of Community College District 535 accepts the resignation of Dr. Karl Brooks, Vice President for Student Affairs, effective November 30, 2024."

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

11/24-17 Preview of New Units of Instruction

The following new units of instruction will be presented for Board approval in December 2024:

EPA Section 608 Certificate
5 Semester Credit Hours; Curriculum: 0056

Artificial Intelligence & Machine Learning Certificate
40 Semester Credit Hours; Curriculum: 0157

11/24-18 Notification of Award of Grants

Funding has been made available to Oakton College:

- a. Illinois Community College Board Workforce Equity Initiative FY25 Grant\$941,241.00
(Managed by Juleya Woodson / Administered by Dr. Jesse Ivory)
 - b. U.S. Department of Education Congressionally Directed Funding\$800,000.00
(Managed by May Alimboyoguen / Administered by Michele Roberts)
 - c. Illinois Community College Board Mental Health Appropriations Grant \$50,000.00
(Managed and administered by Dr. Mark Kiel)
 - d. U.S. Department of Education AANAPISI Supplemental Grant \$34,875.00
(Managed by Dear Aunaetitrakul / Administered by Dr. Kelly Becker)
 - e. Illinois Arts Council Performing Arts FY25 Grant..... \$10,000.00
(Managed by Daniel Cunningham / Administered Dr. Mia Hardy)
 - f. Illinois Arts Council Visual Arts FY25 Grant..... \$6,250.00
(Managed by Dr. Nathan Harpaz / Administered by Dr. Mia Hardy)
 - g. ICCB Adult Education and Family Literacy Federal and State Grant \$1,905,310.00
(Managed by Elena Smoukova / Administered by Delia Rodriguez)
 - h. ICCB Integrated English Literacy and Civics Education (IELCE) Grant \$54,954.00
(Managed by Elena Smoukova / Administered by Delia Rodriguez)
- TOTAL: \$3,802,630.00**

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, December 10, 2024 at the Des Plaines Campus.

Trustee Toussaint made a motion to adjourn the meeting, which was seconded by Trustee Salzberg. A voice vote was called and the meeting was adjourned at 7:50 p.m.

Marie Lynn Toussaint, Chair

Theresa Bashiri-Remetio, Secretary

Minutes recorded by:
Beatriz Sparks
11/2024

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 12/24-2 through 12/24-3

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 12/24-2 through 12/24-3 as listed in the Consent Agenda:

- 12/24-2 Supplemental Authorization to Pay Professional Personnel – Fall 2024
- 12/24-3 Approval of Clinical Practice Agreements.”

Supplemental Authorization to Pay Professional Personnel – Fall 2024

Comparative figures:

**Fall 2024 Part-Time
\$3,765,189.25**

**Fall 2023 Part-Time
\$3,717,515.86**

**Fall 2024 Overload
\$725,237.03**

**Fall 2023 Overload
\$648,831.70**

IL:yg
12/2024

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 an adjustment of \$4,958.56 to the total amount of part-time teaching salaries paid during the fall 2024 semester. The revised total payment amount is \$3,765,189.25.”

“Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$35,365.00 to the total amount of faculty overload salaries paid during the fall 2024 semester. The revised total payment amount is \$725,237.03.”

Approval of Clinical Practice Agreements

The College would like to execute the following clinical practice agreements:

Basic Nursing Assistant/Nursing/Patient Care Technician:

New: This is a new agreement for the Nursing Program. It has been reviewed and approved by the College faculty and administration. This is a one-year agreement which commences on December 10, 2024 and terminates on December 10, 2025.

Physical Therapy Assistant:

Amended: This is an amendment to the agreement for the Physical Therapy Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a one-year agreement which commences on December 10, 2024 and terminates on December 10, 2025.

IL:ds
12/2024

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/Nursing/Patient Care Technician (1)
Physical Therapy Assistant Program (1).”

Approval of Board Meetings Schedule for Calendar Year 2025

Per the Public Community College Act, 110 ILCS 805/3-8, public notice of the schedule of regular meetings of the Board of Trustees for the next calendar year, as set at the organizational meeting, must be given at the beginning of the calendar year.

JLS:bs
12/2024

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby approves the established calendar of meetings of the Board for the 2025 calendar year for public notice as follows: January 21, February 18, March 18, April 22, May 20, June 24, August 19, September 16, October 21, November 18, and December 16. Time and location of all meetings will be posted 48 hours before as required by law.”

Authorization to Approve December 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 – d” were previewed at the November 2024 Board of Trustees Meeting. Item “e” has not been previewed.

MR:tt
12/2024

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>
12/24-5a	1	Travel Services for Summer 2025 Study Abroad Program in Ghana	EDU Africa Cape Town, South Africa	\$60,000.00
12/24-5b	1	Printing of the Oakton Non-Credit Class Schedule – One-Year Renewal	KK Stevens Publishing Co. Astoria, IL	\$176,750.29
12/24-5c	1	Design and Engineering Services for Washroom Upgrades	Perkins + Will Chicago, IL	\$120,360.00
12/24-5d	1	High-Speed Internet Hotspot Data Plan – One-Year Renewal	T-Mobile USA, Inc. Bellevue, WA	\$51,660.00
12/24-5e	1	Ratification for the Purchase of Audiovisual Equipment for the Gymnasium	Full Compass Systems, LTD Madison, WI	\$33,763.97
GRAND TOTAL:				\$442,534.26.”

IN DISTRICT	\$0.00
CONSORTIUM	\$60,000.00
BID	\$176,750.29
BID EXEMPT	\$51,660.00
QBS	\$120,360.00
CERT. MBE	\$0.00
CERT. WBE	\$0.00
NON-CERT. MBE	\$0.00
NON-CERT. WBE	\$33,763.97

Authorization to Purchase Travel Services for Summer 2025 Study Abroad Program in Ghana

Oakton is offering the third annual Ghana summer study abroad program in conjunction with our partners, the University of Ghana – Legon Campus in Accra, Ghana, and EDU Africa. Oakton belongs to the Illinois Consortium for International Studies and Programs (ICISP), which allows students from across Illinois community colleges and other member institutions of ICISP to participate. As a sustained outcome of a Fulbright-Hays Group Projects Abroad grant from the US Department of Education, the establishment of the program is a central component of our ongoing collaboration with our partners. EDU Africa provided all in-country arrangements for the Fulbright-Hays Group Projects Abroad faculty seminar in Summer 2022, as well as our student study abroad program in Summer 2022 and 2023, and provided excellent educational content, service, and support. EDU Africa's mission is to develop and facilitate Transformative Learning Journeys through Faculty-led, Virtual Exchange, Service Learning, School and Individual Study Abroad programs in Africa. Their experienced program designers work closely with partners to develop individualized programs, ensuring they meet logistical needs and achieve specific academic learning outcomes. These custom programs give faculty and their students access to experiential learning opportunities, high-caliber industry and academic professionals, and sustainable community initiatives.

By combining place-based experience and content with intentional reflection practices and dialogue, they aim to challenge students' understanding of various African cultures, knowledge systems, and worldviews, but also of their own. Each of their custom programs is a new opportunity to encourage, enhance, and measure the process of student transformation. Through intercultural engagements and personal reflection, by exploring global issues, exchanging knowledge, and gaining practical experience, their programs aim to encourage student growth in the following areas: Intercultural Competence, Global Citizenship, Personal Growth, Intellectual Growth, and Professional Development.

In addition to an EDU Africa facilitator, students will be accompanied by an Oakton or ICISP member institution professor, who will provide guidance, help, and oversight for the students and accompany them on all local and overnight field trips. Both courses will be taught by faculty members at the University of Ghana. Room and board are provided in housing near the university.

All of the in-country arrangements for the study abroad program will be provided by EDU Africa, including double occupancy accommodations, lunch and dinner per day, tuition for six credit hours, fees for tours, admission to cultural sites, educational field trips, and airport transfers at a cost of \$5000.00 per student based on the maximum of 12 students and one faculty member (complementary), the Administration is requesting an amount not to exceed \$60,000.00 for the services provided by EDU Africa.

KS:tt
12/2024

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 travel services for Summer 2025 Study Abroad Program in Ghana from EDU Africa, 96 Beach Road, Noordhoek, Cape Town, South Africa 7979, for a total not to exceed \$60,000.00".

Authorization to Purchase Printing of the Oakton Non-Credit Class Schedule – One-Year Renewal

In 2019, the College Administration recommended changing the past practice of printing the credit class schedules, moving from a mass distribution of these schedules to an online format. Although the credit class schedule is no longer printed, the Administration is assessing whether this option is feasible for the non-credit class schedule. In the meantime, the College recommends continuing to print four issues of the non-credit class schedule. Updates to the non-credit class schedule include changing the inside pages to a brighter newsprint paper, redesigning the cover, adding photos, making additional content changes, and adding a no-cost four-color insert within each issue. Due to content changes occurring throughout the course of this contract, the design team has yet to determine the exact number of pages for each issue.

Through a competitive public bid process, the Board approved an award to KK Stevens Publishing Company for a one-year term in January 2024, with the option to renew for two additional one-year terms at the College's discretion. The current contract with the vendor will expire on December 31, 2024.

The non-credit class schedules will be distributed to all residences within the district (approximately 200,000) according to the following schedule:

- Issue 1 - Spring II issue mailed in mid-February 2025
- Issue 2 - Summer issue mailed in late-March 2025
- Issue 3 - Fall issue mailed in early July 2025
- Issue 4 - Spring I issue mailed in early November 2025

The Administration is satisfied with the printing service provided by KK Stevens and is seeking Board approval for a one-year contract extension for the calendar year 2025. The Administration is requesting approval for the amount not to exceed \$176,750.29 and is confident that KK Stevens will continue to meet the College's quality standards and delivery schedules.

RB:tt
12/2024

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 the Printing of the Oakton Non-Credit Class Schedule – One-Year Renewal from KK Stevens Publishing Company, 100 N Pearl Street, Astoria, IL 61501, for a total not to exceed \$176,750.29."

Authorization to Purchase Design and Engineering Services for Washroom Upgrades

As part of the current master plan, the College has identified the need for washroom upgrades at both the Des Plaines and Skokie campuses. Multiple washrooms need upgrades to meet current standards, municipal codes, and ADA-compliant regulations.

The Administration is seeking approval to contract with Perkins + Will (P + W), the College's Qualifications-based Selections (QBS) consultants, for engineering and design services for a total of \$120,360.00. P + W will provide complete bidding and construction documents along with a specifications package.

RS:tt
12/2024

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 Washroom Upgrades from Perkins + Will, 410 N Michigan Avenue, Suite 1600, Chicago, IL 60611, for a total not to exceed \$120,360.00."

Authorization to Purchase High-Speed Internet Hotspot Data Plan – One-Year Renewal

In March 2020, Oakton increased its online mode of instruction due to the COVID-19 pandemic. Through survey data collected from students and utilization rates, it became apparent that many students needed technology resources such as Chromebooks and high-speed internet hotspots to continue their education at Oakton. As a result, the College purchased 142 hotspots with unlimited data plan options and made them available for checkout for students in need. The unlimited data plan option was renewed in March 2021 for two additional years to ensure students can continue using these devices. Overall, the College supported 322 hotspots to address student and employee needs during the pandemic.

Post-pandemic, the number of requests for hotspots has reduced significantly. As a result, this investment can be scaled back. At this time, 150 hotspots will be maintained to meet the needs of our students at the college. Therefore, IT recommends extending the contract with T-Mobile USA, Inc. for one additional year for 150 hotspots for a total of \$51,660.00.

The purchase of hotspots is bid-exempt pursuant to ILCS-805/3-27.1 item f, “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process.”

LV:tt
12/2024

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 High-Speed Internet Hotspot Data Plan – One-Year Renewal from T-Mobile USA, Inc., 12920 SE 38th Street, Bellevue, WA 98006, for a total of \$51,660.00.”

Ratification for the Purchase of Audiovisual Equipment for the Gymnasium

Due to the temporary closure and repurposing of the TenHoeve Conference Center as part of the Facilities Master Plan, the Gymnasium will serve as the primary venue for large-scale events for the next eighteen months. This includes critical events such as Spring and Fall orientations.

Currently, the Gymnasium lacks the necessary audiovisual equipment to host these events effectively. To ensure the successful execution of high-profile events, the following equipment is needed: projectors, screens, speakers, and cameras.

In preparation for Opening Day and to ensure that the College has all the necessary equipment for a successful event, the purchase has been completed. Therefore, we ask the Board to approve the ratification for the purchase of audiovisual equipment for the Gymnasium in the total amount of \$33,763.97.

The equipment will support Opening Day and future events during the TenHoeve closure and provide long-term benefits by enhancing the Gymnasium's capabilities for future events. This investment will ensure the College can continue to host impactful events in a suitable venue, facilitate a smooth transition, and maintain the quality of our institutional events.

This is a bid-exempt purchase according to ILCS-805/3-27.1 item f, "purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process."

LA:tt
12/2024

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 ratification for the Purchase of Audiovisual Equipment for the Gymnasium from Full Compass Systems, LTD., 9770 Silicon Prairie Parkway, Madison, WI 53593, for a total amount of \$33,763.97."

Preview and Initial Discussion of Upcoming Purchases

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

- a. **Projector Refresh** – The FY2025 capital equipment budget includes funds to purchase 25 replacement multimedia projectors. The projectors are part of the annual seven-year refresh lifecycle for classroom projectors. This purchase will replace seven-year-old and older classroom projectors. The College currently has 220 projectors in total. Every classroom has at least one ceiling-mounted projector, allowing instructors to project computer information and video onto the screen.

This purchase will be presented to the Board at the January 2025 meeting.

- b. **Leica Microscopes** – The FY25 capital equipment budget includes funds to purchase 29 new microscopes and one document camera for the Biology labs at the Skokie campus. The Biology department uses microscopes in most of the lab-based courses offered at Oakton, from the non-major BIO 101 (Introduction to Life Science) to major level BIO 121 (General College Biology), and health care track classes such as BIO 231/232 (Anatomy and Physiology) and BIO 251 (Microbiology). On average, microbiology, anatomy, and physiology courses use microscopes bi-weekly. In contrast, the major and non-major courses use the microscopes bi-monthly. Each of the College's ten laboratories has as many as three to four sections per day, and each section has as many as 24-26 students using microscopes per class. This equates to over ninety hours of use per microscope every week. The microscopes are a must-have for the Biology lab.

This purchase will be presented to the Board at the January 2025 meeting.

- c. **Travel for Men's Baseball Team** – The Oakton Men's Baseball program schedules a spring training team trip to Florida each year. This trip is an integral part of the baseball program and provides opportunities for team-building activities and competition with many of the best community college baseball programs in the country.

The baseball team plans to travel to Florida for seven days to participate in the Russ Matt Baseball tournament. This organization is the largest operator of college baseball spring break tournaments in the United States, with over 230 college baseball teams participating in three locations. Oakton's team would be scheduled to play six games during the trip, with some additional time for team-building activities. The trip cost will be paid for through fundraising efforts by the Athletic Department and the Oakton Baseball Team, so the net expenditure to Oakton will be zero. Although the individual payment to each vendor is less than \$25,000, the College is seeking board approval as the nature of the total expenditures is related to a single activity. The trip will be canceled if adequate funds are not raised by February 2025 to cover these costs.

This purchase will be presented to the Board at the January 2025 meeting.

- d. **Performance Management System** – It is a best practice to conduct fair and relevant performance evaluations for staff and administrators. The College requires a tool to manage performance evaluations and other feedback methods to maintain employee engagement with efficiency, flexibility, and equity.

This purchase will be presented to the Board at the January 2025 meeting.

- e. **Founder's Wall Design Consulting Services** – As part of the Learning Commons project, the College seeks to acknowledge and honor those that founded the College, including our Founding Trustees, President, Faculty Members, and Administrators. We plan to engage with a consultant to help us design and bring forward our vision.

This purchase will be presented to the Board at the January 2025 meeting.

- f. **Backup Software Support and Maintenance Renewal – Three-Year Contract** – For disaster recovery, data protection, and archiving purposes, the College uses a Commvault Simpana enterprise backup system to back up the data and configurations of the 37 physical servers and 221 virtual servers that provide services to more than 2,600 computers and approximately 8,000 network computer users at both campuses, as well as online users. The current maintenance software upgrade, support, and maintenance agreement expires in February 2025.

This Purchase will be presented to the Board in January 2025

Approval of New Units of Instruction

Illinois Community College Board (ICCB) rules require the College to submit extensive documentation, including Board of Trustees approval, when a “new unit of instruction” is proposed.

The College is proposing two (2) new certificates; one in Air Conditioning, Heating and Refrigeration (AHR), and one in Computer Information Systems (CIS) respectively: **EPA Section 608 Certificate** (5 credits) and **Artificial Intelligence and Machine Learning Certificate** (40 credits).

These units of instruction were previewed at the November 2024 Board meeting.

IL:mb
12/2024

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 following new units of instruction: EPA Section 608 Certificate, and Artificial Intelligence and Machine Learning Certificate.”

EPA Section 608 Certificate

5 Semester Credit Hours; Curriculum: 0056

The EPA Section 608 Certificate provides instruction on the basic function of an air conditioner, including how to remove, store and recharge refrigerant. It also gives an overview of the HVAC industry, the necessary tools, career opportunities and expectations of technicians. The program includes a review of EPA Section 608 Certification exam, and concludes with students taking the exam to earn industry recognized certification, which is required to handle any refrigerants in the field.

According to the Lightcast Occupational Overview Report for 2024, there were 5,483 jobs in the Chicago-Naperville-Elgin area in 2015, with the majority of these jobs concentrated in Cook County, IL. While this employment number was below the national average of 8,771 at that time, the area has experienced higher than average growth. As a result, in 2023 there were 8,527 jobs in the Chicago-Naperville-Elgin area. This represents an increase of 55.5% compared to the national average increase of 42.4%.

Courses for a Certificate	Credit Hours
AHR 101 Introduction to Air Conditioning and Refrigeration	4
AHR 105 EPA Section 608 Certification	1
Total Credit Hours:	5

Artificial Intelligence and Machine Learning Certificate

40 Semester Credit Hours; Curriculum: 0157

The purpose of the proposed Certificate is to prepare students for entry- to mid-level positions centered on artificial intelligence (AI) and machine learning (ML). In addition, it further supports students in their pursuit of advancement opportunities in related fields. Graduates will be equipped with skills to develop intelligent systems that automate processes, enhance decision-making, and optimize operational efficiency across industries including but not limited to finance, healthcare, and marketing. The program emphasizes practical experience in utilizing tools such as Python and a variety of Python Data Libraries, TensorFlow, and OpenVino, preparing students to solve real-world business challenges through AI-driven solutions. This certificate emphasizes some of the fundamental coding utilized in the AI/ML fields.

According to the U.S. Bureau of Labor Statistics (BLS), there are about 31,700 jobs in computer and information science. This includes artificial intelligence specialist jobs. By 2028, the BLS expects this number to grow to about 37,000 jobs, for an increase of about 5,300 jobs. According to the World Economic Forum (WEF) - Future Jobs Report 2023, AI and ML specialists are at the top of the list for fastest growing jobs.

Courses for a Certificate	Credit Hours
CIS 102 Job Search Principles and Tools	1
CIS 112 AI Ethics	3
CIS 119 Prompt Engineering	3
CIS 143 Introduction to SQL	3
OR CIS 241 Database Management	
CIS 206 Software Cybersecurity	3
OR CIS 219 Advanced Prompt Engineering	
CIS 212 No Code Machine Learning	3
CIS 225 Natural Language Processing	4
CIS 229 Machine Learning Using Python	4
CIS 240 Data Visualization using Tableau	3
CIS 250 AI for Computer Vision	4
CIS 271 AI for Business Solutions	3
CSC 157 Python Computer Science I	3
CSC 180 Introduction to Artificial Intelligence	3
Total Credit Hours:	40

Preview of New Unit of Instruction

Illinois Community College Board (ICCB) System Rules require Colleges to submit documentation, including Board of Trustees approval, when a “new unit of instruction” is proposed. The College proposes a new early childhood education credential, an 18-credit hour **Early Childhood Education (ECE) Endorsement for IL Professional Educator License (PEL) Holders Certificate**.

The ECE Endorsement for IL PEL Holders certificate allows current Illinois Professional Educator License holders in Elementary Education to complete coursework requirements for their IL State Board of Education (ISBE) endorsement in Early Childhood Education. Coursework will be offered in each of the following areas: Child Growth and Development, Planning and Assessment, Methods and Content Pedagogy, Literacy Methods, and Collaborative Relationships with Family or Communities. The proposed program will help meet the need for additional Illinois Professional PEL teachers who hold the Early Childhood Education endorsement.

According to currently posted data from the Illinois Career Information System (CIS-IL Department of Employment Security), the demand for kindergarten qualified teachers [AS1] in Cook County is expected to grow by 11.8% (compared to 9.2% for all occupations). An estimated 1,372 annual openings are expected in Cook County. Many openings will occur as current teachers retire. New hires into kindergarten teaching positions MUST hold an IL PEL with an ECE Endorsement.

ECE Endorsement for IL Professional Educator License Holders Certificate

18 Semester Credit Hours; Curriculum: 0079

Courses for a Certificate	Credit Hours
ECE 104 Introduction to Early Childhood Education	3
ECE 107 Observation & Assessment of the Young Child	3
ECE 226 Language Arts and Social Studies for the Young Child OR ECE 227 Math and Science for the Young Child	3
ECE 230 Literacy Methods for Preschool-Second Grade	3
ECE 255 Curriculum Design for Early Childhood Programs	3
ECE 270 Child, Family and Community Relations	3
Total Semester Credit Hours for a Certificate:	18

Pathway: Licensed Professional Educators → Early Childcare Education Endorsement (certificate)

This certificate is intended for individuals who already hold an Illinois professional educator license, which requires a minimum of a bachelor’s degree.

Notification of Award of Grants

Funding has been made available to Oakton College:

- a. Illinois Department of Human Services Smart Start Workforce Grant \$12,000.00
(Managed by Monique Hudson / Administered by Dr. Ileo Lott)

TOTAL: \$12,000.00

a. Illinois Department of Human Services Smart Start Workforce Grant

The Illinois Department of Human Services (IDHS) through Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) has awarded Oakton College a total of \$12,000 to support personnel salary and wages for the period Oct. 1, 2024 through Dec. 31, 2024.

Manager of the Early Childhood Development Center, Monique Hudson will manage the grant, and Vice President for Academic Affairs, Dr. Ileo Lott will serve as the grant administrator.