

**The 808th Meeting
of
The Board of Trustees
March 18, 2025**



Mission, Vision, and Values Statements

Mission

Oakton is the community's college. By providing access to quality education throughout a lifetime, we empower and transform our students in the diverse communities we serve.

Vision

Dedicated to teaching and learning, Oakton is a student-centered college known for academic rigor and high standards. Through exemplary teaching that relies on innovation and collaboration with our community partners, our students learn to think critically, solve problems, and to be ethical global citizens who shape the world. We are committed to diversity, cultural competence, and achieving the equity in student outcomes.

Values

A focus on Oakton students is at the core of each of these values.

- We exercise **responsibility** through accountability to each other, our community, and the environment.
- We embrace the **diversity** of the Oakton community and honor it as one of our college's primary strengths.
- We advance **equity** by acknowledging the effects of systemic social injustices and intentionally designing the Oakton experience to foster success for all students.
- We uphold **integrity** through a commitment to trust, transparency, and honesty by all members of the Oakton community.
- We cultivate **compassion** within a caring community that appreciates that personal fulfillment and well-being are central to our mission.
- We foster **collaboration** within the college and the larger community and recognize our interdependence and ability to achieve more together.

Ratified by the Board of Trustees on March 21, 2017 and reaffirmed on September 17, 2024.

Land Acknowledgment for Oakton

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

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

Anti-Racism Statement

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

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

Neurodiversity Statement

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

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



1600 East Golf Road
Des Plaines, Illinois 60016

Closed Session
5 p.m. - Room 1502

Agenda

1. Call to Order and Roll Call
2. Consideration of a motion to close the meeting to the public for the purpose of the following:
 - Review of closed session minutes of February 18, 2025
 - Consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; collective negotiations 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 March 18, 2025.

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 February 18, 2025 regular meeting of the Board of Trustees
- Statement by the President
- Educational Foundation Liaison Report
- ICCTA Liaison Report
- Student Trustee Report
- Student Spotlight

Comments by the Chair

Trustee Comments

Public Participation

Report: Procurement at Oakton College

New Business

Consent Agenda

- V 3/25-1a Approval of Adoption of Consent Agenda
- R 3/25-1b Approval of Consent Agenda Items 3/25-2 through 3/25-6
- 3/25-2 Ratification of Payment of Bills for February 2025
- 3/25-3 Acceptance of Treasurer's Report for February 2025
- 3/25-4 Supplemental Authorization to Pay Professional Personnel – Spring 2025
- 3/25-5 Approval of Clinical Practice Agreement
- 3/25-6 Approval of Rock Salt Contract Joint Participation Agreement with the Illinois Department of Central Management Services

Other Items

- R 3/25-7 Authorization to Approve March Purchases
- a. ShareStream Cloud-Based Video on Demand – Three-Year Renewal
 - b. zSpace Learning Station Inspire 2 PRO Laptops
 - c. Used Automotive Vehicles
 - d. Job Search Genius Software – One-Year Renewal
 - e. Renovation Services for the Des Plaines Library and Learning Commons
- 3/25-8 Preview and Initial Discussion of Upcoming Purchases
- R 3/25-9 Authorization to Hire Vice President for Student Affairs
- V 3/25-10 Acceptance of Administrator Resignation
- R 3/25-11 Revised Authorization to Hire Full-Time, Tenure-Track Faculty Members
- R 3/25-12 Approval of *Vision 2030: Building Just and Thriving Communities*, the College's Strategic Plan for FY26 through FY28
- R 3/25-13 Approval of 2026-2027 Academic Calendar
- R 3/25-14 Approval of Policy Revisions
- 3/25-15 Notification of Award of Grants

Adjournment



Minutes of the February 18, 2025 Regular Meeting of the Board of Trustees of Community College District 535

The 807th meeting of the Board of Trustees of Community College District 535 was conducted on February 18, 2025 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 5:26 p.m. in room 1502. Trustee Bashiri-Remetio called the roll:

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

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

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 January 21, 2025; and considering the appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters, and pending litigation.

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

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

At 6:03 p.m., Trustee Stafford made a motion to adjourn the closed session meeting which was seconded by Trustee Bush. A voice vote was called and the closed session was adjourned.

Open Session – Call to Order and Roll Call

Chair Toussaint called the regular meeting of the Board of Trustees to order at 6:12 p.m. in room 1506.

Trustee Bashiri-Remetio called the roll:

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

Also present in room 1506:

Leadership: Dr. Joianne Smith, President; Johanna Fine, Chief Human Resources Officer; Dr. Ashley Knight, Interim Vice President for Student Affairs; Dr. Ileo Lott, Provost and Vice President for Academic Affairs; and Michele Roberts, Vice President for Administrative Affairs.

Administrators: Marc Battista, Assistant Vice President for Academic Affairs; Dr. Matthew Boutilier, Director of Online Learning and Curriculum; Steve Butera, Director of Communications and External Relations; Dr. Rick Daniels, Director of Institutional Equity and Inclusion; Sarah George, Associate Chief Information Officer; Thomas Hicks Jr., Director of Student Success and Academic Interventions; Dr. Ruben Howard II, Dean of Business and Career Technologies; Dr. Jesse Ivory, Assistant Vice President for Workforce Innovation and College Partnerships; Jake Jeremiah, Dean of Library; Nathan Norman, Senior Director of Workforce Development; Dr. James Rabchuk, Dean of STEM; John Wade, Systems and Network Services; Aaron Wernick, Chief of Campus Police and Emergency Management.

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

Faculty: Jayne Blacker, Mathematics; Christy Carter, Speech and Theater; Bob Gynn, Speech and Theater; Safa Hamed, Mathematics; David Nadolski, Speech; Michelle Oh, Library; Gabriel Porrata Vallejo, Mathematics; Naga Potluri, Mathematics; Katherine Schuster, Education; Toni Surdo, Psychology; George Vail, Automotive Technology; Hanna Wierzchowski, Health Information Technology.

Staff: Ernest Gest, Facilities; Krissie Harris, Student Life and Campus Inclusion; Janeen Jackson, Black Student Success Program; Ewa Lyczewska, Marketing and Communications; Kushal Patel, Information Technology; Vinita Shah, Media Services; Francisco Sosa, Information Technology; Beatriz Sparks, Office of the President.

Students: Gideon Apantaku, Jernone Smith.

Guests: Cheryl Brown, Michele Hays, Rene Mandin.

Pledge of Allegiance – Trustee Bashiri-Remetio 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 January 21, 2025 regular meeting of the Board of Trustees. Trustee Yanow made the motion. Trustee Bush seconded the motion. A voice vote was called and the minutes were unanimously approved.

Statement by the President

Condolences

To Vice President for Academic Affairs and Provost, Dr. Ileo Lott on the passing of his father Fred on Jan. 29.

Congratulations

To our Nursing faculty and students. The Oakton 2024 pass rate for the National Council Licensure Examination (NCLEX): RN 100%; LPN 100%

Athletic Recognitions

Oakton inducted two distinguished athletes, Alexios Fronimos and Alex Crinigan, into the prestigious NJCAA Region 4 Hall of Fame. Both alumni have left an indelible mark on their respective sports here at Oakton and are now being recognized for their remarkable athletic careers. The induction ceremony took place on February 13, 2025 at halftime of the men's basketball game.

Happenings

- Oakton is honoring Black History Month with events – free and open to the public – highlighting this year's theme, "African Americans and Labor." Through workshops, discussions and showcases, explore mental health, career growth and cultural pride while celebrating Black resilience, achievements and enduring strength.

- Jane, Monologues from the Underground will be performed in the Footlik Theater on Feb. 19. Jane was the code name for an underground service in Chicago, run by a collective of housewives and students, that brought safe and affordable abortions to 11,000 women from 1969 to 1973.
- AAPI Book Club: "Everything I Learned, I Learned at a Chinese Restaurant" by Curtis Chin on Wednesday, February 26, 12-1 p.m. at Skokie Campus, and Thursday, February 27, 12-1 p.m. at Des Plaines Campus.

Educational Foundation Liaison Report

The Foundation's fundraising activity has remained strong through January and February to date, tracking more than 40% ahead of efforts from the same time last year.

Notable commitments received since the last update to the Trustees include:

- A \$300,000 gift from Rivers Casino, renewing their support for student scholarships and other supportive programs such as the Success Fund for Student Emergencies, Student Technology Fund, and the Oakton Caring Closet.
- A \$6,000 gift from the Seabury Foundation to renew support for a scholarship in their name that assists non-traditional adult learners who see to complete an associate's degree at Oakton or transfer to complete a bachelor's degree.
- A \$3,000 from Erol Munuz to launch a scholarship in memory of his late sister, Florence Munuz, who served as a faculty member in Oakton's Early Childhood Education program for many years.
- A \$15,000 gift from supporters Greg and Carol Korak to grow their endowed scholarship for student in accounting, engineering or manufacturing.

Four Foundation Directors traveled to Washington DC at the end of January with Katherine and President Smith to attend the AGB Foundation Leadership Forum. Oakton lead a conference session on best practices in board development in conjunction with colleagues from Monroe Community College Foundation in Rochester, NY. The session was well attended and received high marks for content and delivery in reviews from attendees.

The Foundation approved a new Board Director in January for a 3-year term. Karen Demorest is an Evanstonian and retired recently having served as the Executive Director of the Youth Job Center for many years. The Foundation is thrilled to have her join our volunteer leadership group as an advocate and ambassador for Oakton.

The Board's next quarterly meeting will take place on March 5, 2025.

Student Trustee Report

Mr. Franklin Ocaña shared that he attended the ACCT Legislative Summit in Washington, DC. He also thanked the faculty present in the room for their work with students, and talked about upcoming events for students including the African Diaspora Market Night and Commencement.

Student Spotlight

Gideon Apantaku is a Computer Science major at Oakton. He said that his time at the College has been life-changing both academically and personally. Oakton has provided a supportive and inclusive environment that has guided his career aspirations and personal growth. Through the Oakton Experience, Gideon has gained a solid foundation in his field of study, developed significant relationships with faculty and peers, and obtained valuable experiences that will prepare him for the future.

Gideon chose Oakton because of its strong academic reputation, affordability, and commitment to student success. The College's emphasis on equity and personalized learning path made it an ideal place for him to start his higher education journey. Oakton's programs and resources allow him to balance his education with professional and personal responsibilities.

He has actively participated in the Student Government Association, he is the vice president of the Black Student Union, a member of the Black Student Success Program, and a member of the Emory Williams Academy for Black Men. This involvement has enriched his experience by allowing him to connect with like-minded individuals, helped him develop leadership skills, and enhanced his sense of belonging while reinforcing the importance of collaboration and team work.

Gideon thanked Janeen Jackson, Terrance Stevenson and Princess Escudero who have been instrumental in his academic and professional development. Their mentorship has deepened his understanding of his field, and provided invaluable career guidance and encouragement.

Gideon's goal is to transfer to UIC and pursue a bachelor's and master's degree. He said Oakton has provided a strong foundation, and he is excited to take the next step towards achieving his professional aspirations. He suggested the College should work on creating opportunities for authentic connections with faculty.

Comments by the Chair and Trustees

Chair Toussaint encouraged the community to be resilient through the current times. Trustee Burns thanked Gideon Apantaku for sharing his experience at Oakton. Student Trustee Ocaña thanked student Jernone Smith for attending the meeting, and highlighted his academic commitment.

Public Participation – None

Board Report: Equity Plan

Dr. Rick Daniels, Director of Institutional Equity and Inclusion.

The Office of Institutional Equity and Inclusion leads campus efforts to cultivate a diverse, equitable, and inclusive environment where every individual has the opportunity to thrive.

The Oakton College Diversity, Equity, and Inclusion Council will guide the ongoing institutional DEI efforts and assist in the promotion and implementation of related programs, projects, and initiatives. The Leadership Council will align with the College's Strategic Plan through the implementation of campus-wide initiatives that advance racial equity and cultivate a culture of belonging that reflects our diversity.

Equity Plan Goals

- Eliminate disparities in student and employee outcomes.
- Cultivate a culture of inclusion and belonging at Oakton.

Strategies to Advance Equity at Oakton

1. Utilize Equity Policy Audit to assess and revise policies to promote equity and inclusion.
2. Leverage the Workforce Equity Initiative to expand access to high-demand, high-wage jobs for underrepresented populations.
3. Launch Project Open Gate to enhance access to higher education for underrepresented students.
4. Institutionalize support for the Office of Access, Equity and Diversity with a continuous focus and resources dedicated to advancing equity and diversity at the College.
5. Leverage Diversity, Equity and Inclusion Leadership Council to cascade DEI practices across the College, making these principles central to all operations.
6. Invest in professional development for College employees to improve the culture of belonging for BIPOC students and employees.

The Equity Policy Audit 2.0 is a robust examination of institutional policies, procedures and practices. Its goal is to identify barriers to students and employees, and establish equity-minded strategies to create change.

Feedback from ICCB

- DEI Statements: Align with mission but need clearer implementation steps.
- Equity Policy Audit: Identifies barriers; informs targeted equity interventions.
- Staff Climate Assessments: Essential for fostering an inclusive campus environment.

Next Steps

- Integrate ICCB feedback into institutional practices to enhance effectiveness.
- Provide sustained support for the successful implementation of Equity Plan strategies.
- Continue to align IIEI operations with institutional equity objectives to drive systemic progress.

NEW BUSINESS**2/25-1a Approval of Consent Agenda**

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

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

2/25-1b Approval of Consent Agenda Items 2/25-2 through 2/25-6

Trustee Bush offered: "Be it resolved that the Board of Trustees of Community College District 535 approves the following items 2/25-2 through 2/25-6 as listed in the Consent Agenda."

2/25-2 Ratification of Payment of Bills for January 2025

"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 \$9,276,670.67 for all check amounts as listed and for all purposes as appearing on a report dated January 2025."

2/25-3 Acceptance of Treasurer's Report for January 2025

"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 January 2025."

2/25-4 Ratification of Payment of Professional Personnel – Spring 2025

"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 spring 2025 semester; the total payment amounting to \$3,556,104.04."

"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 spring 2025 semester; the total payment amounting to \$537,459.10."

2/25-5 Approval of Clinical Practice Agreements

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

Cancer Registry Management (1)
Nursing (1)
Pharmacy Technician (1)."

2/25-6 Approval of Intergovernmental Agreements between Oakton College and the City of Des Plaines

"Be it resolved that the Board of Trustees of Community College 535 hereby approves the intergovernmental agreements between Oakton College and the City of Des Plaines, attached hereto."

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

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

The motion carried. Student Trustee Ocaña favored the resolution.

2/25-7 Authorization to Approve February Purchases

Trustee Stafford 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>
2/25-7a	1	WAN/Internet Service for the Evanston Health Careers Education Center – Three-Year Contract	Comcast Business Communications, LLC Philadelphia, PA	\$43,056.00
2/25-7b	1	Digital and Traditional Marketing Services – One-Year Contract Renewal	VisionPoint Marketing, LLC Raleigh, NC	\$450,000.00
2/25-7c	1	RedHat Enterprise Linux Annual Maintenance and Software Assurance – One-Year Contract Renewal	Emergent, LLC Virginia Beach, VA	\$31,320.00
2/25-7d	1	Storage Area Network Software and Hardware Support and Maintenance	SHI International Corporation Somerset, NJ	\$77,154.92
2/25-7e	1	Owner’s Representative Services – Master Plan	Cotter Consulting, Inc Chicago, IL	\$800,000.00
2/25-7f	1	Consulting Services for Branding Wall	Greenlight Team, LLC Chicago, IL	\$34,700.00
GRAND TOTAL:				\$1,436,230.92.”

Trustee Yanow seconded the motion.

Before the roll call, Trustee Burns asked for item 2/25-7e to be voted on separately.

Trustee Bashiri-Remetio called the roll for approval of purchases except 2/25-7e:

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

The motion carried. Student Trustee Ocaña favored the resolution.

Trustee Stafford offered: “Be it resolved that the Board of Trustees of Community College District 535 authorizes the purchase of Owner’s Representative Services – Master Plan from Cotter Consulting, Inc., 100 S Wacker Drive, Suite 920, Chicago, IL 60606, for the total amount of \$800,000.00.”

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

- Trustee Bashiri-Remetio Aye
- Trustee Burns Nay

Trustee Bush Aye
 Trustee Stafford Aye
 Trustee Toussaint Aye
 Trustee Yanow Aye

The motion carried. Student Trustee Ocaña abstained.

2/25-8 Preview and Initial Discussion of Upcoming Purchases

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

- a. Baseball Field Parking Lot Reconstruction
- b. Job Search Genius – One-Year Contract Renewal
- c. zSpace Laptops Replacement
- d. Used Electric Vehicles
- e. ShareStream Cloud-Based Video on Demand – Three-Year Contract
- f. Chrome River Travel Management – Three-Year Contract

2/25-9 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 Ms. Mary Ellen Girgis and Mr. Vijay Shankar for the full-time, tenure-track faculty hires for the 2025-2026 academic year, beginning in August 2025. They will receive the salary associated with the lane and step described as follows:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Ms. Mary Ellen Girgis	Assistant Professor Surgical Technology	A-7	\$72,223
Mr. Vijay Shankar	Assistant Professor Cardiac Sonography	B-5	\$69,458.”

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

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

The motion carried. Student Trustee Ocaña favored the resolution.

2/25-10 Acceptance of Faculty Retirements

Trustee Bashiri-Remetio offered: “Be it resolved that the Board of Trustees of Community College District 535 accepts the retirements of Carrie Kelly and Michelle James.”

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

2/25-11 Approval of Award of Tenure

Trustee Yanow offered: “Be it resolved that the Board of Trustees of Community College District 535, by the authority vested in it by the State of Illinois, hereby grants tenure, effective after the completion of the spring 2025 semester, to the following faculty:

- Jayne Blacker, Associate Professor, Mathematics
- Christy Carter, Associate Professor, Speech and Theatre
- Michelle Oh, Associate Professor, Library
- Toni Surdo, Associate Professor of Psychology
- George Vail, Assistant Professor, Automotive Technology.”

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

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

The motion carried. Student Trustee Ocaña favored the resolution.

2/25-12 Acceptance of Administrator Resignation

Trustee Bush offered: "Be it resolved that the Board of Trustees of Community College District 535 accepts the resignation of Mr. LeVon McAllister effective March 7, 2025"

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

2/25-13 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 1011 attached hereto with action to take place at the next regularly scheduled Board meeting."

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

2/25-14 Notification of Award of Grants

Funding has been made available to Oakton College:

- a. ICCB Noncredit Workforce Training Initiative Grant.....\$105,000.00
(Manager: Eilish McDonagh Hermer and Leah Kintner / Administrator: Delia Rodriguez)
 - b. Illinois Community College Board Integrated English Literacy and Civics Education Supplemental (IELCE Supplemental) \$52,947.00
(Manager: Elena Smoukova / Administrator: Delia Rodriguez)
- TOTAL:..... \$157,947.00**

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, March 18, 2025 at the Des Plaines Campus.

Chair Toussaint made a motion to adjourn, which was seconded by Student Trustee Ocaña. A voice vote was called and the meeting was adjourned at 7:20 p.m.

Marie Lynn Toussaint, Chair

Theresa Bashiri-Remetio, Secretary

Minutes recorded by:
Beatriz Sparks
2/2025

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 3/25-2 through 3/25-6

“Be it resolved that the Board of Trustees of Community College District 535 approves the following items as listed in the Consent Agenda:

- 3/25-2 Ratification of Payment of Bills for February 2025
- 3/25-3 Acceptance of Treasurer’s Report for February 2025
- 3/25-4 Supplemental Authorization to Pay Professional Personnel – Spring 2025
- 3/25-5 Approval of Clinical Practice Agreements
- 3/25-6 Approval of Rock Salt Contract Joint Participation Agreement with the Illinois Department of Central Management Services.”

Ratification of Payment of Bills for February 2025

The check register detailing the regular monthly bills for February 2025 was sent out March 14, 2025. The totals by fund are on page 2. This includes approval of travel reimbursements for February 2025.

Board Chair

Board Secretary

MR:js
3/2025

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 \$8,376,016.28 for all check amounts as listed and for all purposes as appearing on a report dated February 2025.”

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 to February 2025, represented by checks on pages 1-16 numbered !0004829 - !0004853, !0004855 - !0004895, !0004897 - !0004910, !0004912 - !0004951, !0004953 - !0004955, A0169969 - A0169970, A0169972 - A0169977, A0169979 - A0170179, A0170181 - A0170265, A0170267 - A0170339, A0170341 - A0170375 and A0170377 - A0170378 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.

Michele C Roberts

Treasurer, Community College District 535

RECAPITULATION Fund	Gross Checks Issued				
	Payroll	Accounts Payable	Sub-Total	Voided Checks	Total
Education	\$ 4,024,335.98	\$ 1,130,623.24	\$ 5,154,959.22	\$ (1,433.05)	\$ 5,153,526.17
Operation and Maintenance	\$ 359,138.12	\$ 243,950.99	\$ 603,089.11	\$ -	\$ 603,089.11
Operation and Maintenance (Restricted)	\$ -	\$ 468,432.61	\$ 468,432.61	\$ -	\$ 468,432.61
Bond and Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Auxiliary Exterprises	\$ 264,996.46	\$ 202,272.59	\$ 467,269.05	\$ -	\$ 467,269.05
Restricted Purposes	\$ 303,639.92	\$ 1,316,094.21	\$ 1,619,734.13	\$ -	\$ 1,619,734.13
Working Cash	\$ -	\$ -	\$ -	\$ -	\$ -
Trust and Agency	\$ 5,340.38	\$ 19,720.00	\$ 25,060.38	\$ -	\$ 25,060.38
Audit	\$ -	\$ -	\$ -	\$ -	\$ -
Liability, Protection and Settlement	\$ -	\$ 21,832.00	\$ 21,832.00	\$ -	\$ 21,832.00
Social Security/Medicare	\$ -	\$ -	\$ -	\$ -	\$ -
Loan	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 4,957,450.86	\$ 3,402,925.64	\$ 8,360,376.50	\$ (1,433.05)	\$ 8,358,943.45
STUDENT GOVERNMENT	\$ -	\$ 15,639.78	\$ 15,639.78	\$ -	\$ 15,639.78
TOTAL PER REPORT	\$ 4,957,450.86	\$ 3,418,565.42	\$ 8,376,016.28	\$ (1,433.05)	\$ 8,374,583.23

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 !0004860, !0004878, !0004878, !0004900, !0004900, !0004900, !0004900, !0004900, !0004900, !0004900, !0004914, !0004953, A0169972, A0170034, A0170034, A0170046, A0170073, A0170107, A0170182, A0170182, A0170239, A0170267, A0170267, A0170267, A0170267 and A0170326 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.

Michele 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 \$15,639.78 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 February 2025.


Student Government Association

Acceptance of Treasurer's Report for February 2025

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
3/2025

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 February 2025."

OAKTON COLLEGE
COMMUNITY COLLEGE DISTRICT 535
TREASURER'S REPORT

February 2025

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

Treasurer's Comments on February 2025 Financial Statements

Page 4. Financial Position Statement

Cash and investments

Monthly collections included \$11.7 million in property taxes, \$950,000 in tuition and fees, \$542,000 in interest earnings, \$379,000 for the credit hour grant, \$303,000 for adult education grants, and \$126,000 for the PATH grant.

Net cash and investments increased \$5.5 million from the previous month, as expected.

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

Revenues

At the end of February, revenues were \$73.3 million or 122% of the prorated budget, compared to \$72.4 million, or 105% for the previous year. Effective July 1st, property taxes are being recorded on a cash basis instead of an accrual basis for monthly reporting. Property taxes will be adjusted to accrual basis for fiscal year-end reporting. Tuition and fees totaled \$21.7 million year to date, or 99% of the prorated budget. Last year, tuition and fees totaled \$22.1 million or 100% of the prorated budget. Revenues from tuition and fees are recorded as billed.

Expenditures

The current year's total actual operating expenditures were \$55.3 million. The operating expenditures are \$6.6 million (13.6%) above prior year's actual expenditures of \$48.7 million for the same period. Net transfers total \$4.4 million as budgeted.

OAKTON COLLEGE
FINANCIAL POSITION OF FUNDS AS OF
February 28, 2025
(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	\$ 2,120	\$ 260	\$ 13	\$ 333	\$ -	\$ 1,072	\$ -	\$ 1,027	\$ 380	\$ 5,205
Taxes Receivable	27,610	3,878	-	1,918	-	-	-	50	-	33,456
Student Tuition Receivable	6,199	1	5	-	-	937	-	-	-	7,142
Government Funds Receivable	(5)	-	-	-	-	583	-	7	-	585
Lease Receivable	12,938									12,938
Accrued Interest	736	113	326	-	-	25	-	5	302	1,507
Other Receivables	152	1	-	-	-	292	-	-	-	445
Investments										
Short-term	73,569	11,735	46,821	3,355	(2,094)	3,836	-	265	35,872	173,359
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	564	3	-	-	(419)	87	-	-	-	235
Total Current Assets	<u>132,289</u>	<u>19,140</u>	<u>51,218</u>	<u>5,606</u>	<u>(2,513)</u>	<u>21,708</u>	<u>-</u>	<u>1,482</u>	<u>44,121</u>	<u>273,051</u>
Net Investment in Plant	-	-	-	-	-	-	101,191	-	-	101,191
Intangible Assets	-	-	-	-	-	-	558	-	-	558
Total Assets	<u>\$ 132,289</u>	<u>\$ 19,140</u>	<u>\$ 51,218</u>	<u>\$ 5,606</u>	<u>\$ (2,513)</u>	<u>\$ 21,708</u>	<u>\$ 101,749</u>	<u>\$ 1,482</u>	<u>\$ 44,121</u>	<u>\$ 374,800</u>
Deferred Outflows - CIP and College Plan	-	-	-	-	-	-	-	-	940	940
Total Assets and Deferred Outflows of Resources	<u>\$ 132,289</u>	<u>\$ 19,140</u>	<u>\$ 51,218</u>	<u>\$ 5,606</u>	<u>\$ (2,513)</u>	<u>\$ 21,708</u>	<u>\$ 101,749</u>	<u>\$ 1,482</u>	<u>\$ 45,061</u>	<u>\$ 375,740</u>
LIABILITIES AND NET POSITION										
Payables	\$ 1,357	\$ 1	\$ -	\$ -	\$ -	\$ (17)	\$ -	\$ -	\$ -	\$ 1,341
Accrued Interest Payable	-	-	-	-	186	-	-	-	-	186
Deferred Tuition Revenue	-	-	-	-	-	4	-	-	-	4
Accruals	3,431	252	-	-	-	260	-	-	-	3,943
Bonds Payable	-	-	-	-	56,229	-	-	-	-	56,229
Lease Liability	-	-	-	-	154	-	-	-	-	154
Subscriptions Liability	-	-	-	-	2,257	-	-	-	-	2,257
OPEB Liability	-	-	-	-	-	-	-	-	15,817	15,817
Total Liabilities	<u>4,788</u>	<u>253</u>	<u>-</u>	<u>-</u>	<u>58,826</u>	<u>247</u>	<u>-</u>	<u>-</u>	<u>15,817</u>	<u>79,931</u>
Deferred Inflows of Resources - Property Taxes	28,762	4,002	-	1,945	-	-	-	48	-	34,757
Deferred Inflows - CIP and College Plan	-	-	-	-	-	-	-	-	21,460	21,460
Deferred Inflows - Leases	12,938									12,938
Total Liabilities and Deferred Inflows of Resources	<u>46,488</u>	<u>4,255</u>	<u>-</u>	<u>1,945</u>	<u>58,826</u>	<u>247</u>	<u>-</u>	<u>48</u>	<u>37,277</u>	<u>149,086</u>
Net Position										
Unrestricted	85,800	14,885	51,218	-	-	3,932	-	-	7,783	163,618
Restricted	-	-	-	-	-	17,529	-	1,434	-	18,963
Debt Service	-	-	-	3,661	(61,339)	-	-	-	-	(57,678)
Plant	-	-	-	-	-	-	101,750	-	-	101,750
Total Net Position	<u>85,800</u>	<u>14,885</u>	<u>51,218</u>	<u>3,661</u>	<u>(61,339)</u>	<u>21,461</u>	<u>101,750</u>	<u>1,434</u>	<u>7,783</u>	<u>226,653</u>
TOTAL LIABILITIES & NET POSITION	<u>\$ 132,288</u>	<u>\$ 19,140</u>	<u>\$ 51,218</u>	<u>\$ 5,606</u>	<u>\$ (2,513)</u>	<u>\$ 21,708</u>	<u>\$ 101,750</u>	<u>\$ 1,482</u>	<u>\$ 45,060</u>	<u>\$ 375,739</u>

**OAKTON COLLEGE
EDUCATION AND OPERATIONS AND MAINTENANCE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES
EIGHT MONTHS ENDED FEBRUARY 28, 2025**

	Operating Budget (000)	Prorated Budget (000)	Actual (000)	As a % of Prorated Budget	
				Current	Last Year
REVENUES (cash and accrual basis)					
Property Taxes	\$ 62,753	\$ 31,394	\$ 41,652	133%	99%
Replacement Tax	2,000	1,333	995	75%	115%
State Revenue	5,270	3,513	4,341	124%	148%
Tuition and Fees	20,621	21,989	21,743	99%	100%
Other	3,160	2,107	4,584	218%	220%
TOTAL REVENUES	\$ 93,804	\$ 60,336	\$ 73,315	122%	105%
EXPENDITURES (accrual basis)					
Instructional	\$ 32,314	\$ 21,543	\$ 22,400	104%	95%
Academic Support	21,912	14,608	14,406	99%	90%
Student Services	9,300	6,200	5,422	87%	83%
Public Services	1,455	970	831	86%	83%
Operations and Maintenance	9,130	6,087	5,348	88%	86%
General Administration	9,142	6,095	5,455	90%	85%
General Institutional	664	443	1,479	334%	321%
Contingency	2,146	1,431	-	0%	0%
TOTAL EXPENDITURES	\$ 86,063	\$ 57,375	\$ 55,341	96%	90%
Revenues over (under) expenditures	7,741	2,960	17,974		
Net Fund transfers					
To O & M Fund (Restricted)	(2,500)	(1,667)	(1,667)		
To Auxiliary Fund and Alliance	(2,500)	(1,667)	(1,667)		
To Restricted Purpose Fund	(100)	(67)	(67)		
To Liability, Protection & Settlement Fund	(880)	(587)	(587)		
To Social Security/Medicare Fund	(904)	(603)	(603)		
From Working Cash Fund: Interest	290	193	193		
Total Transfers	\$ (6,594)	\$ (4,396)	\$ (4,396)		
Net Revenue over (under) expenditures	\$ 1,147	\$ (1,436)	\$ 13,578		

**OAKTON COLLEGE
REVENUES AND EXPENDITURES
EIGHT MONTHS ENDED FEBRUARY 28, 2025**

**AGENDA ITEM 3/25-3
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	25	1,489	5956%
Total revenues	<u>320</u>	<u>1,786</u>	<u>558%</u>
EXPENDITURES			
Project Management Service	200	200	100%
Learning Commons RHC	750	585	78%
Boiler Replacement	150	-	0%
Des Plaines Workplace - Critical Adjacencies	2,305	1,527	66%
Learning Commons DP - Enabling Project	-	403	0%
TenHoeve Wing Remodeling	-	-	0%
Oakton College Health Education Center	782	91	12%
Exterior Lighting Project	900	65	7%
Learning Commons - Des Plaines	2,684	-	0%
Baseball Parking Lot	250	92	37%
Rm 2446 Remodel CURIC FY25	16	-	0%
CDL Program Parking Lot Upgrades	-	4	0%
Capital Equipment	633	32	5%
Hardware Replacement/Master Keying	500	90	18%
Landscape Improvement	715	254	36%
Pedestrian Path	250	-	0%
Camera Replacement	150	14	9%
Washroom Upgrades Phase I	874	-	0%
Baseball Complex Renovation	1,145	987	86%
Courtyards	16	-	0%
Site and Construction	-	67	0%
Contingency	-	-	0%
Total expenditures	<u>12,320</u>	<u>4,411</u>	<u>36%</u>
Transfer in	2,500	1,667	67%
Net	<u>\$ (9,500)</u>	<u>\$ (958)</u>	<u>10%</u>

AUXILIARY ENTERPRISE FUND (excluding Alliance)	Budget (000)	Actual (000)	Actual as a % of Budget	
			Current	Last Year
REVENUES				
Bookstore Sales	\$ 1,332	\$ 1,712	129%	121%
Workforce Development	210	26	12%	6%
Copy Center	110	68	62%	107%
Athletics	42	36	86%	76%
Child Care	397	287	72%	89%
PAC Operations	-	6	0%	300%
Other	69	63	91%	98%
Interest and Investments Gain/Loss	188	63	34%	33%
Total revenues	<u>2,348</u>	<u>2,261</u>	<u>96%</u>	<u>96%</u>
EXPENDITURES				
Bookstore Operating Expenses	\$ 1,772	\$ 739	42%	69%
Workforce Development	200	92	46%	36%
Copy Center	431	287	67%	61%
Athletics	1,302	934	72%	69%
Child Care	570	355	62%	62%
PAC Operations	105	84	80%	58%
Auxiliary Services Administration	341	237	70%	69%
Other	479	114	24%	22%
Total expenditures	<u>5,200</u>	<u>2,842</u>	<u>55%</u>	<u>61%</u>
Transfers in (out)	2,272	1,515		
Net	<u>\$ (580)</u>	<u>\$ 934</u>		

**ALLIANCE FOR LIFELONG LEARNING
SUMMARY OF REVENUES AND EXPENDITURES
EIGHT MONTHS ENDED FEBRUARY 28, 2025**

	<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	\$ 389	\$ 398	68%	73%
Tuition and Fees	2,934	1,956	975	33%	72%
Sale of Materials	1	1	-	0%	0%
Institutional Support					
Evening High School	133	89	49	37%	68%
Other Revenues	45	30	27	60%	31%
Total revenues	<u>3,697</u>	<u>2,465</u>	<u>1,449</u>	<u>39%</u>	<u>71%</u>
<u>EXPENDITURES</u>					
Administrative Support	\$ 1,428	952	\$ -	0%	48%
Instructional Programs					
Allied Health	192	128	36	19%	24%
Job-related	1,692	1,128	406	24%	31%
Personal	28	19	17	61%	85%
Emeritus Programs	63	42	15	24%	48%
High School Programs	133	89	50	38%	35%
ESL Programs	63	42	43	68%	51%
Total Programs	<u>2,171</u>	<u>1,447</u>	<u>567</u>	<u>26%</u>	<u>34%</u>
Total expenditures	<u>3,599</u>	<u>2,399</u>	<u>567</u>	<u>16%</u>	<u>42%</u>
Revenue over (under) expenditures	<u>\$ 98</u>	<u>\$ 65</u>	<u>\$ 882</u>		
Transfer in	53	35	35		
Net	151	101	917		

OAKTON COLLEGE
STUDENT ACTIVITIES FUND
SUMMARY OF REVENUES AND EXPENDITURES
EIGHT MONTHS ENDED FEBRUARY 28, 2025

		Program Generated Revenue	Revenue Allocated to Programs	Total Revenue and Allocation	Expenditures	Program Net Fav (Unfav)
Activity fees	\$ 439,817					
Interest income	-					
Sub total revenues	439,817					
369901 Student Government Association	16,690	50,000	66,690	(59,197)	7,493	
369910 Occurrence	-	10,000	10,000	(100)	9,900	
369919 Campus Activities Board	20	70,000	70,020	(51,553)	18,467	
369920 Star Wars Club	-	650	650	(152)	498	
369922 IEEE	-	2,703	2,703	-	2,703	
369923 Stud for Global Health Sustain	-	3,182	3,182	(115)	3,067	
369924 Anime Club	-	600	600	-	600	
369925 Biology Club	-	1,000	1,000	-	1,000	
369926 Diversability Club	-	600	600	(430)	170	
369929 Asian American Unity Club	-	500	500	-	500	
369931 Stitch Happens	337	763	1,100	(14)	1,085	
369932 Ceramics Club	-	1,131	1,131	(125)	1,006	
369934 International Students Club	-	500	500	-	500	
369935 Honors Student Organization	-	1,400	1,400	-	1,400	
369937 Oakton Future Educators	-	602	602	(176)	426	
369939 Psychology Club	-	500	500	-	500	
369940 Card and Board Game Club	-	2,191	2,191	-	2,191	
369941 Oakton Math Team	-	500	500	-	500	
369943 Japanese Culture Club	-	872	872	(100)	772	
369944 South Asian Club	-	890	890	-	890	
369945 Physical Therapy Assist.	1,100	2,857	3,957	(1,023)	2,934	
369946 Phi Theta Kappa (PTK)	3,100	17,000	20,100	(2,534)	17,566	
369947 Oakton Pride Club	-	1,498	1,498	-	1,498	
369949 Mission Bible Club	-	629	629	(218)	410	
369951 Society of Women Engineers	350	1,648	1,998	(1,925)	73	
369955 Environmental Club	199	2,115	2,314	(1,045)	1,268	
369959 Black Student Union	-	3,015	3,015	(582)	2,434	
369960 Muslim Student Association	285	500	785	(122)	663	
369961 DECA	452	500	952	(16)	936	
369962 Artist Liberator's Club	-	500	500	-	500	
369963 Fine Arts Club	-	1,430	1,430	(486)	944	
369964 Oakton Helping Others	-	2,899	2,899	-	2,899	
369967 Creative Writing Club	-	900	900	-	900	
369968 Diverse D.U.R.A. Outreach	-	1,115	1,115	-	1,115	
369969 Great Books Club	-	884	884	-	884	
369970 Oakton Octaves Club	-	960	960	(19)	941	
369971 Habitat for Humanity	-	2,288	2,288	-	2,288	
369972 PAYO	83	2,502	2,585	(189)	2,396	
369973 Oakton Student Dance Club	-	777	777	-	777	
Sub Totals	22,615	70,000	70,020	(120,121)	77,418	
<u>Fund Summary</u>						
Total Revenues	\$ 462,432					
Total Expenditures	(120,121)					
Total Transfers to other funds	-					
Excess revenues over expenditures	342,311					
Net Position 6/30/24	1,600,187					
Net Position, end of period	\$ 1,942,498					

**OAKTON COMMUNITY COLLEGE
AUTOMATIC CLEARING HOUSE (ACH) WIRE TRANSFERS & PAYMENTS
Feb-25**

GENERAL FUND TRANSFERS/PAYMENTS

DATE	AMOUNT	REFUNDS/ STUDENT- DISBURSEMENTS	ILLINOIS SALES TAX	EMPLOYEE HEALTH INSURANCE CCHC	CHASE CREDIT CARD	BOND HOLDER & MISC
	\$ -					
2/14/2025	\$ 915,384.40			\$ 915,384.40		
	\$ -					
2/21/2025	\$ 6,348.00		\$ 6,348.00			
	\$ -					
TOTAL	\$ 921,732.40	\$ -	\$ 6,348.00	\$ 915,384.40	\$ -	\$ -

PAYROLL TAXES - TRANSFERS/PAYMENTS

DATE	AMOUNT	FEDERAL PAYROLL TAXES	STATE PAYROLL TAXES	SURS	CREDIT UNION AND TAX SHELTERS
2/14/2025	\$ 694,529.66	\$ 276,342.86	\$ 100,718.80	\$ 241,912.93	\$ 75,555.07
	\$ -				
2/28/2025	\$ 697,795.79	\$ 275,442.68	\$ 102,118.48	\$ 246,014.83	\$ 74,219.80
	\$ -				
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 1,392,325.45	\$ 551,785.54	\$ 202,837.28	\$ 487,927.76	\$ 149,774.87

Supplemental Authorization to Pay Professional Personnel – Spring 2025

Comparative figures:

Spring 2025 Adjunct Faculty
\$3,555,806.43

Spring 2024 Adjunct Faculty
\$3,568,027.65

**Spring 2025 Alliance
Part-Time Instructors**
\$462,836.00

**Spring 2024 Alliance
Part-Time Instructors**
\$399,658.25

Spring 2025 Overload
\$661,039.73

Spring 2024 Overload
\$592,119.00

IL:jg
3/2025

President’s Recommendation:

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

“Be it resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$462,538.39 to the total amount of part-time teaching salaries paid during the spring 2025 semester; the revised, total payment amount is \$4,018,642.43.”

“Be if further resolved that the Board of Trustees of Community College District 535 approves an adjustment of \$123,580.63 to the total amount of faculty overload salaries paid during the spring 2025 semester; the revised, total payment amount is \$661,039.73.”

Approval of Clinical Practice Agreements

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

Pharmacy Technician

Amendment: This is an amendment for the Pharmacy Technician Program. It has been reviewed and approved by the College faculty and administration. This is a two-year agreement which commences on September 17, 2025 and terminates on September 17, 2027.

Physical Therapy Assistant

Renewal: This is a renewal agreement for the Physical Therapy Assistant Program. It has been reviewed and approved by the College faculty and administration. This is a two-year agreement which commences on March 18, 2025 and terminates on March 18, 2027.

Sterile Processing Technician

Amendment: This is an amendment for the Program Memorandum for Sterile Processing Technician Program. It has been reviewed and approved by the College faculty and administration. This is a two-year agreement which commences on March 18, 2025 and terminates on March 18, 2027.

IL:ds
3/2025

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:

Physical Therapy Assistant (1)
Pharmacy Technician (1)
Sterile Processing Technician (1)."

Approval of Rock Salt Contract Joint Participation Agreement with the Illinois Department of Central Management Services

This Rock Salt Joint Participation Agreement is offered to governmental units who agree to participate in the CY2025-CY2026 Rock Salt solicitation and who agree to take delivery of required tonnage as specified in the resulting joint purchase master contract(s). The resulting joint purchase master contract(s) will be for a one (1) year term with no options to renew.

MR:tt
3/2025

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 Rock Salt Contract Joint Participation Agreement between Oakton College and the Illinois Department of Central Management Services.”

Certificate of Authority by Vote

I, Theresa Bashiri-Remetio, **hereby certify** that I am duly elected Secretary Of Oakton Community College District 535 (“Governmental Unit”). I hereby certify the following is a true copy of a vote taken at a meeting of the Board of Directors (or equivalent governing body), duly called and held on March 18, 2025, at which a quorum of the Members was present and voting.

Voted: That Michele C. Roberts, Vice President for Administrative Affairs (may list more than one person) is duly authorized to enter into contracts, to include joint participation agreements, on behalf of Oakton Community College District 535 with the State of Illinois and any of its agencies or departments and further is authorized to execute any documents which may in his/her judgment be desirable or necessary to affect the purpose of this vote.

I **hereby certify** that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract or joint participation agreement to which this certificate is attached. I further certify that it is understood that the State of Illinois will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the Governmental Unit. To the extent that there are any limits on the authority of any listed individual to bind the Governmental Unit in contracts with the State of Illinois, all such limitations are expressly stated herein.

Dated: _____

Attest: _____

(Written signature & Title)

Authorization to Approve March Purchases

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

Items “a – d” were previewed at the February 2025 Board of Trustees Meeting. Item “e” was previewed at the January 2025 Board of Trustees Meeting.

MR:tt
3/2025

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>
3/25-7a	1	ShareStream Cloud-Based Video on Demand – Three-Year Contract Renewal	ShareStream, LLC Reston, VA	\$60,300.00
3/25-7b	1	zSpace Learning Station Inspire 2 PRO Laptops	zSpace, Inc San Jose, CA	\$59,908.00
3/25-7c	1	Used Automotive Vehicles	To Be Determined	\$125,000.00
3/25-7d	2	Job Search Genius Software – One-Year Contract Renewal	WriteSea Group, Inc Tulsa, OK	\$30,000.00
3/25-7e	2	Renovation Services for Des Plaines Library and Learning Commons	Riley Construction Company, Inc Waukegan, IL	\$6,046,101.60

GRAND TOTAL: \$6,321,309.60.”

IN DISTRICT	\$0.00
CONSORTIUM	\$0.00
BID	\$6,046,101.60
BID EXEMPT	\$275,208.00
QBS	\$0.00
CERT. MBE	\$0.00
CERT. WBE	\$0.00
NON-CERT. MBE	\$30,000.00
NON-CERT. WBE	\$0.00

Authorization to Purchase ShareStream Cloud-Based Video on Demand – Three-Year Contract Renewal

ShareStream is a cloud-based video streaming and media management solution for educational institutions. It allows the uploading of recordings and a repository of content used for teaching and instruction. It also integrates seamlessly with all Learning Environments, including D2L. Oakton has successfully used ShareStream for the past nine years. The current contract expires on June 30, 2025.

The Administration seeks board approval to purchase ShareStream Cloud-Base video on Demand for an additional three years in the total amount of \$60,300.00.

The cost breakdown is as follows:

Term	Cost
Year 1 (July 1, 2025 – June 30, 2026)	\$20,100.00
Year 2 (July 1, 2026 – June 30, 2027)	\$20,100.00
Year 3 (July 1, 2027 – June 30, 2028)	\$20,100.00
Grand Total	\$60,300.00

The subscription license for the ShareStream Platform includes:

- ShareStream’s Media Portal and Media Manager
- Integration with Oakton’s Brightspace by D2L LMS
- Integration with Oakton’s single sign-on (SSO) solution
- Integration with Oakton’s Zoom environment
- Unlimited bandwidth for media delivery
- Unlimited machine-generated captions
- Customer support for Oakton’s project leads
- Software updates and maintenance.

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

JC:tt
3/2025

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 ShareStream Cloud-Based Video on Demand – Three-Year Contract Renewal from ShareStream, LLC, 11600 Sunrise Valley Drive, Suite 400, Reston, VA 20191, for a total amount of \$60,300.00.”

Authorization to Purchase zSpace Learning Station Inspire 2 PRO Laptops

The Automotive Technology department needs to replace the zSpace Learning Station Inspire 2 Pro laptops. The current laptops are outdated and are unable to upgrade to Windows 11. Because of this incapability, the outdated laptops will not accept the most current software available from H2I zSpace.

The Automotive Virtual Reality (VR) Training Solutions provided by zSpace offers extraordinary hands-on experiences while improving student interest and performance in mechanic training. These applications greatly expand the opportunities available to students by eliminating consumables, reducing training space, and allowing students to prepare for industry certifications in a safe environment.

The zSpace laptops allow the instructor and students access to 3D images of automotive components. With this technology, the instructor can use laptops during class lectures. Students will be able to disassemble/reassemble individual components and complete transmissions and engines. With the virtual imagery, the students can see the internal workings of some elements that they cannot disassemble in the auto lab or their place of employment. Also, the instructor can create course assignments to accompany the lectures.

The laptops will be used in various automotive courses, and the average number of students enrolled in these courses ranges from 120 to 150 students per semester.

These specialized laptops and software can only be purchased from zSpace, Inc. of San Jose, CA.

The Administration seeks approval to purchase zSpace Learning Station Inspire 2 Pro laptops for a total amount of \$59,908.00. This includes eleven zSpace laptops, software, and three years of support and warranty.

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

JK:tt
3/2025

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 zSpace Learning Station Inspire 2 PRO Laptops from zSpace, Inc, 2050 Gateway Place, Suite 100-302, San Jose, CA 95110, for a total amount of \$59,908.00."

Authorization to Purchase Used Automotive Vehicles

The Automotive Technology Department is requesting the purchase of four used vehicles to support the Automotive Department's academic program. The first vehicle, a small used diesel pickup truck from 2020 to 2025, will be purchased using the capital equipment budget of \$25,000.00 from FY 2025. This vehicle will replace the 1995 GMC Jimmy truck, which no longer has the technology required to effectively support the current automotive curriculum.

In addition, Oakton College was awarded the ICCB Rev Up Electric Vehicle Round 3 grant, whose grant period is from January 1, 2025, through December 31, 2025, totaling \$391,418.00. From this grant, \$100,000.00 has been allocated to purchase three used electric/hybrid vehicles to support the electric vehicle curriculum. Currently, funds have not been dispersed from the state to purchase the three electric vehicles; however, several vehicles ranging from 2010 to 2025 have been identified from several automotive manufacturers including Tesla, Toyota, Chevrolet, and Nissan. Once the state disperses the funds, three electric vehicles will be purchased.

Purchasing the exact models of diesel and electric/hybrid vehicles is difficult to identify within a 50-mile radius and at one dealership. Therefore, multiple dealerships will be used for the purchase instead. Dealerships visited for evaluation and selection include Golf Mill Chevrolet, Jennings Chevrolet, Bredemann Ford, Nelson Auto, Arlington Heights Ford, Arlington Nissan, Bredemann Ford and Toyota, Nelson Auto, Jibb Motors, Lincolnwood Toyota, Auto Trader, and CarMax.

The Administration seeks approval to purchase four used vehicles to support the automotive program for a total amount not to exceed \$125,000.00 from various vendors to be determined.

The purchase is bid-exempt pursuant to ILCS-805/3-27.1 item 1(i) "purchases of equipment previously owned by some entity other than the district itself."

RH:tt
3/2025

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 Four Used Automotive Vehicles from various vendors (to be determined), for a grand total not to exceed \$125,000.00."

Authorization to Purchase Job Search Genius Software – One-Year Contract Renewal

Oakton College has been the recipient of Rounds 1-3 of an ICCB Trades School grant that supports the development of programming, helping high school (HS) students in Evanston Township High School (ETHS), Glenbrook South High School, and Niles Township Schools to be excited about, aware of, and prepared for careers that do or can benefit from the applications of Artificial Intelligence tools such as OpenAI's ChatGPT. Two of the three main objectives of Oakton's project are 1) to deliver to high school students coursework leading to a certificate in the Essential Applications of Artificial Intelligence (AI) and 2) to provide internships, projects, and service-learning opportunities that introduce students to various ways in which AI is being applied to problems facing our region's employers. To support these objectives, Oakton's project also calls for providing high school students with various wrap-around services, including career counseling.

In addition, one of Oakton's PATH grant objectives is to support students enrolled in specific healthcare programs to transition to employment or advance in their careers successfully. The student data indicates that a significant percentage of these students are currently employed or have various personal responsibilities. As a result, they would benefit from career services that are engaging, individualized, and easily accessible. Technology, such as Job Search Genius, will enable students to prepare for their career journey without restrictions related to time or location.

To help meet these objectives, we are proposing to purchase, using grant funds, a one-year license for use of and training with the AI-powered software Job Search Genius. This software represents a major advancement in career services technology through its innovative use of OpenAI tools to create polished resumes and cover letters and provide tools and guidance for interviews and negotiations. The software also comes with a sophisticated software management platform that will allow HS students, in collaboration with Oakton faculty and staff, to analyze the performance of the software and learn how AI tools can positively impact outcomes in a particular industry. Therefore, it will provide an ideal platform for faculty to develop projects exposing ETHS and other Oakton students to how AI tools are applied in today's work environment. At the same time, it will provide both HS and PATH grant students with invaluable assistance in their own career journeys.

WriteSea Group, Inc. is a non-certified minority-owned business, and the CEO has offered to visit and work with HS and PATH grant students to share their entrepreneurial journey, as well as to provide them with a vision for how AI will continue to develop and shape the future of work in our world.

The Administration seeks board approval to purchase Job Search Genius Software for an additional year in the total amount of \$30,000.00.

This sole source purchase is only available from WriteSea Group, Inc. In addition, according to ILCS-805/3-27.1 item f, "purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services: are exempt from the bidding process."

JR:tt
3/2025

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 Job Search Genius Software - One-Year Contract Renewal from WriteSea Group, Inc., 100 S Cincinnati Avenue, Suite 533, Tulsa, OK 74133 for a total amount of \$30,000.00."

Authorization to Purchase Renovation Services for Des Plaines Library and Learning Commons

One of the projects identified in the new Master Plan refresh is remodeling the Des Plaines Library to become the “Learning Commons.” This project combines the Library and Learning Center into one centrally located space. The Learning Commons will enhance the student academic support experience by integrating the library, learning center, and student educational computing services into one location that offers an engaging space for quiet study, collaboration, creativity, and the latest technology. Plans and specifications have been prepared by Urban Works, the College’s selected QBS architects.

UrbanWorks (certified WBE and MBE) provided complete project design and engineering plans and specifications for this project. With this information, the Facilities and Procurement offices worked together to issue a bid. The bid was sent to 119 (11 in-district) contractors. The College received ten bids.

Des Plaines Library and Learning Commons	
Bid# 0107-25-04	
Vendor	Total Price
Riley Construction Company, Inc	\$5,332,489.00
Troop Contracting, Inc	\$5,440,000.00
Construction Inc	\$5,498,000.00
Industria Construction Services	\$5,503,683.00
Drive Construction Inc	\$5,517,000.00
Reed Construction	\$5,584,000.00
Maman Corp	\$5,628,000.00
Manusos General Contracting, Inc	\$5,814,098.00
Loberg Construction	\$7,064,083.00
Scale Construction Inc	\$7,346,877.00

The responsible and responsive low bid of \$5,332,489.00 was submitted by Riley Construction Company, Inc of Waukegan, Illinois. UrbanWorks conducted a bid/project scope review meeting with the College’s construction manager and Riley Construction Company to ensure all bid specifications were met. UrbanWorks has qualified Riley Construction Company to meet all project specifications.

In addition to the base bid of \$5,332,489.00, the Administration is requesting an allowance of \$163,967.00 for the installation of enhanced acoustical option for interior demountable wall partitions at all offices and all Focus and Huddle rooms, which were listed as the bid alternates, along with a project contingency of \$549,645.60 (10%). This brings the grand total to \$6,046,101.60. Work will be scheduled to begin in March 2025, with substantial completion by November 2025.

RS:tt
3/2025

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 Renovation Services for Des Plaines Library and Learning Commons from Riley Construction Company, Inc, 11032 S. Northpoint Boulevard, Waukegan, IL 60085, for a contract sum of \$5,332,489.00, plus an allowance of \$163,967.00 for the installation of enhanced acoustical option for interior demountable wall partitions at all offices and all Focus and Huddle rooms, and a project contingency of \$549,645.60 to be held by the College and used in the best interest of the College, for a total not to exceed \$6,046,101.60 in accordance with their low bid in response to Invitation to Bid # 0107-25-04."

Preview and Initial Discussion of Upcoming Purchases

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

- a. **Elevator Replacement – Enrollment Center** – The elevator in the Des Plaines campus Enrollment Center is over forty years old and needs complete replacement upgrades. Replacement parts for the existing elevator electronic controls and mechanical equipment are obsolete. In addition, the current cab interior is old and outdated. The College is seeking a proposal for design engineering services from Perkins + Will, one of the College's QBS architecture firms.

This purchase will be presented to the Board at the April 2025 Meeting.

- b. **Reimbursement to Educational Foundation for Blackbaud Software – Four-Year Renewal** – The Oakton College Educational Foundation has been using the Blackbaud Fundraising Solution software since 2016, which includes Raisers Edge donor management module and Financial Edge, the financial tracking module. The Blackbaud software provides support for event management and allows for customized email and newsletters to help deliver direct and targeted messages to prospects, donors, and alumni. The system tracks relationships and engagement with nearly 40,000 constituents, providing a historical record and continuity in relationship management for Oakton, financial management capabilities for the Foundation, and supports the work of the office.

Following the Memorandum of Understanding (MOU) executed between the Foundation and the College in 2021, ownership of the Blackbaud software account transferred to the Foundation. The Foundation manages the contract, renewals, upgrades, and payables. Based on the MOU in place, the College and Foundation have agreed to share the cost of this software 50/50. The Foundation invoices the College annually for the institution's portion of this shared cost.

The contract expires in May 2025 and will be presented to the Board at the April 2025 Meeting.

- c. **Omatic Cloud Migration for File Import Software – Three-Year Contract Renewal** – The Alumni Relations function within the Advancement team is responsible for building and maintaining relationships with graduates beyond their time at the College. Key to the success of this endeavor is the ability to obtain and retain accurate contact and personal information for these alumni. Since 2019, the Alumni Relations team, aided by the Registrar's Office and the Educational Foundation, has utilized the Omatic automated import management software to exchange data between Oakton's Banner Student Information System and the Foundation's Blackbaud Raiser's Edge constituent relationship management (CRM) for this purpose. The system helps streamline an otherwise manual import/export process as credentials are awarded across the academic year, efficiently mapping imported and exported information between identified fields in Banner and Raiser's Edge system.

The current contract will expire on September 11, 2025. While we currently host this software, the vendor is transitioning all clients to a cloud-based system.

This purchase will be presented to the Board at the April 2025 Meeting.

- d. **Batting Cage and Turf Installation** – The current single batting cage is over thirty years old and needs extensive maintenance and repair. The current batting cage doesn't adequately serve the needs of the baseball and softball rosters. The College will replace the batting cage with a double batting cage to better serve the growing rosters of the baseball and softball teams,

allowing for more than twice the current number of players to use the cages simultaneously. Additionally, the new double batting cage will be installed in a new location, allowing the cage to be used without interfering with fans' enjoyment of the games.

A public bid has been issued, and the bid result will be presented to the Board at the April 2025 meeting.

- e. **Furniture for Des Plaines Library and Learning Commons** – One of the projects identified in the new Master Plan refresh is remodeling the Des Plaines Library to become the “Learning Commons.” This project combines the Library and Learning Center into one centrally located space. The Learning Commons will enhance the student academic support experience by integrating the library, learning center, and student educational computing services into one location that offers an engaging space for quiet study, collaboration, creativity, and the latest technology. Oakton College will procure furniture from Forward Space, LLC, to outfit these areas. The furnishings will support flexible and productive work and learning environments for students, faculty, and staff.

This purchase will be presented to the Board at the April 2025 Meeting.

- f. **Desktop Computers for Testing Center** – With the construction and extension of the Testing Center as part of the Enabling Adjacencies project, additional desktop computers will be required to meet the challenge of the expanded demand for student support in this area.

With the purchase of additional desktop computers, the Testing Center can offer third-party exams such as PearsonVUE, whole class proctoring, and extra support for students with accommodations.

This purchase will be presented to the Board at the April 2025 Meeting.

- g. **Audio Visual (AV) Installation – Endeavor Evanston** – External contractors manage the network infrastructure for the Endeavor Evanston Campus Project. Due to schedule and scope changes, additional external AV contractors are required. The AV installation will use contractor-provided conduits and black boxes in the classrooms and labs.

This purchase will be presented to the Board at the April 2025 Meeting.

- h. **Chromebooks and iPads – Adult Education Grant** – The Adult Education (AE) Department at Oakton College was recently awarded the ICCB Digital Instruction for Adult Education grant. The AE department recognizes the critical role technology plays in student success and equitable access to education. To better support the needs of the 2,700 Adult Education students, more Chromebooks and Apple iPads are needed. This will significantly enhance access to essential learning tools.

With this Digital Equity Grant, the department will purchase 160 Chromebooks to support the 483 students currently enrolled in online or hybrid classes. Increasing technology resources ensures AE students have the tools to succeed in an increasingly digital learning environment, fostering greater equity, and academic achievement.

In addition, the department will also purchase approximately 37 Apple iPads to use during registration events and for student intake and testing. Apple iPads are more portable and the intuitive user interface will make student intake more efficient and user-friendly. By expanding the Chromebook inventory and introducing Apple iPads, the Adult Education department will significantly enhance student access to essential digital tools.

This purchase will be presented to the Board at the April 2025 Meeting.

- i. **Consulting Services for TargetX Customer Relationship Management (CRM) System** – Since October 2018, the College has utilized the TargetX Customer Relationship Management (CRM) system in its Enrollment Management and Student Success subdivisions. The platform is a critical component of the portfolio of products the College uses to facilitate the online admission application, communication with prospective and current students, management of events, scheduling appointments, and early alerts, among other features.

Recent staff departures have created voids in the oversight of the CRM, and the College needs to bridge this gap until new employee(s) are hired and trained to fulfill this function.

This purchase will be presented to the Board at the April 2025 Meeting.

- j. **Border Routers and Hardware Support and Maintenance** – The College's local area networks and wide area networks are built with a combination of four core switch/routers, 159 edge switches, and two border routers providing over 6,000 network ports for computers, phones, wireless access points, digital signs, building management system controllers, security cameras and numerous other network devices. The FY 2024-2025 capital equipment budget includes funds to replace the two 9-year-old border routers.

This purchase will include two Cisco C8500L-8S4X devices with 4 x 10Gb/s interfaces and up to 39Gb/s IPv4 forwarding capacity. These routers connect the College to the Internet and all public cloud resources.

This purchase will be presented to the Board at the April 2025 Meeting.

- k. **Multifactor Authentication (MFA) Services Renewal** – The College currently uses Duo Multifactor Authentication (MFA) for almost all systems. As information technology security threats have increased and the College has moved to more cloud-hosted services, it became critically important to move beyond passwords. With Duo multifactor authentication, users continue to use a password, but can flexibly add additional authentication mechanisms such as a linked mobile device push/One Time Password (OTP) application or a hardware security key. This is a critical protection to prevent attacks using compromised credentials.

The College's IT department evaluated various applications and services from multiple vendors and selected Duo Security in 2020. Duo is purchased using a Software as a Service (SaaS) model and the current one-year contract is up for renewal on May 21, 2025.

Given the requirements for MFA from the revised safeguards rule for the Gramm-Leach-Bliley Act, and our cybersecurity insurers, the Administration is reviewing all options for MFA.

This purchase will be presented to the Board at the April 2025 Meeting.

Authorization to Hire Vice President for Student Affairs

The administration is recommending the hire of Dr. Bernard Little for the Vice President for Student Affairs position.

The search began on December 3, 2024. There were postings on the Oakton College website, LinkedIn, Historically Black Colleges and Universities (hbcuconnect.com), Hispanic Association of Colleges and Universities (hacu.net), Diverse Jobs (diversejobs.net), Inside Higher Education (insidehighered.com), Higher Education Jobs (higheredjobs.com), Illinois Unemployment (illinoisjoblink.illinois.gov), NACUBO (National Association of College & University Business Officers), and the Chronicle of Higher Education (jobs.chronicle.com).

There were ninety-five applicants for the Vice President for Student Affairs position. The search committee conducted five semi-finalist interviews and selected three candidates for on-campus interviews with a number of employee groups, including the President's Council, the Student Affairs Leadership Team, student leaders and President Smith, as well as an open forum session for college administrators, faculty, and staff.

Dr. Little currently serves as the Vice President for Student Affairs at Prairie State College. He oversees a wide range of areas in Student Affairs including student success, mental health supports, enrollment and retention, student conduct, leadership development and crisis management. Dr. Little earned his Doctor of Philosophy from DePaul University in Educational Leadership.

JF:vb
3/2025

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 appointment of Dr. Bernard Little as Vice President for Student Affairs effective June 2, 2025 at an annual salary of \$195,000. That salary will be prorated for the period of June 2 through June 30, 2025."



**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 535
COUNTY OF COOK AND STATE OF ILLINOIS
ADMINISTRATOR'S EMPLOYMENT CONTRACT**

This agreement, entered into by and between the Board of Trustees of Community College District 535, County of Cook and State of Illinois, a body politic and corporate, hereinafter referred to as the "Board" and Bernard Little hereinafter referred to as the "Administrator;"

WITNESSETH:

Whereas, pursuant to the Administrator's application, the Board's President has recommended the administrator's appointment as Vice President for Student Affairs the Board's College, and the Board has approved such recommendation;

Now, therefore, it is agreed by and between the Board and the Administrator as follows:

1. The Administrator is appointed Vice President for Student Affairs of the Board's College from June 2, 2025 through June 30, 2025. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board policy and the job classification manual, as revised from time to time, and such other related duties as are assigned from time to time by or at the direction of the Board of Trustees and the President. In consideration for services rendered by the Administrator, the Board shall pay the Administrator a salary at an annual salary of \$195,000, which includes the equivalent of 3% of the Administrator's annual contribution to SURS. This salary shall be for the period June 2, 2025 through June 30, 2025.
2. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
3. This contract and services rendered are subject to all applicable Constitutional provisions and the Illinois Revised Statutes, and any provisions contrary to these documents may be considered void without invalidating the remainder of the contract.
4. This contract guarantees the administrator the rights of procedural due process.
5. This agreement shall not be effective unless it is signed and returned to the President.

Dated and returned this _____ day of _____ 2025 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on March 18, 2025.
(Agenda Item 3/25-9)

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

President

Oakton College does not discriminate on the basis of race, color, creed, religion, national origin, disability, age, sex, marital status, military status, socioeconomic status, sex or gender, gender identity, or sexual orientation in admission to and participation in its educational programs, college activities and services, or in its employment practices.

Inquiries regarding compliance with state or federal nondiscrimination requirements may be directed to the Director of Institutional Equity and Inclusion, Oakton College, 1600 East Golf Road, Des Plaines, Illinois, 60016, or to the Director of the Office for Civil Rights, Department of Education, Washington, D.C.

Acceptance of Administrator Resignation

Dr. Mia Hardy, Dean of Liberal Arts, provided notice of her intent to resign from her position at the College effective May 16, 2025.

Dr. Hardy has served Oakton College in an exemplary manner and we wish her well in her future endeavors.

JF:bs
3/2025

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 Dr. Mia Hardy effective May 16, 2025.”

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

The recommendation to hire Ms. Mary Ellen Girgis and Mr. Vijay Shankar to full-time, tenure-track positions for the 2025-2026 academic year was approved by the Board on February 18, 2025. The academic year should be 2024-2025, and Mr. Shankar’s effective date of hire has changed.

JF:vb
3/2025

President’s Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 535 approves the attached resolutions for Ms. Mary Ellen Girgis effective May 19, 2025, and Mr. Vijay Shankar effective April 21, 2025 for full-time, tenure-track faculty positions for the 2024-2025 academic year. They will receive the salary associated with the lane and step described as follows:

<u>Name</u>	<u>Academic Rank and Assignment</u>	<u>Lane-Step</u>	<u>Base Salary</u>
Ms. Mary Ellen Girgis	Assistant Professor Surgical Technology	A-7	\$72,223
Mr. Vijay Shankar	Assistant Professor Cardiac Sonography	B-5	\$69,458.”

Approval of Vision 2030: Building Just and Thriving Communities, the College's Strategic Plan for FY26 through FY28

With the approval of the Vision 2030: Building Just and Thriving Communities Strategic Plan in 2022, President Smith along with the Board of Trustees set an ambitious vision and goals while acknowledging that the work would not be completed by 2025 when the plan expired. In the fall of 2024, President Smith asked the Strategic Planning, Accountability, and Resources Committee (SPARC) to initiate the process to refresh the College's strategic plan - keeping the core pillars of the plan but adjusting the strategies and the metrics for success.

In order to refresh the plan, SPARC conducted a comprehensive, inclusive process that engaged stakeholders across the Oakton community using surveys as well as large and small group meetings including the Board of Trustees, the Educational Foundation Board, students, administrators, the Student Success Team, orientation week presentation attendees, and other committees and departments across the College. SPARC also reviewed the success metrics set for the first three years of the plan, trends in higher education, and the evolving demographics of the Oakton district. Along with the College's leadership team, SPARC participated in professional development on improving community vibrancy through Achieving the Dream that pushed us to identify populations that we could serve in more intentional ways. All of these sources provided insights and ideas as we determined key strategies and key performance indicators of success for the next three years of Vision 2030: The culmination of this refresh process, Vision 2030: Building Just and Thriving Communities, Oakton's strategic plan for FY 2026 – FY 2028, is presented for the Board of Trustees' approval.

KB
3/2025

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 approves *Vision 2030: Building Just and Thriving Communities*, the College's Strategic Plan for FY 2026 through FY 2028 attached hereto."

**Vision 2030: Building Just and Thriving Communities
Oakton College's Strategic Plan FY26 through FY28**



Optimize Oakton's Operational Foundation

Strengthen Students' Oakton Experience

We will change lives by creating clear educational pathways and reducing barriers for students, with particular attention to serving adult students.

Rooted in equity, the Oakton Experience supports students as they embark on an individualized path, navigate college, grow academically and socially, and transition to their desired next step.

Key Performance Indicators

- Dual Credit to Oakton Enrollment
- Enrollment
- Gateway English & Math Course Completion Rates
- Retention / Persistence (credit & non-credit)
- Credential Completion (credit & non-credit)
- Transfer Rate & Bachelor's Degree Completion Rate

By fully implementing the Oakton Experience, we will:

- Continue to expand Oakton's Caring Campus Initiative to strengthen connections and implement practices that improve student and employee wellbeing
- Reduce barriers in student processes and academic success, with particular attention to the adult student experience, the process for awarding credit for prior learning, and implementing best practices for inclusion of those with differing abilities
- Implement the strategies of Project Open Gate to increase the rates at which students complete gateway English and math courses within their first year of enrollment
- Increase engagement and support for asset-limited, income-constrained, employed (ALICE) students and justice-impacted individuals

Enhance Workforce Readiness & Community Engagement

We will improve economic and social mobility by equipping students with skills for the workplace and becoming a key partner in the economic development and civic life of the district.

Key Performance Indicators

- Employment Rate / Outcomes
- Number of Workforce Partnerships
- Number of Community Partnerships
- Workplace Learning Opportunities and Participation Rate

By building and strengthening broad-based partnerships, we will:

- Build and strengthen workforce and community partnerships to create opportunities for all students, including but not limited to, neurodiverse and justice-impacted individuals
- Ensure students are meeting learning outcomes that support civic engagement and responsible citizenship, particularly in the areas of developing critical thinking, communication skills, literacy, responsibility, and collaboration
- Leverage opportunities for students and employees to engage the Oakton community through service, education, alumni connections, and civic activities

Advance Racial Equity

We will implement best practices to dismantle systemic racism at the College and throughout the district, recognizing this as a major barrier to student success.

Key Performance Indicators

- Campus Climate Survey Results
- Disaggregated Metrics:
 - Dual Credit to Oakton Enrollment
 - Enrollment
 - Gateway English & Math Course Completion Rates
 - Retention / Persistence
 - Completion
 - Transfer Rate / Bachelor's Completion Rate
 - Employment Rate / Outcomes
 - Workplace Learning Opportunities and/or Participation

As our district and student body becomes increasingly diverse, we will:

- Implement strategies to meet hiring and retention goals so that faculty and staff reflect our students and community
- Implement the strategies of Project Open Gate to increase the rates at which students complete gateway English and math courses within their first year of enrollment
- Improve educational outcomes for individuals with some-college experience or credit, but have not yet earned a credential

Optimize Oakton's Operational Foundation

Our Strategic Pillars rely on a strong foundation that include: strategic recruitment and increasing retention of employees at all levels, maintaining state-of-the-art facilities, thoughtful budgeting of financial resources, creating operational efficiencies and improvements through technology, and a culture of thoughtful planning and accountability.

Approval of 2026-2027 Academic Calendar

A working group co-chaired by the Provost/Vice President for Academic Affairs and the Vice President for Student Affairs developed the 2026-2027 Academic Calendar. Input was gathered from all areas of the College.

The calendar provides the appropriate number of instructional days and minutes as stipulated by the Illinois Community College Board. Additionally, new for the 2026-27 academic year, the calendar provides the important dates for the academic parts of term (12-week, 8-week, etc.) so that this information is transparent to students and faculty/staff. The calendar dates are consistent with the schedules used in faculty and staff contracts, support student planning, and enable efficient management of the College.

In accordance with the Board's request, this calendar is modeled from an academic year (August-July) rather than a calendar year (January-December).

IL/AK:dw
3/2025

President's Recommendation:

That the Board adopts the following resolution:

"Be it resolved that the Board of Trustees of Community College District 535 approves and adopts the 2026-2027 Academic Calendar, attached hereto, as part of the office records of the College."

Oakton College
FALL 2026 ACADEMIC CALENDAR (FY 27)

March 30 to first class meeting – Registration for fall 2026 Semester

AUGUST 2026									
S	M	T	W	R	F	S			
						X	August	10	Faculty return for Fall 2026 Semester
2	3	4	5	6	7	8	August	17	Fall 2026 Semester Classes begin
9	D	D	D	D	D	15	August	24	Last day to submit proof of residency, business service agreements and joint agreements
16	S	18	19	20	21	22			
23	24	25	26	27	28	29			
30	31								
SEPTEMBER 2026									
							September	07	Labor Day holiday, College closed
		1	2	3	4	5	September	14	Last day to drop from 16-week courses and have course removed from record*
6	H	8	9	10	11	12	September	14	Last day to change to Audit for 16-week courses*
13	14	15	16	17	18	19	September	18	Last day to file an Application to Graduate for fall
20	21	22	23	24	25	26	September	21	Incomplete (I) grades from Summer 2026 semester due
27	28	29	30				September	24	Any remaining incomplete (I) grades from Summer 2026 semester becomes an F**
OCTOBER 2026									
				1	2	3			
4	5	6	7	8	9	10	October	21	All College Learning Day (No daytime classes and College closed for students and public until 5 pm. Evening classes that start at 5 pm or later will take place).
11	12	13	14	15	16	17			
18	19	20	21	22	23	24			
25	26	27	28	29	30	31			
NOVEMBER 2026									
							November	11	Veterans Day Holiday, College closed
1	2	3	4	5	6	7	November	16	Last day to withdraw with a “W” from 16-week courses* Students will receive a grade in all courses in which they are enrolled after November 16
8	9	10	H	12	13	14	November November	16-18 19	Priority Registration for Spring 2027 Semester Open Registration for Spring 2027 Semester
15	16	17	18	R	20	21	November	26, 27	Thanksgiving Recess, College closed
22	23	24	25	H	H	A	November	28-29	Thanksgiving Recess, no classes, College open (most offices closed)
A	30								
DECEMBER 2026									
		1	2	3	4	5	December	08, 09	Evaluation days***
6	7	E	E	10	11	12	December	09	Last day of student attendance
13	G/S	15	16	17	18	19	December	14	Spring 2027 3 & 4-week Winterim Classes begin*
20	21	22	23	H	H	X	December	14	Grading Day
X	X	X	X	H			December	15	Grades due
							December	24, 25	Christmas holiday, College closed
							December	26-30	Winter break, College closed
							December	31	New Year’s Eve holiday, College closed

A = Academic day off, no classes,
(College open)
B = Spring Break
C = Commencement
D = Staff Development
E = Holiday observance
G = Grading Day
H = Holiday (College closed)
R = Registration
S = Start of classes
X = College closed
Y = Holiday observance (College closed)

Midterm grade submission dates are located in the Google Drive Midterm Grades folder.

* Consult Enrollment Services for deadlines on classes meeting less than 16 weeks.

** Students must make arrangements with individual faculty members regarding deadlines to submit required work for Incomplete (I) grades.

*** Two days to be used for instruction or final student evaluations or culminating course activities. Classes not scheduled to meet on these days and classes which do not meet for the duration of a semester will ordinarily use the last class session(s) for instruction or final student evaluations or culminating course activities.

Oakton College
SPRING 2027 ACADEMIC CALENDAR (FY 27)

November 16 to first class meeting – Registration for Spring 2027 Semester

JANUARY 2027										
S	M	T	W	R	F	S	January	01	New Year's Day holiday, College closed	
							January	04	Winterim Classes End	
					H	X	January	11	Faculty return for spring 2027 Semester	
							January	18	Martin Luther King Jr. Day Holiday, College closed	
X	4	5	6	7	8	9	January	19	Spring 2027 Semester Classes begin	
10	D	D	D	D	D	16	January	19	Winterim Grades due (Winterim grades are due on Tuesday when Spring semester classes begin).	
17	H	S	20	21	22	23	January	25	Last day to submit proof of residency, business service agreements and joint agreements	
24	25	26	27	28	29	30				
31										
FEBRUARY 2027										
	1	2	3	4	5	6	February	15	Presidents' Day holiday, College closed	
							February	16	Last day to drop from 16-week courses and have course removed from record*	
7	8	9	10	11	12	13	February	16	Last day to change to Audit for 16-week courses*	
14	H	16	17	18	19	20	February	19	Last day to file an Application to Graduate for spring	
21	22	23	24	25	26	27	February	22	Incomplete (I) grades from Fall 2026 semester due	
28							February	25	Any remaining incomplete (I) grades from Fall 2026 semester becomes an F**	
MARCH 2027										
							March	08-10	Priority Registration opens for Summer 2027 sessions	
							March	11	Open Registration for Summer 2027 sessions	
	1	2	3	4	5	6	March	15-21	Spring Break	
7	8	9	10	R	12	13	March	22	Classes resume after Spring Break	
14	B	B	B	B	B	B	March	29-31	Priority Registration opens for Fall 2027 Semester	
B	22	23	24	25	26	27				
28	29	30	31							
APRIL 2027										
				R	2	3	April	01	Open Registration for Fall 2027 Semester	
4	5	6	7	8	9	10				
11	12	13	14	15	16	17	April	19	Last day to withdraw with a "W" from 16-week courses*	
18	19	20	21	22	23	24			<i>Students will receive a grade in all courses in which they are Enrolled after April 19.</i>	
25	26	27	28	29	30					
MAY 2027										
							May	13, 14	Evaluation days***	
							May	14	Last day of Students attendance	
						1	May	17	Summer 2027 3 & 4-week Interim Classes begin*	
2	3	4	5	6	7	8	May	17	Grading Day	
9	10	11	12	E	E	15	May	17	Commencement	
16	G/C	18	19	20	21	22	May	18	Grades due	
X	24	25	26	27	X	X	May	31	Memorial Day holiday, College closed	
X	H									

KEY

- A** = Academic day off, no classes, **(College open)**
- B** = Spring Break
- C** = Commencement
- D** = Staff Development
- E** = Evaluation day
- G** = Grading Day
- H** = Holiday (College closed)
- R** = Registration
- S** = Start of classes
- X** = College closed
- Y** = Holiday observance (College closed)

Midterm grade submission dates are located in the Google Drive Midterm Grades folder.

* Consult Enrollment Services for deadlines on classes meeting less than 16 weeks.

** Students must make arrangements with individual faculty members regarding deadlines to submit required work for Incomplete (I) grades.

*** Two days to be used for instruction or final student evaluations or culminating course activities. Classes not scheduled to meet on these days and classes which do not meet for the duration of a semester will ordinarily use the last class session(s) for instruction or final student evaluations or culminating course activities.

Oakton College
Summer Session 2027 7 & 8-week Session ACADEMIC CALENDAR (FY 27)
March 08 to first class meeting – Registration for Summer 2027 – 7 & 8-week Session

JUNE 2027

S	M	T	W	R	F	S	June	03	3-week Interim Classes End
							June	07	<i>Summer2027 8-week session classes begin</i>
							June	07	3-week Interim Grades due
		1	2	3	X	X	June	10	4-week Interim Classes End
							June	14	Summer 2027 7-week session classes begin
X	S	8	9	10	X	X	June	14	4-week Interim grades due
X	S	15	16	17	X	H/X	June	21	Juneteenth holiday Observance, College Closed
							June	22	Last day to drop and have course removed from record
X	Y	22	23	24	X	X	June	22	Last day to change to Audit
X	28	29	30				June	24	Last day to file an Application to Graduate for summer

JULY 2027

				1	X	X	July	05	Independence Day holiday observance, College closed
							July	06	Incomplete (I) grades from Spring 2027 semester due
H/X	Y	6	7	8	X	X	July	08	Any remaining incomplete (I) grade from Spring 2027 semester becomes an F**
X	12	13	14	15	X	X	July	21	Last day to withdraw with a “W” [no withdrawals after mid-term] <i>Students will receive a grade in all courses in which they are enrolled after July 21</i>
X	19	20	21	22	X	X	July	29	Classes End
X	26	27	28	29	X	X			

AUGUST 2027

X	2	3	4	G	X	X			
							August	02	August Interim Classes begin
8	9	10	11	12	13	14	August	05	Grades Due
15	16	17	18	19	20	21	August	20	August Interim Classes end
22	23	G	25	26	27	28	August	24	August Interim grades due
29	30	31							

KEY
A = Academic day off, no classes, (College open)
G = Grades due
H = Holiday (College closed)
S = Start of classes
X = College closed
Y = Holiday observance (College closed)

Midterm grade submission dates are located in the Google Drive Midterm Grades folder.

* Consult Enrollment Services for deadlines on classes meeting less than 16 weeks.

** Students must make arrangements with individual faculty members regarding deadlines to submit required work for Incomplete (I) grades.

*** Two days to be used for instruction or final student evaluations or culminating course activities. Classes not scheduled to meet on these days and classes which do not meet for the duration of a semester will ordinarily use the last class session(s) for instruction or final student evaluations or culminating course activities.

Fall 2026

First 8-week Classes (August 17 - October 11)

March 30, 2026-April 1, 2026
April 2, 2026
August 17, 2026
August 19, 2026
August 24, 2026
September 7, 2026
September 30, 2026
October 11, 2026
October 15, 2026

Fall 2026 Priority Registration begins
Open Registration for Fall 2026 for all students
First 8-week classes begin
Last day to drop for 100% refund for first 8-week classes starting on 8/17-19, 2026
Last day to drop for 100% refund for first 8-week classes starting on 8/20-23, 2026
College closed in observance of Labor Day
Last day to withdraw from first 8-week classes
First 8-week classes end
Grades due

Second 8-week Classes (October 12 - December 9)

March 30, 2026-April 1, 2026
April 2, 2026
October 12, 2026
October 14, 2026
October 19, 2026
October 21, 2026
November 11, 2026
November 25, 2026
November 26-29, 2026
December 9, 2026
December 15, 2026

Fall 2026 Priority Registration begins
Open Registration for Fall 2026 for all students
Second 8-week classes begin this week
Last day to drop for 100% refund for second 8-week classes starting on 10/12-14, 2026
Last day to drop for 100% refund for second 8-week classes starting on 10/15-18, 2026
All College Learning Day (No classes schedule, College is closed for students and public until 5:00 pm)
College closed in observance of Veterans Day
Last day to withdraw from second 8-week classes
Thanksgiving Break, classes not in session
Second 8-week classes end
Grades due

12-week Classes (September 14 - December 9)

March 30, 2026-April 1, 2026
April 2, 2026
September 14, 2026
September 21, 2026
October 21, 2026
November 11, 2026
November 18, 2026
November 26-29, 2026
December 9, 2026
December 15, 2026

Fall 2026 Priority Registration begins
Open Registration for Fall 2026 for all students
12-week classes begin this week
Last day to drop for 100% refund for 12-week classes
All College Learning Day (No classes schedule, College is closed for students and public until 5:00 pm)
College closed in observance of Veterans Day
Last day to withdraw from 12-week classes
Thanksgiving Break, classes not in session
12-week term ends
Grades due

First 4-week Classes (August 17 - September 13)

March 30-01 April, 2026
April 2, 2026
August 17, 2026
August 17-23, 2026
September 4, 2026
September 7, 2026
September 13, 2026
September 17, 2026

Fall 2026 Priority Registration begins
Open Registration for Fall 2026 for all students
First 4-week classes begin
First day of course is last day to drop for 100% refund for first 4-week classes
Last day to withdraw from first 4-week classes
College closed in observance of Labor Day
First 4-week classes end
Grades due

Second 4-week Classes (September 14 - October 11)

March 30, 2026-April 1, 2026
April 2, 2026
September 14, 2026
September 14-20, 2026
October 2, 2026
October 11, 2026
October 15, 2026

Fall 2026 Priority Registration begins
Open Registration for Fall 2026 for all students
Second 4-week classes begin
First day of course is last day to drop for 100% refund for second 4-week classes
Last day to withdraw from second 4-week classes
Second 4-week classes end
Grades due

Third 4-week Classes (October 12 - November 8)

March 30, 2026-April 1, 2026
April 2, 2026
October 12, 2026
October 12-18, 2026
October 21, 2026
October 30, 2026
November 8, 2026
November 12, 2026

Fall 2026 Priority Registration begins
Open Registration for Fall 2026 for all students
Third 4-week classes begin
First day of course is last day to drop for 100% refund for third 4-week classes
All College Learning Day (No classes schedule, College is closed for students and public until 5:00 pm)
Last day to withdraw from third 4-week classes
Third 4-week classes end
Grades due

Fourth 4-week Classes (November 9 - December 9)

March 30, 2026-April 1, 2026
April 2, 2026
November 9, 2026
November 11, 2026
November 9-15, 2026
November 30, 2026
November 26-29, 2026
December 9, 2026
December 15, 2026

Fall 2026 Priority Registration begins
Open Registration for Fall 2026 for all students
Fourth 4-week classes begin
College closed in observance of Veterans Day
First day of course is last day to drop for 100% refund for fourth 4-week classes
Last day to withdraw from fourth 4-week classes
Thanksgiving Break, classes not in session
Fourth 4-week classes end
Grades due

Spring 2027

First 8-week Classes (January 19 - March 14)

November 16-18, 2026
November 19, 2026
January 18, 2027
January 19, 2027
January 20, 2027
January 25, 2027
March 3, 2027
March 14, 2027
March 18, 2027

Spring 2027 priority registration begins
Open registration for Spring 2027 for all students
College closed in observance of Martin Luther King Jr. Holiday
First 8-week classes begin
Last day to drop for 100% refund for first 8-week classes starting on 1/19-20, 2027
Last day to drop for 100% refund for first 8-week classes starting on 1/21-24, 2027
Last day to withdraw from first 8-week classes
First 8-week classes end
Grades due

Second 8-week Classes (March 22 - May 14)

November 16-18, 2026
November 19, 2026
March 22, 2027
March 24, 2027
March 29, 2027
May 5, 2027
May 14, 2027
May 18, 2027

Spring 2027 priority registration begins
Open registration for Spring 2027 for all students
Second 8-week classes begin this week
Last day to drop for 100% refund for second 8-week classes starting 3/22-24, 2027
Last day to drop for 100% refund for second 8-week classes starting 3/25-28, 2027
Last day to withdraw from second 8-week classes.
Second 8-week classes end
Grades due

12-week Classes (February 16 - May 14)

November 16-18, 2026
November 19, 2026
February 15, 2027
February 16, 2027
February 22, 2027
March 15-21, 2027
April 21, 2027
May 14, 2027
May 18, 2027

Spring 2027 priority registration begins
Open registration for Spring 2027 for all students
College closed in observance of Presidents' Day Holiday
12-week classes begin this week
Last day to drop for 100% refund for 12-week classes
Spring Break
Last day to withdraw from 12-week classes
12-week Classes end
Grades due

First 4-week Classes (January 19 - February 14)

November 16-18, 2026
November 19, 2026
January 18, 2027
January 19, 2027
January 19-24, 2027
February 5, 2027
February 14, 2027
February 19, 2027

Spring 2027 Priority Registration begins
Open Registration for Spring 2027 for all students
College closed in observance of Martin Luther King Jr. Holiday
First 4-week classes begin
First day of course is last day to drop for 100% refund for first 4-week classes
Last day to withdraw from first 4-week classes
First 4-week classes end
Grades due

Second 4-week Classes (February 16 - March 14)

November 16-18, 2026
November 19, 2026
February 15, 2027
February 16, 2027
February 16-21, 2027
March 5, 2027
March 14, 2027
March 18, 2027

Spring 2027 Priority Registration begins
Open Registration for Spring 2027 for all students
College closed in observance of Presidents' Day Holiday
Second 4-week classes begin
First day of course is last day to drop for 100% refund for second 4-week classes
Last day to withdraw from second 4-week classes
Second 4-week classes end
Grades due

Third 4-week Classes (March 22 - April 18)

November 16-18, 2026
November 19, 2026
March 22, 2027
March 22-28, 2027
April 9, 2027
April 18, 2027
April 22, 2027

Spring 2027 Priority Registration begins
Open Registration for Spring 2027 for all students
Third 4-week classes begin
First day of course is last day to drop for 100% refund for third 4-week classes
Last day to withdraw from third 4-week classes
Third 4-week classes end
Grades due

Fourth 4-week Classes (April 19 - May 14)

November 16-18, 2026
November 19, 2026
April 19, 2027
April 19-25, 2027
May 7, 2027
May 14, 2027
May 18, 2027

Spring 2027 Priority Registration begins
Open Registration for Spring 2027 for all students
Fourth 4-week classes begin
First day of course is last day to drop for 100% refund for fourth 4-week classes
Last day to withdraw from fourth 4-week classes
Fourth 4-week classes end
Grades due

Summer 2027

8-week Classes (June 7 - July 29)

March 8-10, 2027
March 11, 2027
June 7, 2027
June 9, 2027
June 14, 2027
June 21, 2027
July 5, 2027
July 21, 2027
July 29, 2027
August 5, 2027

Summer 2027 Priority Registration begins
Open Registration for Summer 2027 for all students
8-week classes begin
Last day to drop for 100% refund for 8-week classes starting on 6/07-09, 2027
Last day to drop for 100% refund for 8-week classes starting on 06/10/2027
College closed in observance of Juneteenth Holiday
College closed in observance of Independence Day Holiday
Last day to withdraw from 8-week classes
8-week classes end
Grades due

7-week Classes (June 14 - July 29)

March 8-10, 2027
March 11, 2027
June 14, 2027
June 16, 2027
June 21, 2027
June 22, 2027
July 5, 2027
July 21, 2027
July 29, 2027
August 5, 2027

Summer 2027 Priority Registration begins
Open Registration for Summer 2027 for all students
7-week classes begin
Last day to drop for 100% refund for 7-week classes starting 6/14-16, 2027
College closed in observance of Juneteenth Holiday
Last day to drop for 100% refund for 7-week classes starting on 06/17/2027
College closed in observance of Independence Day Holiday
Last day to withdraw from 7-week classes
7-week classes end
Grades due

4-week Interim Classes (May 17 - June 10)

March 8-10, 2027
March 11, 2027
May 17, 2027
May 17-20, 2027
May 31, 2027
June 3, 2027
June 10, 2027
June 17, 2024

Summer 2027 Priority Registration begins
Open Registration for Summer 2027 for all students
4-week Interim classes begin
First day of course is last day to drop for 100% refund for 4-week Interim classes
College closed in observance of Memorial Day Holiday
Last day to withdraw from 4-week Interim classes
4-week Interim classes end
Grades due

3-week Interim Classes (May 17 - June 3)

March 8-10, 2027
March 11, 2027
May 17, 2027
May 17-20, 2027
May 27, 2027
May 31, 2027
June 3, 2027
June 10, 2027

Summer 2027 Priority Registration begins
Open Registration for Summer 2027 for all students
3-week Interim classes begin
First day of course is last day to drop for 100% refund for 3-week Interim classes
Last day to withdraw from 3-week Interim classes
College closed in observance of Memorial Day Holiday
3-week Interim classes end
Grades due

3-week August Interim Classes (August 2 - August 20)

March 8-10, 2027
March 11, 2027
August 2, 2027
August 2, 2027
August 12, 2027
August 20, 2027
August 26, 2027

Summer 2027 Priority Registration begins
Open Registration for Summer 2027 for all students
3-week August Interim classes begin
First day of course is last day to drop for 100% refund for 3-week August Interim classes
Last day to withdraw from 3-week August Interim classes
3-week August Interim classes end
Grades due

Approval of Policy Revisions

Policy 1011 was proposed for revision on February 18, 2025. In accordance with College Policy, action on the proposed revisions will take place at the regular meeting of the Board of Trustees.

JLS:bs
3/2025

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 1011, attached hereto.”

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

Policy No. 1011
Revised 9/21/1993
Revised 8/18/1998
Renumbered 7/1/2001
Revised 11/15/2005
Reviewed 2/17/2015
Revised 12/15/2020
Reviewed 1/17/2023
Revised 3/18/2025

BOARD OF TRUSTEES

Board Organization

Following each election and canvass, the new Board shall hold its organizational meeting on or before the 28th day after the new Board members are seated. During non-election years, the Board will organize during its regular Board meeting in April. (110 ILCS 805/3-8)

At the organizational meeting, the Board will elect its officers comprised of a Chair, Vice Chair and Secretary from the membership, and designate a Treasurer, not a member of the Board. ***Trustees will be chosen to serve as officers on a rotational basis, ensuring equal leadership opportunities and broad participation in governance if they so choose.***

Each officer shall be elected for a term of one (1) year.

In addition to the election of officers, the Board will fix the time and place for the regular meetings scheduled for the ensuing year.

BOARD OF TRUSTEES OFFICER ROTATION PROCEDURE

1. Rotation Guidelines:

- Trustees will normally rotate through officer roles in a structured order to ensure fair distribution. For example:
 - Year 1: Trustee A - Chair, Trustee B - Vice Chair, Trustee C - Secretary
 - Year 2: Trustee B - Chair, Trustee C - Vice Chair, Trustee D - Secretary
 - Year 3: Trustee C - Chair, Trustee D - Vice Chair, Trustee E - Secretary
- The rotation will allow for each trustee to hold leadership positions and ensure continuity in Board governance.

2. Nomination and Selection:

- A Committee of the Whole meeting will be scheduled prior to the organizational meeting allowing the Committee of the Whole, consisting of all trustees, to oversee the nomination process for the officer positions.
- If a trustee is unable to attend the Committee of the Whole meeting, the presiding chair, or a designee of their choosing, may discuss the outcome of the meeting upon its conclusion.

3. Exceptions and Special Circumstances:

- If a trustee is unable to serve in their officer role due to unforeseen circumstances, the Board will review and adjust the rotation schedule, and assess the impact to future rotations, as necessary to maintain effective leadership.

4. Treasurer Role:

- The Treasurer will continue to be designated as a non-member of the Board, in accordance with current policy. The rotation procedure applies only to the elected positions of Chair, Vice Chair, and Secretary.

5. Evaluation and Review:

- The Board will review this policy, and the officer rotation system, in accordance to the established policy review cadence, at which time it will assess its effectiveness and make any necessary adjustments to improve its functioning.

Notification of Award of Grants

Funding has been made available to Oakton College:

- a. ICCB Trades School Round 3 Grant \$300,000.00
(Manager: Joyce Uriostegui / Administrator: Dr. James Rabchuk)
 - b. ICCB Expansion of ESL Services for Adult Education Providers in the Chicagoland Area Working with Asylees, Refugees, and Migrants FY25 Grant..... \$50,000.00
(Manager: Elena Smoukova / Administrator: Delia Rodriguez)
 - c. ICCB Digital Instruction for Adult Education FY25 Grant \$75,000.00
(Manager: Elena Smoukova / Administrator: Delia Rodriguez)
- TOTAL:..... \$425,000.00**

a. ICCB Trades School Grant Round 3 Grant

The Illinois Community College Board has awarded Oakton College a total of \$300,000 to support offering Essentials of AI certificate courses at Niles North and Niles West High Schools, continuing to offer the certificate courses to ETHS and GBS, and offering work-based learning to students in all four high schools.

The grant period is Jan. 1, 2025 through Dec. 31, 2025.

Grant Manager: Joyce Uriostegui, Trades School Project Manager
Grant Administrator: Dr. James Rabchuk, Dean of STEM

b. Illinois Community College Board Expansion of ESL Services for Adult Education Providers in the Chicagoland Area Working with Asylees, Refugees, and Migrants Grant FY25

The Illinois Community College Board has awarded Oakton College a \$50,000 Expansion of ESL Services for Adult Education Providers in the Chicagoland Area Working with Asylees, Refugees, and Migrants. This funding will be used to expand English Language Acquisition classes to serve 200 or more additional students, specifically focusing on serving asylee, refugee, and migrant populations. Along with high quality instruction, the program will provide proven wraparound services that increase persistence.

The grant period is from Jan 1, 2025 through Dec. 31, 2025.

Grant Manager: Elena Smoukova, Senior Manager of Adult Education
Grant Administrator: Delia Rodriguez, Dean of Adult and Continuing Education

c. Illinois Community College Board Digital Instruction for Adult Education FY25

The Illinois Community College Board has awarded Oakton College a \$75,000 Digital Instruction for Adult Education Providers. The purpose of this grant is to provide funding for adult education programs to improve their technology infrastructure, support technology integration in the classroom, and improve distance learning options for adult learners. This funding will mainly be used to expand the availability of Chromebooks and iPADS for adult education students.

The grant period is from Jan. 1, 2025 through Dec. 31, 2025.

Grant Manager: Elena Smoukova, Senior Manager of Adult Education
Grant Administrator: Delia Rodriguez, Dean of Adult and Continuing Education