

**The 801st Meeting
of
The Board of Trustees
August 20, 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 June 25, 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 August 20, 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 June 25, 2024 Regular Meeting and Committee of the Whole 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
 Board Report: Strategic Workforce Partnership Update

New Business

Consent Agenda

- | | | |
|---|---------|--|
| V | 8/24-1a | Approval of Adoption of Consent Agenda |
| R | 8/24-1b | Approval of Consent Agenda Items 8/24-2 through 8/24-8 |
| | 8/24-2 | Ratification of Payment of Bills for June 2024 |
| | 8/24-3 | Acceptance of Treasurer's Report for June 2024 |
| | 8/24-4 | Acceptance of Quarterly Report on Investments |
| | 8/24-5 | Authorization of Budget Transfers |
| | 8/24-6 | Supplemental Payment of Professional Personnel – Summer 2024 |
| | 8/24-7 | Approval of Clinical Practice Agreements |
| | 8/24-8 | Approval of Memorandum of Understanding between YWCA Evanston/North Shore and Oakton College |

Other Items

- | | | |
|---|---------|--|
| R | 8/24-9 | Authorization to Approve August Purchases <ul style="list-style-type: none"> a. Illinois Community College Risk Management Consortium (ICCRMC) – One-Year Renewal b. Splunk Software License, Updates and Support – One-Year Renewal c. Adobe Creative Cloud Software Lease and Support – One-Year Renewal d. Information Technology Services Management (ITSM) System – Five-Year Contract e. Plagiarism Prevention Software – Three-Year Contract f. Temporary Staffing Services for Interim Chief of Police |
| R | 8/24-10 | Ratification for the Purchase of Radio Frequency Identification (RFID) Security Tag Conversion for the Learning Commons Collection |
| | 8/24-11 | Preview and Initial Discussion of Upcoming Purchases |
| R | 8/24-12 | Authorization to Approve Tentative Collective Bargaining Agreement between the Oakton College Board of Trustees and the Oakton Community College Faculty Association |
| R | 8/24-13 | Resolution Designating Date, Time, and Place for Filing Board of Trustees Nominating Petitions |
| V | 8/24-14 | Acceptance of Faculty Retirement |

- V 8/24-15 Acceptance of a Full-Time Faculty Resignation
- R 8/24-16 Authorization to Hire a Full-Time, Tenure-Track Faculty Member
- R 8/24-17 Approval of Policy Revision
- 8/24-18 Notification of Award of Grants

Adjournment



Minutes of the June 25, 2024 Regular Meeting of the Board of Trustees of Community College District 535

The 800th meeting of the Board of Trustees of Community College District 535 was conducted on June 25, 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 5:20 p.m. in room 1502. Trustee Bashiri-Remetio called the roll:

Ms. Marie Lynn Toussaint	Chair	Present
Ms. Martha Burns	Vice Chair	Present
Ms. Theresa Bashiri-Remetio	Secretary	Present
Dr. Gail Bush		Present
Mr. Benjamin Salzberg		Absent
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 May 21, 2024; and considering the appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters, and pending litigation.

Trustee Bashiri-Remetio made the motion, seconded by Trustee Stafford. Trustee Bashiri-Remetio called the roll:

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	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; Michele Roberts, Vice President for Administrative Affairs, and Dr. Judy Mitchell.

At 6:03 p.m., Chair Toussaint asked for a motion to adjourn the closed session meeting. Trustee Bashiri-Remetio made the motion which was seconded by Trustee Stafford. 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 6:11 p.m. in room 1506.

Trustee Bashiri-Remetio called the roll:

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

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 and Vice President for Academic Affairs, and Michele Roberts, Vice President for Administrative Affairs.

Administrators: May Alimboyoguen, Dean of Health Careers; Robyn Bailey, Director of Operations/Interim Dean of Skokie Campus; Marc Battista, Associate Vice President for Academic Affairs; Anne Brennan, Assistant Vice President for Academic Affairs and College Transitions; Steve Butera, Director of Communications and College Transitions; Dr. Sebastian Contreras Jr., Assistant Vice President for Student Affairs/Dean of Student Success; Dr. Rick Daniels, Director of Institutional Diversity and Inclusion; Al Grippe, Director of Grant Strategy and Development; Dr. Ruben Howard II, Dean of Business and Career Technology; Lindsey Hunter, Director of Admission and Enrollment; Jake Jeremiah, Dean of Library; Dr. Alauna McGee, Assistant Vice President for Academic Affairs and College Transitions; Jessi Moon, Director of Major and Planned Giving; Dr. Jim Rabchuk, Dean of STEM; Delia Rodriguez, Dean of Adult and Continuing Education; Dan Weber, Registrar/Director of Registrar Services; Ella Whitehead; Assistant Director of Enrollment for Equity Outreach; and Andy Williams, Controller.

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

Faculty: Maria Antonopoulos, Mathematics; Steve Fix, Cannabis Studies; Khursheed Ichhaporia, Biology; Melissa Mendoza, Physical Therapy, Katherine Schuster, Education.

Staff: Giacomo Cirrincione, Learning Center; Phil Cronin, Media Services; Jeff Gossrow, Budget Office; Krissie Harris, Student Life and Campus Inclusion; Leah Kintner, Workforce Development; Ewa Lyczewska, Marketing and Communications; Beatriz Sparks, President's Office; and Terrance Stevenson, Emory Williams Academy.

Students: Freddy Watson.

Guests: Toni Rowitz, Founding Faculty.

Pledge of Allegiance – Trustee Toussaint led the pledge.

Land Acknowledgment – Trustee Stafford read the Land Acknowledgment.

Approval of Minutes

Chair Toussaint asked a motion for the approval of the minutes of the May 21, 2024 regular meeting of the Board of Trustees. Trustee Stafford made the motion. Trustee Yanow seconded the motion. A voice vote was called and the minutes were unanimously approved.

Statement by the President

Today is the 800th meeting of the Board of Trustees.

Condolences

- To Senior Manager of Financial Assistance, Jamie Petersen whose father passed away on May 30.
- To Trustee Theresa Bashiri-Remetio on the loss of her grandmother, Anita Magpantay on June 6.
- To the family and friends of adjunct professor of psychology, Sabine Gourgue who passed away on June 17. Sabine was well loved by her students and her colleagues.

Employee Recognitions

- To Andy Williams and the Accounting team for receiving the Certificate of Achievement for Excellence in Financial Reporting from the GFOA for the FY23 ACFR.
- Congratulations to Ella Whitehead for completing Leadership Evanston, Cohort 32.

Athletic Recognitions

- Congratulations to former Coach Neil Sipkovsky and alum Steve Rosenblum for being inducted into the Illinois Skyway Collegiate Conference Hall of Fame on Thursday June 13.

- Congratulations to Nikhil Thomas for being recognized with the Dick Durant Award at the Skyway Annual Awards Celebration (achieving a perfect 4.0 Cumulative GPA).

Happenings

- Thank you to members of the College community—students and employees who have participated in community Juneteenth events.
- June is Pride Month and the Pride Club and the LGBTQ+ working group hosted tables with information and giveaways for members of the community to demonstrate support for the LGBTQ+ community
- Today at Des Plaines and Tomorrow at Skokie, the Staff Professional Development Committee is hosting a year of celebration of connecting the dots with lunch and activities.
- June 30, the City of Des Plaines is hosting their annual fireworks display at the Oakton Des Plaines Campus. Gates open at 7 p.m.
- The Koehnline Museum's new art exhibit, "How Things Stack Up" by artist John Himmefarb opens on July 11 with a public reception from 5 to 8 p.m.

Educational Foundation Liaison Report

Notable commitments since the last update to the Trustees include:

- A \$500 gift from Trustee Theresa Bashiri-Remetio toward the UScellular Asian American Network Fund - a scholarship fund Theresa was influential in establishing via her leadership within UScellular's Asian American Network associate resource group.
- An \$11,000 gift from Anne and Mead Montgomery Family Foundation toward the Anne and Mead Montgomery Achievement Scholarship,
- And a \$10,000 commitment from Pat Savage to establish the Coach Pat Savage Endowed Scholarship for Cross Country. An additional \$10,000 has been raised to date via the Foundation's crowdfunding platform from Oakton Cross Country alumni and other members of Coach's personal network.

At the June Board of Directors meeting, the Board approved 10 grants totaling \$126,000 benefiting areas across the college including but not limited to: temporary emergency housing for students, study abroad programming, and funds to update and enhance the Library's collection of materials for English Language Learners.

Beginning July 1, the Educational Foundation will welcome a new slate of Board Officers: Julie Fenton as President, Murray Sprung as Immediate Past President, Jeff Coney as President Elect, Dr. Joan Richards as Secretary, and Scott Hurwitz as Treasurer.

Finally, the Foundation welcomed Linda Korbel as the newest voting member of the Board of Directors. Linda has served the college for more than 50 years, until her recent retirement as Dean of Liberal Arts. She has also been a steadfast supporter of the Educational Foundation and I look forward to working with her in this new capacity.

ICCTA Liaison Report

Trustee Stafford shared that he attended the ICCTA meeting in Lombard, Illinois on June 8. The discussion included legislative goals for community colleges to be able to offer baccalaureate degrees; equity funding in community colleges to prepare future workers for CTE; and reduction of transfer barriers.

The ICCTA strategic plan has three major items: information exchange between community colleges about financial issues; equity, inclusion and diversity training; and advocacy.

The Business Enterprise Program (BEP) that is being pursued state-wide has a goal of 35% BEP for minorities and people with disabilities. Community colleges are finding challenges to reach this goal, and a taskforce will help institutions move forward. Trustee Stafford indicated that he is interested in joining the taskforce.

Student Trustee Report

Mr. Ocaña shared that Oakton a group of students and employees joined the Evanston and Skokie communities to celebrate Juneteenth.

The Student Government Association held its first meeting.

Founder Spotlight

Ms. Toni Rowitz shared her experience as a founding faculty member, and provided a timeline of her career as an educator for the past 41 years.

Comments by the Chair

Trustee Toussaint shared that she participated in the Juneteenth Parade in Evanston with the Oakton team, and thanked them for their work during the event.

Trustee Comments

Student Trustee Ocaña thanked Ms. Toni Rowitz for her service to Oakton.

Public Participation – None

Board Report: Grant Work at Oakton

Al Grippe, Director of Grant Strategy and Development, and Jessi Moon, Director of Major and Planned Giving presented an overview of the current grant work at Oakton including public and private grants, collaboration strategies and general impact.

	Public Grants	Private, Family and Corporate Foundations
Source and Scale	<ul style="list-style-type: none"> funded by state, federal or local governments large-scale programs designed to address wide-ranging public needs 	<ul style="list-style-type: none"> funded by individuals, families, and corporations respectively funding scale varies significantly support specific causes or interests
Application Process	<ul style="list-style-type: none"> formal and highly structured extensive guidelines eligibility criteria and evaluation scope rigid and well-defined 	<ul style="list-style-type: none"> more flexible and less bureaucratic independent application procedures
Funding Priorities	<ul style="list-style-type: none"> often aligned with public policy goals and legislative mandates shifting priorities based on political changes and budget allocations 	<ul style="list-style-type: none"> aligned with philanthropic goals of founders or corporate social responsibility objectives often room for interpretation to “pitch” program alignment w/funder’s priorities funding tends to be stable over time
Accountability and Reporting	<ul style="list-style-type: none"> rigorous reporting, auditing, and performance metrics may include progress reports and evaluations 	<ul style="list-style-type: none"> reporting requirements less rigorous may include progress reports, impact assessments, but often allow flexibility in outcome measurement and reporting

The Educational Foundation is also a grant-maker to the College.

- June 2024 - Board approved 10 grants totaling \$126,000
- Range from emergency housing, to study abroad opportunities, to augmenting the Library’s collection for English Language Learners
 - The Association to Nurture and Develop the Advancement of Latino/a/xStudents in Education (¡ANDALE!)
 - Jewish Studies Speaker Series
 - Des Plaines Campus Greenhouse

Institutional Donor Impact

- Corporate: Rivers Casino has invested more than \$1 million with the Educational Foundation. Their most recent gift of \$250,000 in FY24 supported the Rivers Casino Scholarship Fund, the Student Success Fund, the Student Technology Fund, and Oakton’s Caring Closet.
- Foundation: In FY22, the Evanston Community Foundation made a critical investment of \$20,000 in support of the Emory Williams Academy for Black Men, providing scholarships and programmatic support.
- Organization: In FY24, Autism Speaks established a \$60,000 scholarship fund for neurodiverse students, inspired by the Neurodiversity Inclusion Statement adopted by the Board of Trustees in 2023.

Emory Williams Academy – Academic Year Update

Terrance Stevenson, Emory Williams Academy Program Coordinator, and Ella Whitehead, Assistant Director of Enrollment for Equity Outreach gave an update about the academy including a program overview, enrollment snapshot, year in review, and the recruitment and retention plans.

The Emory Williams Academy enrolls historically underserved and underrepresented students with an emphasis on providing focused support for Black male identifying students; provides an engaging educational experience; creates sense of belonging and community at Oakton; mitigates financial barriers; and fosters the personal and professional development of students.

Enrollment Snapshot – Academic Year 2023-2024

- 40 students participated in the program this year
- Majority of the scholars are from Evanston (52%)
- Majority of scholars are between the ages of 18-21 (55%)
- Enrolled in programs such as Automotive, Cannabis, Engineering, Fine Arts, etc.

Student Engagement

- Personal Enrichment: Allen Bryson Leadership, Life and Legacy, Chessmen Gala First formal event for some Scholars, NAACP Freedom Fund Banquet
- Cultural Engagement: HBCU Cubs Game, Chicago Football Classic, African Diaspora Market, Black Family Game Night, Evanston Juneteenth Parade, Skokie Juneteenth Celebration, Soul Food Cooking Demonstration

Program Milestones

- First group of graduating and transferring scholars
 - Three (3) scholars graduating
 - Four (4) transferring
- Intentional connection and programming with the Black Student Success program
 - BSSP Co-Advisor
 - Black male students referred to EWA
- Ghana Experience – 5 students

Recruitment

- ETHS Presence
 - Beginning in the Fall 2023 semester, the EWA program coordinator Visited ETHS on Mondays when school was in session.
 - Hosted table for College/Career Fair
 - College/Career staff referred students to the coordinator to learn about the Academy
- New and Continuing student recruitment
 - As of June 12, seven (7) prospective students have expressed interest in joining the Academy
 - The targeted enrollment for 24/25 academic year is 45 (inclusive of new and continuing scholars)
 - Networking with community members to refer potential students to the program

NEW BUSINESS

6/24-1a 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.”

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

6/24-1b Approval of Consent Agenda Items 6/24-2 through 6/24-6

Trustee Stafford offered: "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

"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."

6/24-3 Acceptance of Treasurer's Report for May 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 May 2024."

6/24-4 Ratification and Supplemental Payment of Professional Pay – Spring and Summer 2024

"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."

6/24-5 Approval of Clinical Practice Agreements

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

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

6/24-6 Approval of Updated Agreement with the Northern Illinois Workforce Coalition (NIWC) for Apprenticeship Tuition

"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."

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

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-7 Public Hearing and Adoption of Annual Budget for Fiscal Year 2023-2024

a) Public Hearing

Chair Toussaint offered: “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?”

b) Adoption of Annual Budget for Fiscal Year 2024-2025

Trustee Stafford offered: “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.”

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

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-8 Authorization to Approve June Purchases

Trustee Yanow 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>
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

<u>Item</u>	<u>Pages</u>	<u>Description</u>	<u>Vendor / Location</u>	<u>Amount</u>
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.”

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

Ms. Bashiri-Remetio Aye
 Ms. Burns Aye
 Dr. Bush Aye
 Mr. Stafford Aye
 Ms. Toussaint Aye
 Dr. Yanow Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-9 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
- b. Splunk Software License/Updates/Support – One-Year Renewal
- c. Adobe Creative Cloud Software Lease and Support
- d. Information Technology Service Management (ITSM) System
- e. Plagiarism Prevention Software

6/24-10 Authorization to Hire Assistant Controller

Trustee Stafford offered: “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.”

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

Ms. Bashiri-Remetio Aye
 Ms. Burns Aye
 Dr. Bush Aye
 Mr. Stafford Aye
 Ms. Toussaint Aye
 Dr. Yanow Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-11 Approval of Administrator Resignation Agreement

Trustee Stafford offered: "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."

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

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-12 Approval of Salaries for Administrators

Trustee Burns offered: "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."

Trustee Toussaint offered: "Be if 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."

"Be it further resolved that the Board of Trustees of Community College District 535 approves FY2025 administrative salary ranges."

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

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-13 Approval of President's Employment Contract

Trustee Stafford offered: "NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535, COUNTY OF COOK, AND STATE OF ILLINOIS, THAT;

Dr. Joianne Smith be issued a 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."

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

Ms. Bashiri-Remetio	Aye
Ms. Burns	Aye
Dr. Bush	Aye
Mr. Stafford	Aye
Ms. Toussaint	Aye
Dr. Yanow	Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-14 Authorization to Hire Full-Time, Tenure-Track Faculty Members

Trustee Toussaint offered: “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 Arasniewicz, 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 Arasniewicz	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.”

Student Trustee Ocaña seconded the motion. Trustee Bashiri-Remetio called the roll:

- Ms. Bashiri-Remetio Aye
- Ms. Burns Aye
- Dr. Bush Aye
- Mr. Stafford Aye
- Ms. Toussaint Aye
- Dr. Yanow Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-15 Approval of Annual Promotions in Rank

Trustee Stafford offered: “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.”

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

- Ms. Bashiri-Remetio Aye
- Ms. Burns Aye
- Dr. Bush Aye
- Mr. Stafford Aye
- Ms. Toussaint Aye
- Dr. Yanow Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-16 Authorization to Fund Proposed Trustee Travel

Trustee Toussaint offered: “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.”

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

- Ms. Bashiri-Remetio Aye
- Ms. Burns Aye
- Dr. Bush Aye
- Mr. Stafford Aye
- Ms. Toussaint Aye
- Dr. Yanow Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-17 Approval of Settlement Agreement

Trustee Stafford offered: “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.”

Student Trustee Ocaña seconded the motion. Trustee Bashiri-Remetio called the roll:

- Ms. Bashiri-Remetio Aye
- Ms. Burns Aye
- Dr. Bush Aye
- Mr. Stafford Aye
- Ms. Toussaint Aye
- Dr. Yanow Aye

The motion carried. Student Trustee Ocaña favored the resolution.

6/24-18 First Read of Policy Revision

Trustee Stafford offered: “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.”

Trustee Bashiri-Remetio seconded the motion. A voice vote was called and the motion passed unanimously.

6/24-19 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**

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, August 20, 2024 at the Des Plaines Campus.

Trustee Bashiri-Remetio made a motion to adjourn the meeting, which was seconded by Student Trustee Ocaña. A voice vote was called and the meeting was adjourned at 8:10 p.m.

Marie Lynn Toussaint, Chair

Theresa Bashiri-Remetio, Secretary

Minutes recorded by:
Beatriz Sparks
6/2024



**Minutes of a Committee of the Whole Meeting
Oakton Community College Board of Trustees
June 25, 2024**

A Committee of the Whole meeting of the Board of Trustees of Oakton Community College, District 535 was held on June 25, 2024 in Room 1506 at 1600 East Golf Road, Des Plaines, Illinois, 60016.

Call to Order and Roll Call

Chair Toussaint called the meeting to order at 4:33 p.m. Trustee Stafford called the roll:

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

Also present in Room 1506:

Leadership: Dr. Joianne Smith, President.

Staff: Philip Cronin, Media Services; Vinita Shah, Media Services; William Shipman, Information Technology; and Beatriz Sparks, President's Office.

Technology Training

Trustees were given a refresher overview of collaborations tools from myOakton and Google Suite including of the use of an Oakton email address in order to conduct College-related business. Beatriz Sparks provided an overview of the BoardEffect platform for meeting materials.

Adjournment

Chair Toussaint asked for a motion to adjourn the meeting. Trustee Bashiri-Remetio made the motion, which was seconded by Trustee Salzberg. A voice vote was called and the meeting was adjourned at 5:03 p.m.

Marie Lynn Toussaint, Chair

Theresa Bashiri-Remetio, Secretary

Minutes recorded by:
Beatriz Sparks
6/2024

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 8/24-2 through 8/24-8

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items 8/24-2 through 8/24-8 as listed in the Consent Agenda:

- 8/24-2 Ratification of Payment of Bills for June 2024
- 8/24-3 Acceptance of Treasurer’s Report for June 2024
- 8/24-4 Acceptance of Quarterly Report on Investments
- 8/24-5 Authorization of Budget Transfers
- 8/24-6 Supplemental Payment of Professional Personnel – Summer 2024
- 8/24-7 Approval of Clinical Practice Agreements.
- 8/24-8 Approval of Memorandum of Understanding between YWCA Evanston/
North Shore and Oakton College.”

Ratification of Payment of Bills for June 2024

The check register detailing the regular monthly bills for June 2024 was sent out August 16, 2024. The totals by fund are on page 2. This includes approval of travel reimbursements for June 2024.

Board Chair

Board Secretary

MR:js
8/2024

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 \$10,808,082.85 for all check amounts as listed and for all purposes as appearing on a report dated June 2024.”

OAKTON COLLEGE
COMMUNITY COLLEGE DISTRICT 535

I hereby certify that materials and/or services for the Education Fund; Operation and Maintenance Fund; Operation and Maintenance Fund (Restricted); Bond and Interest Fund; Auxiliary Enterprises Fund; Restricted Purposes Fund; Working Cash Fund; Trust and Agency Fund; Audit Fund; Liability, Protection and Settlement Fund; Social Security/Medicare Fund; Loan Fund; including approval of travel reimbursements for June 2024, represented by checks on pages 1-16 numbered !0003940 - !0003970, !0003972 - !0003994, !0003996 - !0004031, !0004033 - !0004062, !0004064 - !0004067, A0166628 - A0166768, A0166770 - A0167020 and A0167072 - A0167046 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.

Michèle C Roberts

Treasurer, Community College District 535

RECAPITULATION Fund	Gross Checks Issued				
	Payroll	Accounts Payable	Sub-Total	Voided Checks	Total
Education	\$ 6,086,498.54	\$ 1,271,290.37	\$ 7,357,788.91	\$ (525.00)	\$ 7,357,263.91
Operation and Maintenance	\$ 640,883.99	\$ 236,726.53	\$ 877,610.52	\$ -	\$ 877,610.52
Operation and Maintenance (Restricted)		\$ 1,503,772.99	\$ 1,503,772.99	\$ (132,343.01)	\$ 1,371,429.98
Bond and Interest		\$ 133,998.02	\$ 133,998.02	\$ -	\$ 133,998.02
Auxiliary Enterprises	\$ 326,346.86	\$ 184,177.18	\$ 510,524.04	\$ -	\$ 510,524.04
Restricted Purposes	\$ 413,397.97	\$ 7,084.70	\$ 420,482.67	\$ -	\$ 420,482.67
Working Cash			\$ -	\$ -	\$ -
Trust and Agency		\$ -	\$ -	\$ -	\$ -
Audit		\$ -	\$ -	\$ -	\$ -
Liability, Protection and Settlement		\$ -	\$ -	\$ -	\$ -
Social Security/Medicare		\$ -	\$ -	\$ -	\$ -
Loan		\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 7,467,127.36	\$ 3,337,049.79	\$ 10,804,177.15	\$ (132,868.01)	\$ 10,671,309.14
STUDENT GOVERNMENT	\$ -	\$ 3,905.70	\$ 3,905.70	\$ -	\$ 3,905.70
TOTAL PER REPORT	\$ 7,467,127.36	\$ 3,340,955.49	\$ 10,808,082.85	\$ (132,868.01)	\$ 10,675,214.84

STUDENT GOVERNMENT AFFIDAVIT
OAKTON COLLEGE
COMMUNITY COLLEGE DISTRICT 535

Certification of Treasurer

I hereby certify that materials and/or services represented by checks on pages 1-16 numbered !0003941, !0003952, !0004001, !0004001, !0004013, !0004015, !0004031, !0004033, !0004064, A0166634, A0166639, A0166879, A0166904, A0166907, A0166907, A0166907 and A0166942 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 \$3,905.70 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 June 2024.

Student Government Association

Acceptance of Treasurer's Report for June 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:js
8/2024

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 June 2024."

OAKTON COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

June 2024

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

Treasurer's Comments on June 2024 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$1.5 million in interest earnings, \$1.0 million in tuition and fees, \$400,000 for the ICCB Trade Schools grant, \$369,000 for the credit hour grant, \$182,000 for the ECACE grant, and \$18,000 for MAP grants.

Net cash and investments decreased \$6.4 million from the previous month, as expected.

The Annual Comprehensive Financial Report as of June 30, 2024 with audited financial data will be available in October.

Page 5. Summary of Education and Operations and Maintenance Funds Revenues and Expenditures

Revenues

At the end of June, revenues were \$97.6 million, or 108% of the prorated budget, compared to \$91.6 million, or 107% for the previous year. Tuition and fees totaled \$21.1 million year to date, or 102% of the prorated budget. Last year, tuition and fees totaled \$19.2 million, or 105% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures were \$75.5 million. The operating expenditures are \$2.7 million (3.7%) above the prior year's actual expenditures of \$72.8 million for the same period. Net transfers total \$8.9 million as budgeted.

OAKTON COLLEGE
FINANCIAL POSITION OF FUNDS AS OF
June 30, 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	\$ (2,294)	\$ (281)	\$ (779)	\$ (533)	\$ 76	\$ 2,895	\$ -	\$ 1,487	\$ 1,525	\$ 2,096
Taxes Receivable	29,008	1,463	-	1,268	-	-	-	(35)	-	31,704
Student Tuition Receivable	6,059	1	5	-	-	894	-	-	-	6,959
Government Funds Receivable	(5)	-	-	-	-	284	-	17	-	296
Lease Receivable	13,653									13,653
Accrued Interest	682	97	172	-	-	16	-	4	228	1,199
Other Receivables	315	1	-	-	-	(24)	-	-	-	292
Investments										
Short-term	84,351	14,167	37,609	4,981	(2,170)	1,513	-	164	33,372	173,987
Long-term	22,906	3,149	4,053	-	-	376	-	128	7,567	38,179
Due from (to) Other Funds	(14,500)	-	-	-	-	14,500	-	-	-	-
Inventories - Prepays	3,034	(1)	-	-	(468)	220	-	-	-	2,785
Total Current Assets	143,209	18,596	41,060	5,716	(2,562)	20,674	-	1,765	42,692	271,150
Net Investment in Plant	-	-	-	-	-	-	102,181	-	-	102,181
Intangible Assets	-	-	-	-	-	-	558	-	-	558
Total Assets	<u>\$ 143,209</u>	<u>\$ 18,596</u>	<u>\$ 41,060</u>	<u>\$ 5,716</u>	<u>\$ (2,562)</u>	<u>\$ 20,674</u>	<u>\$ 102,739</u>	<u>\$ 1,765</u>	<u>\$ 42,692</u>	<u>\$ 373,889</u>
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	956	956
Total Assets and Deferred Outflows of Resources	<u>\$ 143,209</u>	<u>\$ 18,596</u>	<u>\$ 41,060</u>	<u>\$ 5,716</u>	<u>\$ (2,562)</u>	<u>\$ 20,674</u>	<u>\$ 102,739</u>	<u>\$ 1,765</u>	<u>\$ 43,648</u>	<u>\$ 374,845</u>
LIABILITIES AND NET POSITION										
Payables	\$ 1,761	\$ 227	\$ 2,180	\$ -	\$ -	\$ 239	\$ -	\$ 4	\$ -	\$ 4,411
Accrued Interest Payable	-	-	-	-	186	-	-	-	-	186
Deferred Tuition Revenue	8,994	-	97	-	-	285	-	-	-	9,376
Accruals	4,338	578	-	-	-	557	-	47	-	5,520
Bonds Payable	-	-	-	-	57,979	-	-	-	-	57,979
Lease Liability	-	-	-	-	251	-	-	-	-	251
Subscriptions Liability	-	-	-	-	2,311	-	-	-	-	2,311
OPEB Liability	-	-	-	-	-	-	-	-	15,652	15,652
Total Liabilities	15,093	805	2,277	-	60,727	1,081	-	51	15,652	95,686
Deferred Inflows of Resources - Property Taxes	27,912	3,802	-	1,945	-	-	-	48	-	33,707
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	27,710	27,710
Deferred Inflows - Leases	13,653									13,653
Total Liabilities and Deferred Inflows of Resources	56,658	4,607	2,277	1,945	60,727	1,081	-	99	43,362	170,756
Net Position										
Unrestricted	86,551	13,989	38,783	-	-	2,910	-	-	285	142,518
Restricted	-	-	-	-	-	16,683	-	1,666	-	18,349
Debt Service	-	-	-	3,771	(63,289)	-	-	-	-	(59,518)
Plant	-	-	-	-	-	-	102,739	-	-	102,739
Total Net Position	86,551	13,989	38,783	3,771	(63,289)	19,593	102,739	1,666	285	204,088
TOTAL LIABILITIES & NET POSITION	<u>\$ 143,209</u>	<u>\$ 18,596</u>	<u>\$ 41,060</u>	<u>\$ 5,716</u>	<u>\$ (2,562)</u>	<u>\$ 20,674</u>	<u>\$ 102,739</u>	<u>\$ 1,765</u>	<u>\$ 43,647</u>	<u>\$ 374,844</u>

**OAKTON COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
TWELVE MONTHS ENDED JUNE 30, 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	\$ 60,400	\$ 60,887	101%	98%
Replacement Tax	2,000	2,000	2,274	114%	247%
State Revenue	4,335	4,335	5,988	138%	145%
Tuition and Fees	20,698	20,698	21,053	102%	105%
Other	3,159	3,159	7,412	235%	381%
TOTAL REVENUES	\$ 90,592	\$ 90,592	\$ 97,614	108%	107%
EXPENDITURES (accrual basis)					
Instructional	\$ 31,145	\$ 31,145	\$ 29,953	96%	92%
Academic Support	20,606	20,606	18,883	92%	97%
Student Services	9,043	9,043	8,208	91%	88%
Public Services	1,329	1,329	1,173	88%	86%
Operations and Maintenance	8,545	8,545	8,462	99%	91%
General Administration	8,104	8,104	7,853	97%	96%
General Institutional	642	642	960	150%	905%
Contingency	2,271	2,271	-	0%	0%
TOTAL EXPENDITURES	\$ 81,685	\$ 81,685	\$ 75,492	92%	94%
Revenues over (under) expenditures	8,907	8,907	22,122		
Net Fund transfers					
To O & M Fund (Restricted)	(5,000)	(5,000)	(5,000)		
To Auxiliary Fund and Alliance	(2,479)	(2,479)	(2,479)		
To Restricted Purpose Fund	(100)	(100)	(100)		
To Liability, Protection & Settlement Fund	(770)	(770)	(770)		
To Social Security/Medicare Fund	(874)	(874)	(874)		
From Working Cash Fund: Interest	290	290	290		
Total Transfers	\$ (8,933)	\$ (8,933)	\$ (8,933)		
Net Revenue over (under) expenditures	\$ (26)	\$ (26)	\$ 13,189		

**OAKTON COLLEGE
REVENUES AND EXPENDITURES
TWELVE MONTHS ENDED JUNE 30, 2024**

**AGENDA ITEM 8/24-3
6 of 9**

OPERATIONS AND MAINTENANCE FUND (Restricted)	Budget (000)	Actual (000)	Actual as a % of Budget
REVENUES			
Construction Fee	295	297	101%
Interest and Investments Gain/Loss	16	1,348	8425%
Debt Certificates 2023	14,900	14,690	99%
Other Revenue	-	4	0%
Total revenues	15,211	16,339	107%
EXPENDITURES			
Project Management Service	-	380	0%
Electrical Service - Motor Controls	150	-	0%
Electrical Service - Interior	100	-	0%
Courtyards	550	20	4%
Learning Commons RHC	3,064	2,305	75%
Boiler Replacement	1,238	1,080	87%
DP Workplace-Critical Adjacencies	1,700	397	23%
Learning Commons DP - Enabling Project	-	154	0%
Plumbing	350	-	0%
ADA Compliance	131	-	0%
TenHoeve Wing Remodeling	685	808	118%
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	404	71%
Hardware Replacement/Master Keying	1,000	20	2%
Sidewalk Repair and Replacement	100	-	0%
Landscape Improvement	824	1,035	126%
Switchgear Upgrades - Des Plaines	50	12	24%
Pedestrian Path	250	-	0%
Skokie Metal Wall Panel Project	-	1,649	0%
Camera Replacement	500	387	77%
Exterior Envelope	870	-	0%
Baseball Complex Renovation	1,000	615	62%
College Rebrand Signage	52	508	977%
Washroom Upgrades Phase 1	500	-	0%
Contingency	95	-	0%
Total expenditures	14,876	9,931	67%
Transfer in	5,000	5,000	100%
Net	\$ 5,335	\$ 11,408	214%

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,332	\$ 1,681	126%	99%
Workforce Development	210	24	11%	65%
Copy Center	67	109	163%	60%
Athletics	37	45	122%	550%
Child Care	321	390	121%	90%
PAC Operations	1	6	600%	100%
Other	65	75	115%	51%
Interest and Investments Gain/Loss	188	90	48%	118%
Total revenues	2,221	2,420	109%	90%
EXPENDITURES				
Bookstore Operating Expenses	\$ 1,424	\$ 1,555	109%	98%
Workforce Development	200	119	60%	75%
Copy Center	446	430	96%	92%
Athletics	1,302	1,337	103%	124%
Child Care	570	562	99%	98%
PAC Operations	105	101	96%	97%
Auxiliary Services Administration	344	391	114%	103%
Other	479	158	33%	41%
Total expenditures	4,870	4,653	96%	95%
Transfers in (out)	2,272	2,272		
Net	\$ (377)	\$ 39		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
TWELVE MONTHS ENDED JUNE 30, 2024**

	<u>Operating Budget (000)</u>	<u>Prorata Budget (000)</u>	<u>Actual (000)</u>	<u>Actual As a% Budget</u>	<u>Last Year</u>
<u>REVENUES</u>					
State Revenue	\$ 584	\$ 584	\$ 617	106%	111%
Tuition and Fees	1,397	1,397	1,112	80%	67%
Sale of Materials	1	1	-	0%	50%
Institutional Support					
Evening High School	133	133	90	68%	172%
Other Revenues	45	45	23	51%	33%
Total revenues	<u>2,160</u>	<u>2,160</u>	<u>1,842</u>	<u>85%</u>	<u>81%</u>
<u>EXPENDITURES</u>					
Administrative Support	\$ 1,315	1,315	\$ 1,094	83%	76%
Instructional Programs					
Allied Health	148	148	60	41%	50%
Job-related	447	447	611	137%	52%
Personal	13	13	25	192%	183%
Emeritus Programs	64	64	40	63%	48%
High School Programs	136	136	78	57%	55%
ESL Programs	76	76	68	89%	87%
Total Programs	<u>884</u>	<u>884</u>	<u>882</u>	<u>100%</u>	<u>57%</u>
Total expenditures	<u>2,199</u>	<u>2,199</u>	<u>1,976</u>	<u>90%</u>	<u>68%</u>
Revenue over (under) expenditures	<u>\$ (39)</u>	<u>\$ (39)</u>	<u>\$ (134)</u>		
Transfer in	53	53	53		
Net	14	14	(81)		

OAKTON COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
TWELVE MONTHS ENDED JUNE 30, 2024

	Program Generated Revenue	Revenue Allocated to Programs	Total Revenue and Allocation	Expenditures	Program Net Fav (Unfav)
Activity fees	\$ 438,677				
Interest income	74,429				
Sub total revenues	<u>513,106</u>				
369901 Student Government Association	11,105	50,000	61,105	(124,792)	(63,687)
369910 Occurrence	853	15,000	15,853	(673)	15,180
369919 Campus Activities Board	-	60,000	60,000	(55,704)	4,296
369920 Star Wars Club	-	450	450	(34)	416
369922 IEEE	-	2,603	2,603	(173)	2,430
369923 Stud Global Health & Sustain	-	-	-	(210)	(210)
369924 Anime Club	-	401	401	(154)	247
369925 M.A.T.H. Club	-	800	800	-	800
369926 Diversability Club	-	400	400	(317)	83
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	(456)	531
369935 Honors Student Organization	-	1,300	1,300	-	1,300
369936 ANDALE Club	-	15,000	15,000	(14,807)	193
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	(279)	121
369943 Japanese Culture Club	41	731	772	(380)	392
369944 South Asian Club	191	584	775	(285)	490
369945 Physical Therapy Assist.	929	2,545	3,474	(1,118)	2,357
369946 Phi Theta Kappa (PTK)	5,540	15,000	20,540	(17,989)	2,551
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
369952 HOSA Club	-	-	-	(203)	(203)
369954 Korean Culture Club	-	1,089	1,089	(80)	1,009
369955 Environmental Club	1,126	2,181	3,307	(1,874)	1,433
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	(4,388)	(47)
369961 DECA	-	4,815	4,815	(5,969)	(1,153)
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	(307)	1,881
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>21,000</u>	<u>60,000</u>	<u>60,000</u>	<u>(233,881)</u>	<u>(4,823)</u>

Fund Summary

Total Revenues	\$ 534,106
Total Expenditures	(233,881)
Total Transfers to other funds	<u>(105,135)</u>
Excess revenues over expenditures	195,090
Net Position 6/30/23	1,429,803
Net Position, end of period	<u>\$ 1,624,893</u>

OAKTON COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
Jun-24

GENERAL FUND TRANSFERS/PAYMENTS

<u>DATE</u>	<u>AMOUNT</u>	<u>REFUNDS/ STUDENT- DISBURSEMENTS</u>	<u>ILLINOIS SALES TAX</u>	<u>EMPLOYEE HEALTH INSURANCE CCHC</u>	<u>CHASE CREDIT CARD</u>	<u>BOND HOLDER & MISC</u>
	\$ -					
6/7/2024	\$ 887,353.15			\$ 887,353.15		
	\$ -					
6/13/2024	\$ 1,563.00		\$ 1,563.00			
	\$ -					
TOTAL	\$ 888,916.15	\$ -	\$ 1,563.00	\$ 887,353.15	\$ -	\$ -

PAYROLL TAXES - TRANSFERS/PAYMENTS

<u>DATE</u>	<u>AMOUNT</u>	<u>FEDERAL PAYROLL TAXES</u>	<u>STATE PAYROLL TAXES</u>	<u>SURS</u>	<u>CREDIT UNION AND TAX SHELTERS</u>
6/7/2024	\$ 615,152.29	\$ 250,792.24	\$ 83,245.25	\$ 197,249.49	\$ 83,865.31
	\$ -				
6/21/2024	\$ 783,048.74	\$ 352,747.13	\$ 110,671.13	\$ 247,991.26	\$ 71,639.22
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -				
	\$ -				
	\$ -				
TOTAL	\$ 1,398,201.03	\$ 603,539.37	\$ 193,916.38	\$ 445,240.75	\$ 155,504.53

Acceptance of Quarterly Report on Investments

Quarter ended June 30, 2024.

At the end of June 2024, the fair market value of investments totaled \$209.3 million, compared to \$216.8 million at the end of March and \$172.4 million for the same month of the previous year. The average yield for this quarter (before fair value adjustment) of this year and last year are 3.91% and 3.11%, respectively.

Interest income for June 30, 2024 and 2023, before fair market value adjustment, was \$9,678,618 and \$4,876,928, respectively.

The year-to-date fair market value adjustment is favorable \$639,375, compared to a favorable \$59,922 for the same period last year. Fair market adjustment is a reflection of current economic conditions and fluctuating interest rates.

<u>Investments (000)'s</u>	<u>June 30, 2024</u>	<u>March 31, 2024</u>
Certificates of Deposit	\$ 35,329	\$ 46,193
Illinois funds	71,790	67,002
ISDLAF - Liquid and Max General Fund	21,623	6,698
Chase Savings	2,046	1,966
PMA Sunwest ICS	-	-
PMA 2023 Debt Certificates	9,866	15,158
PMA Preferred Bank	1,092	2,352
Treasury Notes	48,963	58,898
U.S. Treasury Obligations (GNMA's)	290	308
U.S. Treasury Obligations (FNMA's)	4,924	4,830
Federal Agency Bonds	1,186	1,194
Local Government Bonds	3,536	3,658
PMA First American MM	52	67
Wntrust Bank	3,204	3,160
Huntington Bank ICS	5,372	5,308
Total	\$ 209,274	\$ 216,793

<u>Fair Market Value Adjustment</u>	<u>FY 2024</u>	<u>FY 2023</u>
1st Quarter	(79,314)	(455,221)
2nd Quarter	487,436	156,305
3rd Quarter	165,551	394,477
4th Quarter	65,702	(35,638)
Year to Date	639,375	59,922

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 accepts the Quarterly Report on Investments for filing.”

Earnings Report
Three Months Ended June 30th, 2024 and 2023

Security	Quarter				Year to Date			
	2024		2023		2024		2023	
	Earnings	Avg Yield	Earnings	Avg Yield	Earnings	Avg Yield	Earnings	Avg Yield
GENERAL FUNDS								
Certificate of Deposit	\$ 583,282	4.70%	\$ 433,495	3.18%	\$ 2,563,103	4.70%	\$ 664,150	3.18%
Money Market			-		-		-	
Illinois Funds	940,037	5.36%	615,469	5.00%	3,327,784	5.35%	1,651,325	3.82%
Chase Savings	15,717	3.13%	6,823	1.58%	59,627	3.11%	18,039	1.10%
ISDLAF - Liq+Max Fund	140,800	5.16%	50,805	3.82%	345,941	5.15%	257,742	2.91%
			-	0.00%	-		-	0.00%
2023 Bond Series B	157,158	5.07%	67,449	3.62%	655,100	5.43%	550,362	3.12%
PMA LGIP -SDA			-	0.00%	-		-	0.00%
PMA NEX Bank	20,115	4.92%	197,713	5.69%	131,777	4.42%	259,738	4.27%
PMA First American	556	5.51%	1,290	4.12%	2,750	4.62%	5,682	3.80%
PMA MainStreet Bank	-	0.00%	187,123	3.78%	314,593	6.11%	187,123	3.78%
Huntington ICS	63,234	4.72%	47,927	3.77%	248,784	4.74%	119,607	2.37%
Wintrust Bank	43,339	5.43%	33,708	4.47%	170,278	5.45%	33,708	4.47%
Treasury Notes	679,163	2.89%	278,898	1.60%	1,600,520	4.05%	888,350	2.35%
GNMA	4,118	6.71%	5,019	6.75%	17,864	6.71%	21,778	6.75%
FNMA	35,319	2.47%	33,643	2.23%	138,557	2.69%	128,969	2.51%
Other Fed Agency Bonds	5,923	1.55%	7,134	1.54%	25,417	1.91%	30,694	2.20%
Municiple and other Bonds	21,421	2.46%	14,510	1.42%	76,523	2.38%	59,661	1.76%
Total	\$ 2,710,182	3.91%	\$ 1,981,006	3.50%	\$ 9,678,618	4.21%	\$4,876,928	3.23%
Fair Mkt Value Adj.	\$ 65,702	0.10%	\$ (35,638)	-0.92%	\$ 639,375	1.25%	\$ 59,922	0.13%

Codes:

Certificate Of Deposit	PMA Financial Network- short term certificates of deposit
Money Market	Illinois School District Liquid Asset Fund
ISDLAF - Citibank	Illinois School District Liquid Asset Fund
ISDLAF - Liq + Max Fund	Illinois School District Liquid Asset Fund
Illinois Funds	Illinois Public Treasurer's Investment Pool
IMET	Illinois Metropolitan Inv. Fund - No Current balance-received distribution of liquidating trust proceeds
Chase	JP Morgan Chase High Yield Account
T-Notes	U.S. Treasury Notes; 2-10 year maturity.
Gnma, Fnma & Fed Agency	A share of pooled mortgages guaranteed by the Federal Government
Municiple And Other Bonds	Bonds issued by local government agencies
PMA - Prudent Man Advisors	PMA Financial Network- Local Government Investment Pool Savings Deposit Accounts
Huntington Mmax	Huntington Bank Money Market

Authorization of Budget Transfers

The following budget transfers are recommended for approval for Fiscal Year 2024.

Overall, these transfers reflect changes and adjustments and balancing of accounts in the items requested for a better financial analysis and presentation in our financial documents submitted to our auditors, the Government Finance Officers Association (GFOA) and the Illinois Community College Board (ICCB) for evaluation.

MR:jg
8/2024

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 budget transfers in accordance with Illinois Compiled Statutes 110 ILCS 805/3-20.1, as listed originally in the FY2024 Budget approved by the Board in June 2023:

Education Fund-01: \$ 1,369,749
to and from 01 accounts as listed on pages 3-13 of item 8/24-5 in the August 2024 agenda book

Operations & Maintenance Fund-02: 316,548
to and from 02 accounts as listed on pages 13-14 of item 8/24-5 in the August 2024 agenda book

O & M Fund (Restricted)-03: 281,974
to and from 03 accounts as listed on page 15 of item 8/24-5 in the August 2024 agenda book

Auxiliary Enterprises Fund-05: 267,779
to and from 05 accounts as listed on pages 15-17 of item 8/24-5 in the August 2024 agenda book.

Total: \$ 2,236,050."

	Education Fund	Operations/ Maintenance Fund	Operations/ Maintenance (Restricted) Fund
Total Budgeted Expenditures:	\$ 73,073,009	\$ 8,585,470	\$ 14,876,002
Total Legal Transfers to Date:	1,369,749	316,548	281,974
Total Legal Limit:	7,307,301	858,547	1,487,600
Contingency Total:	2,081,103	185,714	263,000
Total Contingency Transfers:	382,901	155,794	167,624
Contingency Balance:	1,698,202	29,920	95,376

	Auxiliary Enterprises Fund
Total Budgeted Expenditures:	\$ 6,860,853
Total Legal Transfers to Date:	267,779
Total Legal Limit:	686,085
Contingency Total:	150,000
Total Contingency Transfers:	103,410
Contingency Balance:	46,590

	From:	To:
Fund 01 - Education Fund Transfers		
101120 - Chemistry		
530401 - Maintenance Services - General		2,000.00
540121 - Instructional Materials	(2,000.00)	
101130 - Biology		
530804 - Other Contractual Services		3,402.00
530817 - Other Contractual Services - Cadavers		16,280.00
540121 - Instructional Materials	(9,282.00)	
101180 - Art and Design		
530402 - Maintenance Svcs - Art	(1,710.00)	
540127 - Instructional Materials - Art		8,460.00
101190 - Music		
530401 - Maintenance Services - General	(75.00)	
560201 - Rental - Equipment		75.00
101200 - Humanities/Philosophy		
530911 - Food Service		1,500.00
530973 - Speakers Fees, Honorariums	(1,400.00)	
540201 - Printing	(100.00)	
101265 - Human Services		
540464 - General Memberships and Dues		285.00
550101 - Meeting Expense	(285.00)	
102100 - Registered Nursing		
530902 - Accreditation - Licensing Fees		100.00
540121 - Instructional Materials	(5,620.00)	
540138 - Instructional Special Supplies		5,520.00
102110 - BNAT Nursing		
530954 - PreClinical Reqs for HC Students	(1,400.00)	210.00
540111 - Office Supplies		60.00
540121 - Instructional Materials	(270.00)	1,000.00
540201 - Printing		400.00
102120 - Physical Therapist		
530401 - Maintenance Services - General		85.00
530902 - Accreditation - Licensing Fees		275.00
530914 - Laundry Services	(275.00)	
540121 - Instructional Materials	(30.00)	
540481 - Advertising	(85.00)	
550101 - Meeting Expense		30.00
102145 - Cannabis Dispensary and Patient Care		
540464 - General Memberships and Dues		5.00
102210 - Automobile Technology		
540121 - Instructional Materials	(650.00)	
550101 - Meeting Expense		650.00
102220 - Manufacturing		
540194 - Administrative Special Supply		13,300.00
540195 - Admin Computers <10,000		1,900.00

	From:	To:
580601 - Instructional Equipment >10,000	(15,200.00)	
102310 - Early Childhood Education		
530911 - Food Service	(650.00)	
530973 - Speakers Fees, Honorariums	(1,100.00)	
540121 - Instructional Materials		1,100.00
540483 - Promotional Materials		650.00
102320 - Law Enforcement		
540121 - Instructional Materials		200.00
550101 - Meeting Expense	(200.00)	
180010 - Academic Administration		
510705 - Casual Employee Part-Time		16,000.00
530804 - Other Contractual Services	(16,000.00)	
530911 - Food Service		1,800.00
180020 - Global Studies Program		
530804 - Other Contractual Services	(1,000.00)	
530911 - Food Service		550.00
530971 - Employee Training		1,900.00
530973 - Speakers Fees, Honorariums	(1,150.00)	
540201 - Printing	(300.00)	
180210 - Dean of Curriculum and Development		
530804 - Other Contractual Services	(1,730.00)	
530971 - Employee Training		1,500.00
530973 - Speakers Fees, Honorariums	(1,500.00)	
540111 - Office Supplies	(900.00)	
540121 - Instructional Materials		900.00
550101 - Meeting Expense		2,230.00
590817 - Other Miscellaneous Expense	(500.00)	
180220 - OPAL		
530971 - Employee Training	(2,000.00)	2,000.00
530973 - Speakers Fees, Honorariums		2,000.00
540111 - Office Supplies	(560.00)	
540464 - General Memberships and Dues		560.00
550202 - Other Travel - General	(2,000.00)	
180225 - Co-Curricular Assessment		
530804 - Other Contractual Services		1,000.00
530911 - Food Service	(1,000.00)	
530973 - Speakers Fees, Honorariums		100.00
550101 - Meeting Expense	(100.00)	
180230 - Asst VP For Acad Affairs		
530911 - Food Service	(1,630.00)	
540111 - Office Supplies	(1,980.00)	
540190 - Graduation Supplies	(1,630.00)	
540431 - Postage	(500.00)	
540483 - Promotional Materials		5,740.00
550101 - Meeting Expense	(1,200.00)	

	From:	To:
550202 - Other Travel - General		1,200.00
180315 - All College Learning Day		
530911 - Food Service		6,050.00
180320 - Caring Campus		
530804 - Other Contractual Services		2,300.00
530911 - Food Service		5,000.00
530971 - Employee Training		5,000.00
540111 - Office Supplies		2,000.00
540201 - Printing		200.00
550201 - Local Travel		500.00
180510 - Faculty Professional Development		
530971 - Employee Training		3,500.00
530974 - Faculty Retreat		2,300.00
540121 - Instructional Materials	(5,800.00)	
550204 - Other Travel - Faculty	(3,000.00)	
550207 - Other Travel - PT Faculty		3,000.00
180515 - Center for Teaching Innovation		
530971 - Employee Training		6,000.00
530973 - Speakers Fees, Honorariums		3,000.00
540461 - Publications and Subscriptions	(9,000.00)	
181800 - Council of Deans		
530973 - Speakers Fees, Honorariums	(1,800.00)	4,500.00
550202 - Other Travel - General	(4,500.00)	
181810 - Div of Health Careers		
530202 - Other Consultant Services	(2,000.00)	3,000.00
530801 - Temporary Staffing Services		55,000.00
530804 - Other Contractual Services		2,000.00
530902 - Accreditation - Licensing Fees	(3,000.00)	
540464 - General Memberships and Dues	(5.00)	980.00
540483 - Promotional Materials	(650.00)	
550203 - Other Travel - Administrators	(330.00)	
181830 - Division of Liberal Arts		
510101 - Administrative Staff Salaries	(15,250.00)	
510501 - Office Staff Full-Time	(15,250.00)	
530801 - Temporary Staffing Services		30,500.00
540201 - Printing	(600.00)	
550201 - Local Travel		600.00
181840 - Dean of Business & Career Programs		
540111 - Office Supplies	(3,451.00)	
540194 - Administrative Special Supply		51.00
550203 - Other Travel - Administrators		3,400.00
182010 - Institutional Research		
530201 - Consultant Services	(4,000.00)	
530804 - Other Contractual Services		4,000.00
540464 - General Memberships and Dues		500.00

	From:	To:
550202 - Other Travel - General	(500.00)	
210010 - Library Services		
530401 - Maintenance Services - General		115.00
530804 - Other Contractual Services	(1,289.00)	
530911 - Food Service		344.00
530971 - Employee Training	(127.00)	195.00
540112 - RHC Office Supplies	(50.00)	
540114 - Office Supplies - Catalog		743.00
540115 - Office Supplies - Public Service	(56.00)	1,884.00
540423 - Administrative Software		56.00
540451 - Books and Binding Costs	(115.00)	6,570.00
540461 - Publications and Subscriptions	(8,738.00)	
540464 - General Memberships and Dues		291.00
550201 - Local Travel		177.00
240010 - Information Technology Admin		
540111 - Office Supplies	(220.00)	
540461 - Publications and Subscriptions		120.00
550101 - Meeting Expense		200.00
590801 - Contest Prizes / Awards	(200.00)	100.00
240020 - Software and User Services		
530804 - Other Contractual Services	(76,940.00)	
540423 - Administrative Software		76,940.00
240040 - Campus Technologies		
510501 - Office Staff Full-Time	(75,000.00)	
530801 - Temporary Staffing Services		75,000.00
530804 - Other Contractual Services	(4,800.00)	
530971 - Employee Training	(145.00)	
540111 - Office Supplies	(7,109.00)	
540121 - Instructional Materials	(4,500.00)	
540138 - Instructional Special Supplies	(16,500.00)	6,500.00
540140 - AV Materials (Cable Library)	(2,000.00)	
540168 - Small Replacement Parts		5,500.00
540423 - Administrative Software		4,800.00
550101 - Meeting Expense		145.00
580505 - Admin Computer Equip >10,000		16,500.00
590801 - Contest Prizes / Awards		1,609.00
290000 - Learning Center		
510351 - Tutors	(32,000.00)	
510902 - Student Tutors		30,000.00
530971 - Employee Training		589.14
530973 - Speakers Fees, Honorariums	(300.00)	
540111 - Office Supplies		400.00
540121 - Instructional Materials	(233.67)	
540431 - Postage	(455.47)	
550102 - Student Programming	(1,000.00)	

	From:	To:
550203 - Other Travel - Administrators		1,500.00
550205 - Other Travel - Staff	(1,500.00)	2,000.00
290020 - Testing Center		
540111 - Office Supplies	(561.08)	
540126 - Instructional Material-Test Ctr	(251.80)	
540201 - Printing		251.80
550205 - Other Travel - Staff		561.08
290050 - Access and Disabilty Resource Ctr		
510352 - Interpreting and CART Services	(17,200.00)	
530972 - Staff Seminars and Workshops	(600.00)	322.00
540111 - Office Supplies	(6,600.00)	5,695.00
540121 - Instructional Materials	(1,200.00)	523.00
540201 - Printing	(400.00)	20.00
540423 - Administrative Software		17,200.00
540464 - General Memberships and Dues	(265.00)	350.00
550205 - Other Travel - Staff	(6,845.00)	9,000.00
299180 - Trio Firtst Generation		
530973 - Speakers Fees, Honorariums	(400.00)	
550102 - Student Programming		400.00
310010 - Office of Admission		
530804 - Other Contractual Services		308.00
530911 - Food Service	(1,597.37)	34.84
530971 - Employee Training	(34.84)	512.00
540111 - Office Supplies	(2,303.00)	6,133.59
540195 - Admin Computers <10,000		2,303.00
540201 - Printing	(1,000.00)	3,110.63
540206 - Print - Recruitment Market	(906.00)	
540431 - Postage	(2,901.67)	2,006.17
540464 - General Memberships and Dues	(2,491.00)	
540481 - Advertising	(6,160.00)	500.00
540483 - Promotional Materials	(891.72)	
550101 - Meeting Expense	(512.00)	
550201 - Local Travel		599.97
550202 - Other Travel - General	(599.97)	3,289.37
310015 - Student Success Team		
530911 - Food Service	(1,000.00)	
530973 - Speakers Fees, Honorariums	(2,000.00)	
540111 - Office Supplies		3,000.00
310016 - SST - Persistence Project		
540483 - Promotional Materials	(556.00)	
550101 - Meeting Expense		556.00
320010 - Academic Advising		
530971 - Employee Training		1,940.00
540201 - Printing	(1,250.00)	
540464 - General Memberships and Dues	(690.00)	

	From:	To:
550203 - Other Travel - Administrators		2,500.00
550205 - Other Travel - Staff	(2,500.00)	
320040 - New Student Orientation		
530201 - Consultant Services	(6,000.00)	
530971 - Employee Training		1,000.00
540111 - Office Supplies	(2,730.00)	
540201 - Printing		5,330.00
540431 - Postage	(2,600.00)	
540481 - Advertising	(400.00)	
540483 - Promotional Materials		7,600.00
550103 - Conference Registrations	(1,200.00)	
550202 - Other Travel - General	(1,000.00)	
330000 - Health Services		
530201 - Consultant Services	(8,500.00)	1,425.00
530804 - Other Contractual Services	(325.00)	3,450.00
530810 - Contra Contract Svcs-HC Students		1,700.00
530816 - Contra CSvcs-HC Student Immunizations	(450.00)	2,000.00
540111 - Office Supplies	(2,330.00)	2,500.00
540194 - Administrative Special Supply		10,210.00
540464 - General Memberships and Dues	(2,200.00)	
550201 - Local Travel	(1,100.00)	
330010 - Care Coordinator		
530911 - Food Service		1,350.00
530971 - Employee Training	(1,000.00)	2,000.00
530973 - Speakers Fees, Honorariums	(350.00)	500.00
540111 - Office Supplies		4,000.00
540201 - Printing		250.00
540464 - General Memberships and Dues	(500.00)	500.00
550102 - Student Programming	(1,500.00)	1,500.00
550201 - Local Travel		500.00
550202 - Other Travel - General		1,000.00
330015 - Counseling Services		
530911 - Food Service		1,800.00
530971 - Employee Training	(425.00)	
530973 - Speakers Fees, Honorariums	(500.00)	
540111 - Office Supplies	(600.00)	1,650.00
540121 - Instructional Materials	(400.00)	
540201 - Printing		425.00
550202 - Other Travel - General	(750.00)	
340000 - Office of Financial Assistance		
510501 - Office Staff Full-Time	(20,430.00)	
510705 - Casual Employee Part-Time		12,105.00
530201 - Consultant Services		8,325.00
350000 - Career and Transfer Center		
530911 - Food Service	(967.33)	

	From:	To:
540136 - Assessment/Testing Materials	(1,085.56)	
550102 - Student Programming	(100.00)	
550205 - Other Travel - Staff		2,052.89
360000 - Student Life		
510501 - Office Staff Full-Time	(3,500.00)	
510561 - Office Staff Overtime	(2,000.00)	
510901 - Student Employees		5,500.00
530804 - Other Contractual Services	(1,000.00)	
530911 - Food Service		1,000.00
540208 - Printing - Brochures/Handbooks		600.00
360040 - iAndale!		
510901 - Student Employees	(3,000.00)	
530804 - Other Contractual Services		1,500.00
530911 - Food Service		1,500.00
540201 - Printing		322.00
540483 - Promotional Materials		850.00
550202 - Other Travel - General	(322.00)	
550205 - Other Travel - Staff	(850.00)	
360045 - Black Student Success		
540111 - Office Supplies	(300.00)	5.00
540201 - Printing		100.00
540431 - Postage	(500.00)	
540461 - Publications and Subscriptions	(405.00)	
540481 - Advertising		500.00
590801 - Contest Prizes / Awards		600.00
380000 - Student Affairs Administration		
530201 - Consultant Services	(980.00)	
550202 - Other Travel - General	(1,000.00)	
550203 - Other Travel - Administrators		1,980.00
381000 - Dean of Enrollment Management		
530971 - Employee Training		1,091.84
540111 - Office Supplies	(423.00)	
540194 - Administrative Special Supply		423.00
550101 - Meeting Expense	(20.00)	
381010 - Equity Outreach		
530971 - Employee Training	(550.00)	
550203 - Other Travel - Administrators	(500.00)	
590824 - Event Sponsorship		2,350.00
391000 - Enrollment Services		
530971 - Employee Training	(1,071.84)	2,031.00
540111 - Office Supplies		7,663.78
540431 - Postage	(9,302.78)	
540464 - General Memberships and Dues	(1,200.00)	
550101 - Meeting Expense	(261.00)	
550201 - Local Travel	(221.00)	

	From:	To:
550202 - Other Travel - General	(610.00)	
550203 - Other Travel - Administrators		2,500.00
430000 - Performing Arts Center		
530804 - Other Contractual Services	(3,000.00)	9,500.00
540170 - Theater Stage Materials	(2,500.00)	
540201 - Printing	(7,000.00)	
540431 - Postage	(3,000.00)	
550202 - Other Travel - General		6,000.00
437020 - Workforce Development/Apprenticeship		
530911 - Food Service	(50.00)	
540111 - Office Supplies		100.00
550102 - Student Programming	(100.00)	
550201 - Local Travel		50.00
437025 - Workforce Development/Internships		
530911 - Food Service	(1,100.00)	
540111 - Office Supplies		450.00
540201 - Printing	(150.00)	
540431 - Postage	(200.00)	
540451 - Books and Binding Costs	(400.00)	500.00
540464 - General Memberships and Dues		600.00
540481 - Advertising		750.00
550102 - Student Programming	(450.00)	
440205 - Emory Williams Academy for Black Men		
530973 - Speakers Fees, Honorariums	(3,500.00)	
540121 - Instructional Materials	(1,500.00)	
540201 - Printing	(2,500.00)	
550101 - Meeting Expense		1,500.00
550102 - Student Programming		6,000.00
440300 - Visual Arts Center		
530973 - Speakers Fees, Honorariums	(327.96)	
550101 - Meeting Expense	(768.00)	
550205 - Other Travel - Staff		1,095.96
450000 - Emeritus - Education Fund		
510402 - ALL P-T Fall Faculty Salary	(1,800.00)	
530804 - Other Contractual Services	(1,000.00)	
530805 - Contract Instructors		3,200.00
540111 - Office Supplies	(200.00)	
540201 - Printing	(7,000.00)	
540431 - Postage		7,000.00
550201 - Local Travel	(200.00)	
460100 - Campus Scheduling and Event Coordination		
530971 - Employee Training	(300.00)	
540111 - Office Supplies		525.00
540201 - Printing	(225.00)	

	From:	To:
810000 - Office of the President		
530201 - Consultant Services		47,000.00
530911 - Food Service		1,500.00
530971 - Employee Training	(500.00)	
540111 - Office Supplies	(1,228.00)	
540166 - Miscellaneous Supplies/Tools		800.00
540423 - Administrative Software		28.00
540431 - Postage		400.00
550203 - Other Travel - Administrators	(1,000.00)	
820100 - Ofc of Access, Equity and Diversity		
530202 - Other Consultant Services	(2,000.00)	
530971 - Employee Training		400.00
530972 - Staff Seminars and Workshops		8,000.00
540201 - Printing	(1,000.00)	
540464 - General Memberships and Dues	(1,500.00)	
550203 - Other Travel - Administrators	(3,500.00)	
820120 - Center for Campus Inclusion & Diversity		
530804 - Other Contractual Services	(1,000.00)	
530911 - Food Service		1,000.00
820125 - Student Conduct and Title IX		
530971 - Employee Training	(1,000.00)	
830000 - College Advancement Marketing		
530201 - Consultant Services	(8,000.00)	10,000.00
540111 - Office Supplies	(8,000.00)	
540194 - Administrative Special Supply		3,000.00
540431 - Postage	(5,000.00)	
540481 - Advertising	(90,000.00)	73,000.00
540483 - Promotional Materials		106,200.00
550101 - Meeting Expense	(1,000.00)	
550203 - Other Travel - Administrators		1,000.00
830005 - Oakton College Brand Refresh		
530201 - Consultant Services	(45,000.00)	
540431 - Postage	(30,000.00)	
540481 - Advertising		155,000.00
831000 - Media Relations and Communications		
530201 - Consultant Services	(3,500.00)	
530971 - Employee Training	(505.00)	
540201 - Printing		500.00
540461 - Publications and Subscriptions		1,500.00
540481 - Advertising	(300.00)	100.00
550101 - Meeting Expense		505.00
550203 - Other Travel - Administrators		200.00
550205 - Other Travel - Staff	(700.00)	2,000.00
840000 - Human Resources		
510705 - Casual Employee Part-Time		5,000.00

	From:	To:
530408 - Wellness Committee Support		5,000.00
530804 - Other Contractual Services	(5,340.00)	5,000.00
530971 - Employee Training	(4,000.00)	
530972 - Staff Seminars and Workshops	(500.00)	
540194 - Administrative Special Supply		5,340.00
540201 - Printing		300.00
540464 - General Memberships and Dues		200.00
540481 - Advertising	(30,000.00)	
550203 - Other Travel - Administrators		6,000.00
550205 - Other Travel - Staff		9,000.00
550401 - Recruitment Travel		9,000.00
850000 - Administrative Affairs/Treasurer		
510101 - Administrative Staff Salaries	(75,170.00)	
510705 - Casual Employee Part-Time	(5,000.00)	
530801 - Temporary Staffing Services		75,170.00
530804 - Other Contractual Services		57,500.00
530811 - Contract Services	(3,000.00)	
540464 - General Memberships and Dues		3,000.00
850010 - Budget and Accounting Services		
540431 - Postage	(20.80)	
540481 - Advertising		20.80
850020 - Procurement		
530804 - Other Contractual Services	(900.00)	
540111 - Office Supplies		400.00
540481 - Advertising		500.00
910000 - Board of Trustees		
530911 - Food Service		5,000.00
550202 - Other Travel - General	(5,000.00)	
940000 - Ofc: Grant Strategy and Development		
510901 - Student Employees		5,100.00
530804 - Other Contractual Services	(5,100.00)	
550103 - Conference Registrations		1,536.00
550202 - Other Travel - General	(1,536.00)	
940010 - Advancement		
510501 - Office Staff Full-Time	(58,750.00)	
530201 - Consultant Services	(8,925.00)	
530801 - Temporary Staffing Services		32,500.00
530804 - Other Contractual Services	(6,000.00)	26,250.00
530971 - Employee Training	(1,000.00)	
540111 - Office Supplies		4,000.00
540201 - Printing		600.00
540431 - Postage		6,000.00
540464 - General Memberships and Dues	(3,000.00)	5,315.00
550202 - Other Travel - General		1,000.00
550203 - Other Travel - Administrators		2,010.00

	From:	To:
950000 - Commencement		
530804 - Other Contractual Services		6,000.00
530911 - Food Service	(6,000.00)	
960040 - Oakton College Transition		
540194 - Administrative Special Supply		171.00
960045 - ADA Accommodations		
540194 - Administrative Special Supply		8,000.00
970000 - Contingency		
590901 - Contingency	(382,901.00)	
Total - Education Fund:	(1,369,748.86)	1,369,748.86

Fund 02 - Operations & Maintenance Fund Transfers

710000 - Building Maintenance		
530401 - Maintenance Services - General	(735.00)	10,000.00
530409 - Maintenance Services - HVAC		37,304.86
530804 - Other Contractual Services	(29,500.00)	
530971 - Employee Training		55.00
540161 - Maintenance Supplies - General	(55.00)	4,000.00
540162 - HVAC Supplies	(15,904.86)	
540309 - 3601-3615 Classroom Conversion		4,000.00
560201 - Rental - Equipment		10,500.00
710010 - Building Maintenance - RHC		
530401 - Maintenance Services - General	(7,000.00)	
540194 - Administrative Special Supply		7,000.00
720000 - Operations and Housekeeping		
540194 - Administrative Special Supply		900.00
580506 - Service Equipment >10,000	(900.00)	
730000 - Grounds Maintenance		
530401 - Maintenance Services - General		2,500.00
540161 - Maintenance Supplies - General	(2,600.00)	
540194 - Administrative Special Supply		14,500.00
560201 - Rental - Equipment		2,600.00
730005 - Grounds Maintenance - Naturalist		
530804 - Other Contractual Services		11,600.00
530971 - Employee Training		12.00
540121 - Instructional Materials	(126.00)	
540161 - Maintenance Supplies - General	(37.00)	1,400.00
540194 - Administrative Special Supply	(700.00)	
540423 - Administrative Software	(1,500.00)	
540464 - General Memberships and Dues	(103.00)	25.00
550103 - Conference Registrations		229.00
730010 - Grounds Maintenance - RHC		
530804 - Other Contractual Services		6,500.00

	From:	To:
740000 - Oakton Community College Police Department		
510751 - Other Staff Full-Time	(37,200.00)	
510810 - Other Staff Overtime	(8,000.00)	
510901 - Student Employees		5,000.00
530804 - Other Contractual Services	(1,205.00)	48,740.00
530971 - Employee Training	(100.00)	
540121 - Instructional Materials		805.00
540165 - Firearms Training And Supplies	(50.00)	20,354.00
540167 - Uniforms		50.00
540194 - Administrative Special Supply		6,745.00
540201 - Printing	(1,825.00)	2,650.00
540431 - Postage		25.00
540464 - General Memberships and Dues		500.00
550101 - Meeting Expense	(70.00)	
550201 - Local Travel		20.00
550205 - Other Travel - Staff		50.00
750000 - Transportation		
530804 - Other Contractual Services		3,150.00
540181 - Gas, Oil, License	(700.00)	
540201 - Printing		550.00
760100 - Utilities		
570402 - Lee Center 'Water, Sewage		735.00
760110 - Utilities - RHC		
570901 - Refuse Disposal	(553.79)	
570903 - Lee Center 'Refuse Disposal		553.79
760400 - Oakton Sustainability Center		
530973 - Speakers Fees, Honorariums	(1,000.00)	
540111 - Office Supplies	(2.00)	
540121 - Instructional Materials	(385.00)	862.00
540161 - Maintenance Supplies - General	(1,000.00)	
540194 - Administrative Special Supply	(2,000.00)	4,000.00
540423 - Administrative Software		2,385.00
540464 - General Memberships and Dues	(360.00)	
550202 - Other Travel - General	(500.00)	
780000 - Director of Facilities		
530201 - Consultant Services	(5,000.00)	
530305 - Engineering Consulting Services		3,600.00
530804 - Other Contractual Services		93,625.00
540111 - Office Supplies		9,000.00
540423 - Administrative Software	(11,000.00)	
540464 - General Memberships and Dues	(700.00)	22.00
550101 - Meeting Expense	(22.00)	
970000 - Contingency		
590901 - Contingency	(185,714.00)	
Total - Operations & Maintenance Fund:	(316,547.65)	316,547.65

	From:	To:
Fund 03 - Operations & Maintenance (Restricted) Fund Transfers		
792035 - Plumbing		
540395 - Capitalized Projects	(114,350.00)	
792210 - ECE Re-flooring		
540395 - Capitalized Projects		23,490.00
792300 - CDL Program Parking Lot Upgrades		
540395 - Capitalized Projects		34,000.00
792605 - Capital Equipment		
580506 - Service Equipment >10,000		58,000.00
793525 - College Rebrand Signage		
540395 - Capitalized Projects		166,484.00
970000 - Contingency		
540395 - Capitalized Projects	(167,624.00)	
 Total - Operations & Maintenance (Restricated) Fund:	(281,974.00)	281,974.00
Fund 05 - Auxiliary Fund Transfers		
329720 - Conference for Promoting STEM		
530911 - Food Service		5,000.00
550201 - Local Travel		100.00
550202 - Other Travel - General	(5,100.00)	
416800 - ALLiance		
530804 - Other Contractual Services	(1,000.00)	
550203 - Other Travel - Administrators		1,000.00
550205 - Other Travel - Staff		795.00
560103 - Rent - Facilities - HS Classrooms	(3,445.90)	
560105 - Rent - Facilities - High School		3,445.90
416801 - ALL Adult and Continuing Education		
540111 - Office Supplies	(100.00)	
540201 - Printing	(100.00)	
550101 - Meeting Expense		100.00
550201 - Local Travel	(120.00)	100.00
550203 - Other Travel - Administrators	(640.00)	
550205 - Other Travel - Staff		760.00
416802 - Dir Operations and Administration		
550205 - Other Travel - Staff	(795.00)	
416820 - Job Related Programs		
530804 - Other Contractual Services	(13,600.00)	100,000.00
530805 - Contract Instructors	(2,000.00)	7,000.00
540501 - Cost of Books Sold		600.00
416840 - Personal Programs		
530804 - Other Contractual Services	(2,400.00)	
530805 - Contract Instructors		3,500.00
540121 - Instructional Materials		900.00

	From:	To:
420000 - ALL Emeritus Comm Services - Aux Fund		
540201 - Printing		8,000.00
540431 - Postage	(8,000.00)	
426820 - Kids/Youth Program		
530804 - Other Contractual Services		6,000.00
437010 - Workforce Development Admin		
540111 - Office Supplies		27.00
540431 - Postage	(27.00)	
550201 - Local Travel		500.00
550203 - Other Travel - Administrators	(500.00)	
440100 - Women's Program Events		
540121 - Instructional Materials	(100.00)	
540201 - Printing		500.00
540431 - Postage	(500.00)	
540464 - General Memberships and Dues		100.00
611100 - Food Service Operations		
530401 - Maintenance Services - General	(3,665.00)	
540194 - Administrative Special Supply		2,775.00
611200 - Food Service Operations - RHC		
530401 - Maintenance Services - General	(610.00)	890.00
530804 - Other Contractual Services		610.00
640000 - Athletics		
510751 - Other Staff Full-Time		63,361.00
520101 - Employee Benefits		15,422.00
530804 - Other Contractual Services	(1,500.00)	850.00
540121 - Instructional Materials	(400.00)	
540134 - Athletic Equipment Supplies	(5,000.00)	10,320.00
540167 - Uniforms		5,000.00
540431 - Postage	(170.00)	
540464 - General Memberships and Dues	(3,100.00)	
540483 - Promotional Materials	(850.00)	800.00
550101 - Meeting Expense		2,500.00
550202 - Other Travel - General	(14,250.00)	
550208 - Post Season Travel	(1,500.00)	
560101 - Rent - Facilities - General		9,200.00
560201 - Rental - Equipment		5,000.00
560503 - Insurance For Athletics	(2,000.00)	
580204 - Sports Fields	(4,900.00)	
647180 - Fitness Center		
510751 - Other Staff Full-Time	(63,361.00)	
520101 - Employee Benefits	(15,422.00)	
540121 - Instructional Materials		1,400.00
540464 - General Memberships and Dues	(1,400.00)	

	From:	To:
667510 - ECE Lab Schools - RHC		
530902 - Accreditation - Licensing Fees		325.00
540121 - Instructional Materials		3,410.00
540464 - General Memberships and Dues	(325.00)	
667590 - Infant/Toddler Conference		
530911 - Food Service	(750.00)	
530973 - Speakers Fees, Honorariums		750.00
850030 - Auxiliary Services Administration		
530971 - Employee Training	(3,700.00)	
550103 - Conference Registrations	(23.00)	
550205 - Other Travel - Staff		3,723.00
970000 - Contingency		
590901 - Contingency	(103,410.00)	
980000 - Receiving & Copy Center		
530401 - Maintenance Services - General		2,029.00
530804 - Other Contractual Services	(2,929.00)	
540111 - Office Supplies	(86.00)	
540164 - Paper Products		900.00
540194 - Administrative Special Supply		86.00
Total - Auxiliary Fund:	(267,778.90)	267,778.90

Supplemental Payment of Professional Pay – Summer 2024

Comparative figures:

Summer 2024 Part-Time	Summer 2023 Part-Time
\$1,675,012.58	\$1,540,854.56
Summer 2024 Overload	Summer 2023 Overload
\$2,109,258.74	\$1,906,775.23

IL:jg
8/2024

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$294,768.30 to the total amount of part-time teaching salaries paid during the summer 2024 semester. The revised, total payment amount is \$1,675,012.58.”

“Be it further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$42,947.95 to the total amount of faculty overload salaries paid during the summer 2024 semester. The revised, total payment amount is \$2,109,258.74.”

Approval of Clinical Practice Agreements

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

Fire Science Program

Amended: This is an amendment to the agreement for the Fire Sciences Program. It has been reviewed and approved by the College faculty and administration. This is a one-year agreement which commenced on August 1, 2024 and terminates on August 1, 2025

Medical Assistant Program

Renewal: This is a renewal agreement for the Medical Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a five-year agreement which commences on August 20, 2024 and terminates on August 20, 2029

Nursing Program

Renewal: This is a renewal agreement for the Nursing Program. It has been reviewed and approved by the College faculty and administration. This is an auto renewal agreement which commences on August 20, 2024.

IL:sa
8/2024

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:

Fire Science Program (1)
Medical Assistant Program (1)
Nursing (1).”

Approval of MOU with YWCA Evanston/North Shore

YWCA Evanston/North Shore and Oakton College established a collaboration to provide a comprehensive program to support women of color interested in obtaining a certificate in web-based design. The MOU outlines the roles and responsibilities held by each organization.

JLS:bs
8/2024

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 Memorandum of Understanding between Oakton College and YWCA Evanston/North Shore."

Memorandum of Understanding

YWCA Evanston/North Shore and Oakton College

YWCA Evanston/North Shore (YWCA) and Oakton College (Oakton) established a collaboration to provide a comprehensive program to support women of color interested in obtaining a certificate in web-based design.


To sustain the collaboration, it is necessary for the YWCA and Oakton to document the roles and responsibilities held by each. This document outlines our assumptions about this cooperative venture.

It is our mutual belief and agreement that, as of August 1, 2024

- 1) The YWCA assumes responsibility for promoting and recruiting prospective students to participate in the web design program.
- 2) Oakton will provide an instructor to teach two (2) cohorts of **20** students each 7 credits of web design courses annually (adhering to Oakton's policies and procedures and collective bargaining agreements for Oakton faculty). The schedule of course offerings shall be agreed upon by the Director of Economic Advancement of the YWCA and the Professor and Chair, Computer Technologies and Information Systems.
- 3) Courses will be offered in an on-line or hybrid format beginning in September, 2024.
- 4) The YWCA will provide all wrap-around support services to students enrolled in the program to ensure student success and completion.
- 5) Oakton will not charge student tuition or fees and will recover the cost of instruction through anticipated state apportionment dollars (two years delayed). The YWCA agrees to pay Oakton College \$7,000 (the difference between the cost of instruction and anticipated apportionment dollars for the 2 cohorts). Payment schedule shall consist of two payments of \$3500 pending receipt of an Oakton invoice for each of the two payments with the first invoice coming in August 2024 and the final invoice coming in January 2025. The invoice should be submitted to Kristin Drake at kdrake@ywca-ens.org.
- 6) Oakton will provide access to any Learning Management Systems (such as *Desire to Learn*) for YWCA employees who provide tutoring support to registered students in the classes.
- 7) This Memorandum of Understanding shall be reviewed periodically, and changes may be implemented in writing upon the agreement of the YWCA and Oakton.

This Memorandum of Understanding shall be effective upon the signature of authorized officials from the YWCA and Oakton and continue through June 30, 2025.

Signatures and dates:

DocuSigned by:

6A7C2E94537E464...
Joianne Smith
President
Oakton College

7/27/2024

Date



Chere Ledet
President & CEO
YWCA Evanston/North Shore

24/07/24

Date

Authorization to Approve August 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 June 2024 Board of Trustees Meeting. Item “f” has not been previewed.

MR:tt
8/2024

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>
8/24-9a	1	Illinois Community College Risk Management Consortium (ICCRMC) – One-Year Renewal	Illinois Community College Risk Management Consortium c/o Nugent Consulting Group Northbrook, IL	\$967,752.00
8/24-9b	1	Splunk Software License, Updates and Support – One-Year Renewal	Optiv Security, Inc. Denver, CO	\$34,876.80
8/24-9c	1	Adobe Creative Cloud Software Lease and Support – One-Year Renewal	JensenIT, Inc. Des Plaines, IL	\$56,160.00
8/24-9d	2	Information Technology Services Management (ITSM) System – Five-Year Contract	TeamDynamix Columbus, OH	\$556,943.36
8/24-9e	2	Plagiarism Prevention Software – Three-Year Contract	Turnitin, LLC Oakland, CA	\$95,725.00
8/24-9f	1	Temporary Staffing Services for Interim Chief of Police	MGT of America Consulting, LLC Northfield, IL	\$125,000.00
GRAND TOTAL				\$1,836,457.16.”

IN DISTRICT	\$1,148,912.00
CONSORTIUM	\$967,752.00
BID	\$0.00
BID EXEMPT	\$687,545.16
QBS	\$0.00
CERT. MBE	\$0.00
CERT. WBE	\$0.00
NON-CERT. MBE	\$0.00
NON-CERT. WBE	\$0.00

Authorization to Purchase Illinois Community College Risk Management Consortium (ICCRMC) – One-Year Renewal

The Illinois Community College Risk Management Consortium (ICCRMC) comprises 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.

Oakton’s overall gross premiums will increase by 4.6% from FY2024 to FY2025, from \$1,015,111.68 to \$1,061,582.00. This is primarily due to higher rates in the property and casualty market. Beginning in FY2023, ICCRMC no longer has a group program for cybersecurity insurance, and each institution will receive its own individual policy with pricing and coverage terms specific to the individual institution’s risk profile. Included in the premiums are \$31,362.00 for cybersecurity coverage.

Type of Insurance	FY2024	FY2025	Increase (Decrease)
General Liability	\$293,437.00	\$306,670.00	\$13,233.00
Property	\$136,910.00	\$159,965.00	\$23,055.00
Workers Compensation, Net	\$321,785.00	\$317,320.00	(\$4,465.00)
Educators Legal Liability & Student Medical Malpractice	\$176,528.00	\$182,449.00	\$5,921.00
Foundation	\$1,500.00	\$1,500.00	\$0.00
Student Athletic Injury	\$43,194.00	\$62,316.00	\$19,122.00
Cyber Cost	\$41,757.68	\$31,362.00	(\$10,395.68)
TOTAL CONTRIBUTIONS	\$1,015,111.68	\$1,061,582.00	\$46,470.32
Less Dividends (Estimate):	(\$75,850.00)	(93,830.00)	(\$17,980.00)
TOTAL	\$939,261.68	\$967,752.00	\$28,490.32

Oakton’s final premium payout of \$967,752.00 is net of dividends. The dividend is the amount of premium which exceeds the losses and consortium’s overhead expenses and is returned to participants in proportion to their premiums paid to the consortium. The dividend calculation for each insurance coverage line is calculated based on different pool years and surpluses. The dividend payout is subject to ICCRMC members’ approval in June. Oakton’s share of dividends was \$75,850.00 in FY2024 and \$93,830.00 in FY2025.

MR:tt
8/2024

President’s Recommendation:

That the Board adopts the following resolution:

Be it resolved that the Board of Trustees of Community College District No. 535 authorizes the purchase of risk management insurance for Liability, Property, Worker’s Compensation, Public Officials Educators Legal Liability, Foundation, Student Malpractice, Student-Athlete, and cyber coverage from Illinois Community College Risk Management Consortium, c/o Nugent Consulting Group, 2409 Peachtree Lane, Northbrook, IL 60062, in the amount of \$967,752.00.”

Authorization to Purchase Splunk Software License, Updates and 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.

The current trend in the information technology industry allows manufacturers to give one preferred reseller special, discounted pricing, effectively eliminating the motivation for other companies to submit pricing. In the past, the College has had unsatisfactory bid responses for these types of bids because vendors are resistant to submitting a bid after the manufacturer has selected and identified the supplier. In addition, this purchase is bid-exempt in accordance with 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."

The College received a quote from the manufacturer's preferred reseller, Optiv Security, Inc., Denver, CO, for \$34,876.80. The College has used the vendor for several recent purchases, and the Administration is confident they can meet the College's needs.

PS:tt
8/2024

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District No. 535 authorizes the purchase of Splunk Enterprise Software License – One-Year Renewal, from Optiv Security, Inc, 1144 15th Street, Suite 2900, Denver, CO 80202, for a total amount of \$34,876.80 per their price quote #3927123-2, dated June 24, 2024."

Authorization to Purchase Adobe Creative Cloud Software Lease and Support – One-Year Renewal

The College relies heavily on 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 300 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.

The College obtained quotes from four different Adobe-authorized resellers, with JensenIT, Inc., Des Plaines, IL, submitting the lowest price quote. The cost for the one-year renewal is \$56,160.00. JensenIT, Inc. is an in-district reseller that the College has used for recent purchases, and the Administration is confident they can meet the College's needs.

This purchase is bid-exempt in accordance with 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.”

PS:tt
8/2024

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District No. 535 authorizes the purchase of Adobe Creative Cloud Software Lease and Support – One-Year Renewal from JensenIT, Inc., 1689 Elk Boulevard, Des Plaines, IL 60016, for a total amount of \$56,160.00.”

Authorization to Purchase Information Technology Service Management (ITSM) System – Five-Year Contract

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. This has allowed the Information Technology department to have a single software to review issues, concerns, and requests that come into the department and employees to have a single resource to monitor their requests to IT. In 2020, the Payroll department also started using Cherwell to track their requests, increasing efficiency and providing a better customer experience. Cherwell was bought by Ivanti in 2021, and in 2023, it was announced they will no longer support the product after December 2025.

Upon receiving the end-of-life announcement for Cherwell, the Information Technology department saw it as an opportunity to conduct a comprehensive review of the current state of ITSM software. The department evaluated several software solutions, including Ivanti Neurons, FreshWorks, ServiceNow, Halo, TeamDynamix, and more, ensuring that the department left no stone unturned to find the best solution for the College. The Payroll department was also invited to participate in the review and testing of the finalists, further enhancing the thoroughness of the process.

After the evaluation process, the College is confident that TeamDynamix is the best software to meet the needs of the College and its departments. TeamDynamix offers integrated information technology service management software based on current Information Technology Information Library (ITIL) standards. The software suite includes project management, change management, and asset management software. The license also consists of a TeamDynamix iPaaS site license that connects with other Oakton systems to help with information and processes such as onboarding, new computer deployment, and construction-related office moves.

TeamDynamix is a system used by 500 higher education institutions, with 30% being community colleges and 20 higher education institutions in Illinois, including Moraine Valley Community College. The software suite included in TeamDynamix allows for consolidating services and would replace other software owned by the College, such as Asana. TeamDynamix aligns with the department's strategic goal of improving business processes as an ITIL-based software system. The updated interface and customer portal promote IT's mission to simplify Technology while expanding services to students and supporting the College's efforts to support adult students who need support after hours. Our agreement with TeamDynamix offers unlimited licenses, allowing the College to expand the system to other areas and create an enterprise-level service management system.

This purchase is bid-exempt in accordance with 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."

The Administration seeks approval to purchase a five-year contract for TeamDynamix, including initial implementation costs, as follows:

Description	Cost
Initial Implementation fee	\$25,000.00
Year 1 (Sept. 1, 2024 – August 31, 2025)	\$92,500.00
Year 2 (Sept. 1, 2025 – August 31, 2026)	\$98,975.00
Year 3 (Sept. 1, 2026 – August 31, 2027)	\$105,903.25
Year 4 (Sept. 1, 2027 – August 31, 2028)	\$113,316.48
Year 5 (Sept. 1, 2028 – August 31, 2029)	\$121,248.63
Total	\$556,943.36

PS:tt
8/2024

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 Information Technology Service Management (ITSM) System – Five-Year Contract from TeamDynamix, 1600 Dublin Road, Suite 200, Columbus, OH 43215, for a total not to exceed \$556,943.36.”

Authorization to Purchase Plagiarism Prevention Software – Three-Year Contract Renewal

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 that highlights instances of potential plagiarism and provides 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 breakdown is as follows:

Term	Cost
Year 1 (Sept. 11, 2024 – Sept 10, 2025)	\$30,400.00
Year 2 (Sept. 11, 2025 – Sept 10, 2026)	\$32,075.00
Year 3 (Sept. 11, 2026 – Sept 10, 2027)	\$33,250.00
Total	\$95,725.00

This purchase is bid-exempt in accordance with 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.”

PS:tt
8/2024

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 Plagiarism Prevention Software -Turnitin – Three-Year Contract Renewal from Turnitin, LLC, 2101 Webster Street, Suite 1900, Oakland, California, 94612, for a total not to exceed \$95,725.00.”

Authorization to Purchase Temporary Staffing Services for Interim Chief of Police

The College has engaged a third-party staffing firm, MGT of America Consulting LLC, to fill the interim Chief of Police role while recruiting for a permanent hire. MGT of America (previously GovHR USA/GovTemps USA) is a board-approved firm. The Administration is seeking approval to extend the amount of the approved budget to cover the contract for the Interim Chief of Police up to \$125,000.00. The current approved budget of up to \$250,000.00 is a college-wide budget that did not include the cost of the Interim Chief of Police position. This service will ensure that the key position of Chief of Police is filled while the College recruits for the vacant position. The anticipated contract period is up to 26 weeks, until January 3, 2025, depending on when the incumbent is hired and can start.

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
8/2024

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 Temporary Staffing Service for the Interim Chief of Police Position from MGT of America Consulting, LLC, 790 W Frontage Road, Suite 110, Northfield, IL 60093, for a total not to exceed \$125,000.00.”

Ratification for the Purchase of Radio Frequency Identification (RFID) Security Tag Conversion for the Learning Commons Collection

As the College converts its libraries to the Learning Commons, it is necessary to update the security gates that safeguard books, DVDs, and other materials from being taken from the Learning Commons without being checked out. The former library spaces utilized magnetic strip-activated security gates, which triggered alarms when such materials passed through them but offered no additional functionality.

The Learning Commons at the Skokie campus is outfitted with Radio Frequency Identification (RFID) - activated security gates supplied by Bibliotheca, LLC. These new gates offer significantly greater functionality than the previous magnetic strip-activated gates. They are on par with the gates seen in our local public libraries. With these new gates, library personnel can determine which collection items were taken when the item passes through them without being checked out. It can quickly inventory whether books and other materials are available on the shelves or whether they have gone missing. The enhancement in security and inventory management will significantly benefit the College.

To enable the Learning Commons materials to function effectively with the upgraded RFID-enabled gates, RFID tags must be added to books and other items in the collection and associate those item tags with their holding records in the library's electronic catalog.

This purchase has been completed due to the urgent need for the College to successfully complete the Learning Commons project at the Skokie campus before the start of the academic year. Therefore, the Administration requests that the Board ratify the purchase of the RFID Tag Conversion for the Learning Commons Collection for a total amount of \$30,093.73.

JJ:tt
8/2024

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 the RFID Tag Conversion for the Learning Commons Collection with Bibliotheca, LLC, 3169 Holcomb Bridge Road, Suite 206, Norcross, GA 30071, for a total not to exceed \$30,093.73."

Preview and Initial Discussion of Upcoming Purchases

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

- a) **Diploma Services – Three-Year Contract** – The College has been using Diplomas on Demand, our Diploma printing vendor, to print diplomas for students who have completed a certificate or associate's degree program. Recently, Diplomas on Demand was acquired by Parchment, LLC., which terminated Diplomas on Demand operations. In its place, Parchment, LLC began to offer their own diploma services. The new services provided by Parchment, LLC allow the College to issue printed and electronic diplomas to students. The new electronic diploma functionality enables students to display their electronic diplomas on social media, among other online platforms. Currently, the College has a one-year contract with Parchment, LLC. Parchment, LLC is the only vendor awarded a U.S. Patent for developing the cPDF. They are the only vendor to offer a complete exchange service to enable the sending and receiving of credentials in any format.

The Administration requests that we extend our contract with Parchment, LLC, by entering into a three-year contract from December 1, 2024, to November 30, 2027.

This purchase will be presented to the Board at the September 2024 meeting.

- b) **Oakton College Health Career Equipment Purchases** – Oakton College is developing a new Health Careers Education Center in partnership with Endeavor Health (formerly Northshore University Health System). This new facility will be located at 2500 Ridge Road, Evanston, IL, and will include classrooms and teaching labs to support new programs to train students for careers in healthcare fields. The new Health Careers Education Center is scheduled for completion in the second quarter of 2025. To support this partnership, the College is required to purchase equipment for the classrooms and labs. The equipment must be purchased and delivered before March 30, 2025.

A public bid will be issued at the beginning of September, and the result will be presented to the Board at the November 2024 meeting.

- c) **Thomas Reuters – Westlaw Digital Subscription for Paralegal Studies Program** – Thomson Reuters Westlaw is an industry-leading legal research platform that enables students in the paralegal studies (PAR) program to access case law, state/federal statutes, administrative codes, public records, and more to accurately find and access relevant legal information needed to complete assignments as a paralegal. This digital subscription allows access to one of the most comprehensive collections of legal resources. It will enable students to train and use Westlaw while engaged in their PAR courses, giving them hands-on and direct experience that will be used in the field as a practicing paralegal.

In addition, as an American Bar Association (ABA) Approved Paralegal Program, the Westlaw subscription satisfies the ABA guidelines for paralegal education programs' requirement for adequate library resources.

This subscription purchase will be presented to the Board at the September 2024 meeting.

- d) **Ad Astra Software Maintenance and Support Renewal** – In 2004, Oakton purchased Ad Astra software to support course and event scheduling. Ad Astra Schedule is an integrated campus-wide scheduling system. The software offers real-time integration with our Banner System and allows employees to schedule courses, events, meetings, and labs throughout the year. An organized, timely, accurate schedule enables the College to align academic spaces to best meet student

needs. In addition, campus enrollment reports available within Ad Astra give the College clear insight into all available resources.

Ad Astra offers a comprehensive room scheduling solution for higher education institutions called Astra Schedule. It is designed to streamline the process of scheduling academic courses, events, and other activities across campus, both Des Plaines and Skokie.

Here are some key features of Ad Astra's room scheduling solution:

- Scheduling Grid: provides a visual calendar view of all campus activities, allowing users to see room availability
- Room Optimization: Uses customizable rules and preferences to assign rooms to sections based on capacity, equipment needs, and instructor preference
- Event Management: Simplifies the process of creating, modifying, and managing events on campus, ensuring smooth transitions between activities and maximizing space utilization.
- Mobile Accessibility: Offers a mobile-first design, enabling users to access and manage schedules from anywhere and anytime.
- Integration: Integrates with other Ad Astra solutions, such as academic planning and student information systems, to provide a seamless user experience.

This purchase will be presented to the Board at the September 2024 meeting.

- e) **AMSA S.A.F.E** – The number of fraudulent admission applications submitted to Oakton has increased steadily over the past several years. Oakton has received approximately 9879 fraudulent applications in the past twelve months alone.

A manual process to detect fraudulent admission applications, deactivate accounts in Banner ERP, and stop further processing is labor and time-intensive. It is estimated that it can take up to two hours a day to perform these tasks repetitively throughout the year.

In partnership with Enrollment Management, Information Technology implemented the AMSA S.A.F.E. solution, which can automatically detect fraudulent admission applications. Its algorithms detect fraudulent applications based on several parameters, such as residential address, email address, and phone number.

After implementing AMSA S.A.F.E, the Enrollment Management team is very satisfied with the results and outcomes and feels that the solution has increased productivity and improved the efficiency of the team members.

Based on these findings, the College wants to renew the contract with AMSA S.A.F.E. for three additional years. The estimated cost of the solution over three years is approximately \$60,000.00.

This purchase will be presented to the Board at the September 2024 meeting.

- f) **Modern Campus Destiny Solutions – Five-Year Renewal** – Oakton College implemented Destiny Solutions as a student enrollment and registration solution for Continuing Education in 2019. It was officially rolled out in November 2020 as a replacement for the FlexReg solution from Ellucian.

Destiny One is a comprehensive student lifecycle management system designed specifically for higher education institutions serving non-traditional learners. It has allowed the College to streamline processes, enhance student engagement, and improve overall efficiency in offering continuing education and lifelong learning programs.

Some of the features that Oakton has implemented within Destiny Solution are as follows:

- Student Lifecycle Management:
 - Enrollment and registration

- Course and program management
- Student records and transcripts
- Marketing:
 - Customizable website and course catalog
 - Business Intelligence and Reporting:
 - Real-time data analytics and reporting
 - Customizable dashboards and visualizations
 - Data-driven decision-making
- Integrations:
 - Seamless integration with learning management systems (LMS)
 - Integration with student information systems (SIS)
 - Payment gateway integrations
 - Single sign-on (SSO)

Destiny Solutions has greatly improved the student experience, and the number of students using it has grown tremendously. It is compatible with multiple operating systems, such as Windows, Apple, and Chrome, and it is responsive on mobile devices.

The College would like to renew the contract with Modern Campus for its Destiny Solutions product for five additional years. The estimated cost of the solution over five years is approximately \$300,000.00.

This purchase will be presented to the Board at the September 2024 meeting.

- g) Ventrac Snow Machine** – The Grounds department needs to replace the current Gator unit used year-round for different purposes. It is over 11 years old and in poor condition, with significant rust on the underbody. To prepare for the upcoming winter season, we need a snow machine that allows us to be more efficient at snow-clearing in smaller spaces and sidewalks. The Ventra snow machine is built for commercial snow-clearing operations of sidewalks, driveways, and other areas. The machine will allow us to throw the snow away from the sidewalk rather than piling it at the edges.

This purchase will be presented to the Board at the September 2024 meeting.

- h) ABI Force Z-23 Infield Machine** – As the baseball field is being renovated, the Grounds department is working on preparations to maintain the field. The current infield machine is over 20 years old and will not allow us to keep the infield at the desired grade. All machine parts are discontinued, and we cannot continue maintenance when required. The ABI Force is the infield groomer built with the game in mind. It adequately prepares the whole infield profile to be safe and playable. The laser package loosens the rough grade and finishes the grade for pristine infield surfaces.

This purchase will be presented to the Board at the November 2024 meeting.

Authorization to Approve the Tentative Collective Bargaining Agreement between the Oakton College Board of Trustees and the Oakton Community College Faculty Association

The College has reached a tentative agreement on a four-year agreement with the Oakton Community College Faculty Association (OCCFA-IEA-NEA). Pending ratification by the membership of the Faculty Association, and approval by the Board of Trustees, the contract will be effective August 20, 2024 through August 19, 2028.

JLS:bs

8/2024

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 tentative agreement with the Oakton Community College Faculty Association (OCCFA-IEA-NEA), effective August 20, 2024 through August 19, 2028.”

Resolution Designating Date, Time, and Place for Filing Board of Trustees Nominating Petitions

The attached resolution designating date, time, and place for filing nominating petitions, and designating the Board Secretary's representative to receive and file nominating petitions, conforms to guidelines established for the 2025 election of community college district trustees.

Petitions may be circulated as of August 20, 2024, and forms may be requested through the Office of the President.

JLS:bs
8/2024

President's Recommendation:

That the Board adopts the following resolution:

"WHEREAS, an election is to be held in Community College District No. 535 on April 1, 2025, for the election of three members of the Board of Trustees, each to serve for a term of six years; and,

WHEREAS, the Election Code and the Public Community College Act direct the Board Secretary to perform certain functions with respect to the receipt and filing of nominating petitions and statements of candidacy, or to designate a representative to perform such functions; and,

WHEREAS, the Board finds it convenient and necessary to designate a member of the College staff to represent the Board Secretary in the performance of such functions, and at the request of and with the concurrence of the Board Secretary, the Board desires to designate the Special Assistant to the Board of Trustees as such representative;

NOW, THEREFORE, 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. The place for receiving and filing nominating petitions and statements of candidacy for the election to be held on April 1, 2025 is hereby designated as Room 1500, Oakton College, 1600 East Golf Road, Des Plaines, Illinois 60016.

Section 2. Pursuant to the authority conferred by the Public Community College Act, the Board hereby designates the Special Assistant to the Board of Trustees to represent the Board Secretary in the performance of the Board Secretary's duties with respect to the receipt and filing of nominating petitions and statements of candidacy.

Section 3. The first day for filing petitions for positions on the Board of Trustees of Oakton College is Tuesday, November 12, 2024. The designated representative's office will be open for the receipt and filing of nominating petitions, and statements of candidacy between 8 a.m. and 5 p.m., Tuesday, November 12 through Friday, November 15, 2024, and between 8 a.m. and 5 p.m. on Monday, November 18, 2024, the last day to file nominating petitions.

Section 4. The procedure to be followed by the designated representative of the Board Secretary for the receipt and filing of nominating petitions and statements of candidacy shall be substantially as follows:

- a) The designated representative of the Board Secretary shall receive petitions in the order presented. The designated representative will mark upon each the date and hour received and the numerical order in which they were received. All petitions filed by persons waiting in line as of 8 a.m. on November 12, 2024, shall be deemed filed as of 8 a.m. Petitions filed by mail and received after midnight on November 12, 2024, and in the first mail delivery to Oakton College on November 12, 2024 shall be deemed filed as of 8 a.m. on November 12, 2024. All petitions received thereafter shall be deemed filed in the order of actual receipt.
- b) Where two or more petitions are received simultaneously at the opening hour of the filing period, the designated representative of the Board Secretary shall break ties and determine the order of filing by means of a lottery, as provided by the Election Code.
- c) Where two or more petitions are received simultaneously at the last hour of the filing period, the designated representative of the Board Secretary shall break ties and determine the order of filing by means of a lottery, as provided by the Election Code.”

Acceptance of Faculty Retirement

Under the provisions of the current contract (Contract) between the Board of Trustees and the Oakton College Faculty Association (OCCFA-IEANEA), the following faculty member has submitted her intent to retire:

<u>Faculty Member</u>	<u>Discipline</u>	<u>Retirement Date</u>
Sheila Zabin	Professor, BNAT and Elder Care Support Division of Health Careers	December 31, 2025

The faculty member has met the requirements for retirement under the Oakton College Faculty Association contract, Article 15.2. Additionally, Professor Zabin is eligible to participate in the Faculty Incentivized Retirement Program.

Professor Zabin has served the College in an exemplary manner, and we wish her well in her future endeavors.

JF:nmi
8/2024

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 accepts the retirement of Sheila Zabin.”

Acceptance of a Full-Time Faculty Resignation

Under the provisions of the current Oakton College contract (Contract) between the Board of Trustees and the Oakton College Faculty Association (OCCFA-IEANEA), the following faculty member provided notice of resignation to Oakton College effective August 5, 2024:

<u>Faculty Member</u>	<u>Discipline</u>	<u>Resignation Date</u>
Jeffrey Cabay	Assistant Professor, Engineering Division of STEM	August 5, 2024

JF:nmi
8/2024

President's Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 accepts the resignation of Jeffrey Cabay effective August 5, 2024.”

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

The recommendation to hire Ms. Emily Eagan-Rowe 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 originally 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).

Ms. Eagan-Rowe was part of the original candidate pool that was interviewed for the Engineering position. She has served as adjunct faculty at Oakton since June of 2024, and also works as a Project Engineer for Robinson Engineering. Ms. Eagan Rowe received her Master of Science Degree in Engineering from the University of Arkansas.

JF:vb
8/2024

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 hereby authorizes the employment of Ms. Emily Eagan-Rowe for the 2024-2025 academic year, beginning August 2024:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step, Base Salary</u>
Emily Eagan-Rowe	Instructor, Engineering	A-3, \$56,555.”

Approval of Policy Revision

Policy 5130 was proposed for revision on June 25, 2024. In accordance with College Policy, action on the proposed revisions will take place at the next regular meeting of the Board of Trustees.

JLS:bs
8/2024

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 proposed revisions to policy 5130, attached hereto.”

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 \$1,368,634.00 has been made available to Oakton College:

- a. Illinois Community College Board Workforce Equity Initiative FY24 Amendment..... \$140,100.00
(Managed by Juleya Woodson / Administered by Dr. Jesse Ivory)
 - b. U.S. Department of Education TRIO SSS Year 5 of 5 \$362,503.00
(Managed by Esperanza Salgado-Rodriguez / Administered by Dr. Leana Cuellar)
 - c. American Society for Clinical Pathology (ASCP) Medical Lab Science Grant.....\$10,000.00
(Managed by Penny Salgado / Administered by May Alimboyoguen)
 - d. Illinois Community College Board Pipeline for the Advancement of the Healthcare Workforce Program (PATH) FY25 \$502,500.00
(Managed by Anca Dobocan / Administered by May Alimboyoguen)
 - e. U.S. Department of Education AANAPISI Grant Year 5 of 5..... \$300,000.00
(Managed by Dear Aunaetitrakul / Administered by Dr. Kelly Iwanaga Becker)
 - f. Illinois Board of Higher Education Illinois Cooperative Work Study Grant.....\$45,080.00
(Managed by Dr. Shannon McKenzie / Administered by Dr. Ruben Howard II)
 - g. National Science Foundation Robert Noyce Teacher Scholarship Program sub-contract with Roosevelt University.....\$8,451.00
(Managed by Dr. Katherine Schuster / Administered by Dr. Mia Hardy)
- TOTAL:..... \$ 1,368,634.00**

a. Illinois Community College Board Workforce Equity Initiative FY24 Amendment

The Illinois Community College Board has awarded Oakton College a \$140,100.00 Workforce Equity Initiative FY24 Amendment adding additional funds to our original grant. This funding will allow us to serve additional students through the duration of the program period of the FY24 grant.

The grant period is from July 1, 2023-September 30, 2024. Juleya Woodson, WEI Project Manager serves as Grant Manager, and Dr. Jesse Ivory, Assistant Vice President of Workforce Innovation and College Partnerships serves as the Project Administrator.

b. U.S. Department of Education TRIO SSS Year 5 of 5

The U.S. Department of Education has awarded Oakton College \$362,503.00 in Federal funds to support a five-year award to continue supporting the TRIO Student Support Services program. The program, an Oakton mainstay for over 30 years, provides low-income, first-generation, and disabled students, academic advising, tutoring, mentoring, financial aid assistance and transfer assistance to four-year institutions among other services.

The overall grant period is 9/1/2020 – 8/31/2025. This acceptance is for year 5 of the grant which covers a period of time spanning 9/1/2024 – 8/31/2025. The projected yearly award is currently stated as \$362,503 per grant year.

Esperanza Salgado-Rodriguez, Manager, TRIO Student Support Services, will act as Project Director. Dr. Leana Cuellar, Dean of Access, Equity and Diversity will administer the grant.

c. American Society for Clinical Pathology (ASCP) Medical Laboratory Science Grant

The ASCP has awarded Oakton College a Medical Laboratory Science Program Director Educational Grant in the amount of \$10,000.00. Funds will support Medical Laboratory Technology instructional materials to upgrade classroom supplies and promotional materials.

Penny Salgado serves as the project manager with May Alimboyoguen as the grant administrator.

d. Illinois Community College Board Pipeline for the Advancement of the Healthcare Workforce Program (PATH) FY25

The Illinois Community College Board has awarded Oakton College a Pipeline for the Advancement of the Healthcare Workforce Program (PATH) FY25 in the amount of \$502,500.00. Funds will support opportunities for individuals in the nursing pathway and select healthcare pathways to obtain credentials and degrees that allow them to enter and/or advance their careers in the healthcare industry. Additionally, this program aims to address the shortage of workers in the healthcare industry.

The grant period is July 1, 2024- June 30, 2025. Anca Dobocan, PATH Grant Project Manager serves as the Grant Manager. May Alimboyoguen, Dean of Health Careers, serves as Grant Administrator.

e. U.S. Department of Education AANAPISI Grant Year 5 of 5

The Department of Education awarded Oakton College a five-year grant in the amount of \$1,500,000.00 through their highly competitive AANAPISI (Asian American Native American Pacific Islander Serving Institution) program, under federal Title III Part A funding. These funds are awarded incrementally in \$300,000.00 allotments annually based on performance of the previous year. Oakton was just awarded the college's fifth allocation of the possible five.

The AANAPISI program provides opportunities to improve and expand the College's capacity to serve Asian Americans and Pacific Islanders (AAPIs), and under-resourced students. Through this grant, Oakton now holds the unique distinction as the first community college in Illinois to receive federal designation as a minority-serving institution (MSI) for AAPIs.

The MSI designation commits to a greater understanding that AAPIs are highly diverse with unique academic needs among the various ethnic subgroups. Disaggregating the data regarding AAPI subgroups is vitally important for identifying students who need support that fall between the cracks of reductive quantitative analyses. Oakton's participation in the AANAPISI program is one effort among many that supports our shared goal of advancing a campus climate where all can succeed and thrive.

The grant year 5 period is October 1, 2024 through September 30, 2025. Dear Aunaetitrakul, Senior Manager at the Center for Organizing Minority Programs to Advance Student Success (COMPASS)

will serve as grant manager, and Dr. Kelly Becker, Assistant Vice President for Institutional Effectiveness and Strategic Planning will administer the grant.

f. Illinois Board of Higher Education Cooperative Work Study Program Grant

The Illinois Board of Higher Education has awarded Oakton College a \$45,080.00 Cooperative Work Study Program grant. Funds will underwrite part of the hourly wages that business partners pay Oakton students in work-based learning experiences through Oakton's Internship and Apprenticeship programs.

The grant period is July 1, 2024 through August 31, 2025. Dr. Shannon McKenzie, Workforce Compliance and Career Initiatives Manager, will manage the grant and Dr. Ruben Howard, Dean of CTE, will administer the grant.

g. National Science Foundation Robert Noyce Teacher Scholarship Program sub-contract with Roosevelt University

Funding totaling \$8,451.00 has been made available to Oakton College as a sub-awardee of Roosevelt University's Robert Noyce Teacher Scholarship Program grant from the National Science Foundation. The Noyce Program offers scholarships to encourage talented science, technology, engineering and mathematics students to become K-12 math and science teachers.

Overall, Oakton will receive \$16,902.00 in funding over the two-year grant period to collaborate with Roosevelt faculty to promote the program and introduce interested students to the curriculum at Roosevelt.

This contract is for eligible activities during the period of 9/25/23-8/31/24. Dr. Katherine Schuster, Distinguished Professor of English, is the principal investigator on this project and Dr. Mia Hardy, Dean of Liberal Arts will serve as Grant Administrator.