

MORAIN VALLEY COMMUNITY COLLEGE
9000 West College Parkway
Palos Hills, IL 60465

Governing Board of Moraine Valley Community College, Community College District #524,
Regular Meeting, 6:00 PM, Tuesday, November 15, 2016, Board Room D219, 9000 West
College Parkway, Palos Hills, Illinois 60465.

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **MINUTES**
 - 1) Unapproved Minutes of October 18, 2016 Regular Meeting
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
 - 1) Student Trustee Report – Shipyor
6. **REPORTS OF ADMINISTRATION**
 - 1) Presentation to Bill Theres, Sr. (retirement)
 - 2) President’s Report
 - Dual Credit Presentation
 - Community Learning Day
7. **COMMUNICATIONS**
 - 1) ACPA Educational Leadership Foundation 2017 Diamond Honoree (Lisa Kelsay)
 - 2) Letter from Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) re Continuing Accreditation of Health Information Management
 - 3) Letter from Joint Review Committee on Education in Radiologic Technology (JRCERT) re Continuing Accreditation of Radiologic Technology
8. **FINANCIAL STATEMENT**
 - 1) Treasurer's Report
 - 2) Budget Summary Report

CONSENT AGENDA (Agenda Items 9 - 12) (*items included for action)
9. **WARRANTS**
 - 1) * Account Expenditure Summaries
 - 2) * Education Fund
 - 3) * Operation & Maintenance Fund
 - 4) * Operation & Maintenance (Restricted)
 - 5) * Bond & Interest Fund

- 6) * Auxiliary Enterprise Fund
- 7) * Grants & Contracts Fund
 - a. *College Activity Clubs
- 8) * Restricted Purpose Fund
- 9) * Federal Fund
 - a. * Tort & Audit
 - b. * Working Cash Fund
10. **REPORT OF PERSONNEL**
 - 1) * Full-Time
 - a. * Renewal of Appointment - Grant Funded
 - 2) * Part-Time/Supplemental/Other
 - 3) Salary Revisions
 - 4) * Leave of Absence (FMLA)
 - 5) * Resignations/Terminations
 - a. * Retirement - Support Staff
 - 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
 - 1) * Affiliation Agreement with Advocate Health and Hospitals Corporation dba Advocate Good Shepherd Hospital (Health Information Technology)
 - 2) * Affiliation Agreement with Sinai Health System (Health Information Technology)
 - 3) * Amendment to Affiliation Agreement with Silver Cross (Health Information Management; Respiratory Therapy)
 - 4) * Affiliation Agreement with Bria Health Services of Palos Hills (Nursing and Basic Nurse Assistant)
 - 5) * Resolution Determining Estimated Tax Levy and Public Hearing 2016
 - 6) * Life Safety Project: Building T HVAC Upgrades
 - 7) * Fall 2016 College Life-Cycle Management (LCM) Equipment Purchase
 - 8) * Print Optimization Solution Request for Proposal (RFP)
 - 9) * Bookstore Hardware and Textbook Management System Upgrade
 - 10) * Coffee Kiosk Contract Extension/Esspresso Love
13. **MISCELLANEOUS**
14. **AUDIENCE PARTICIPATION**
15. **ADJOURNMENT**

MINUTES

Approved Minutes of the Public Hearing Meeting of September 20, 2016 Enclosed

Approved Minutes of the Regular Meeting of September 20, 2016 Enclosed

APPROVED

**MORAIN VALLEY COMMUNITY COLLEGE
9000 West College Parkway
Palos Hills, IL 60465**

The Governing Board of Moraine Valley Community College, District No. 524, Public Hearing, was held on Tuesday, September 20, 2016, in the Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465. Public notice was given pursuant to the Open Meetings Act Section 42.02 (attached).

I. CALL TO ORDER

The meeting was called to order by Chairman Joseph Murphy at 6:00 PM.

II. ROLL CALL

Present: Joseph Murphy, Chairman; John Coleman; Michael Murphy; Eileen O’Sullivan; Sandra Wagner; David Shipyor, Student Trustee

Absent: Kimberly Hastings, Susan Murphy

In the absence of Susan Murphy, Secretary, and by consensus of the Board, Sandra Wagner was appointed secretary pro tem.

III. BUDGET PRESENTATION

Mr. Robert Sterkowitz, Chief Financial Officer, provided an overview of the FY'17 budget and identified projected revenues and expenditures in the college's general education and operations & maintenance funds. Total projected Operating Fund revenues by source indicate that the college receives 8% from the state government, 32% from local taxes, 57% from tuition and fees, and 3% from other sources. Mr. Sterkowitz shared the five-year trend for Operating Fund Revenues, indicating the changes in state and local tax portions of the college’s operating fund revenues. He identified the auxiliary enterprises at the college that are part of the budget. These activities are intended to be self-supporting through fees charged to students/staff, such as the college bookstore, Fine and Performing Arts Center, athletics, child care, and the new Health Fitness and Recreation Center. FY’17 total operating fund revenue is projected at \$92,237,285, and total operating fund

expenditures are projected at \$92,237,285. Total projected revenues for all funds is \$155,235,275; total projected expenditures for all funds is \$161,569,643. Mr. Sterkowitz indicated that this is a balanced Operating Budget. Some of the projected expenditures in the total expenditures for all funds are for capital improvement projects for which funds have already been designated and are held in restricted purpose accounts.

IV. PUBLIC HEARING

Mr. Murphy opened the floor for any public comments on the budget, which has been on public display for 30 days. There was no audience participation regarding the budget.

V. ADJOURNMENT

The meeting adjourned at 6:35 PM.

September 12, 2016

Meeting Notice

The Moraine Valley Community College Board of Trustees will meet for its regularly scheduled meeting Tuesday, Sept. 20. A public hearing on the FY17 budget will take place at 6 p.m., followed by the regular meeting. The hearing and meeting will be held in the Board Room, Building D, Room D219, on campus, 9000 W. College Pkwy., Palos Hills.

APPROVED

**MORAIN VALLEY COMMUNITY COLLEGE
9000 West College Parkway
Palos Hills, IL 60465**

The Governing Board of Moraine Valley Community College, District No. 524, Regular Meeting, was held on Tuesday, September 20, 2016, in the Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465.

I. CALL TO ORDER

The meeting was called to order by Chairman Joseph Murphy at 6:35 PM.

II. ROLL CALL

Present: Joseph Murphy, Chairman; John Coleman; Michael Murphy; Eileen O’Sullivan; Sandra Wagner; David Shipyor, Student Trustee

Absent: Kimberly Hastings, Susan Murphy

In the absence of Susan Murphy, Secretary, and by consensus of the Board, Sandra Wagner was appointed secretary pro tem.

III. MINUTES

Ms. O’Sullivan requested holding off on the approval of the minutes so that she could listen to the tape from the meeting, indicating that there were a couple of things under Miscellaneous regarding emails that she did not recall.

It was noted that minutes can be amended and it was suggested that the Board approve the minutes and amendments could be presented at the next meeting.

ROLL CALL VOTE taken to approve the unapproved Minutes of the Regular Meeting of August 16, 2016:

Yes: Coleman, M. Murphy, O’Sullivan, Wagner, J. Murphy

Absent: Hastings, S. Murphy

Student

Advisory: Yes

Motion carried.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS**5.1 Student Trustee Report**

Mr. Shipyor reported that Welcome Days were held August 23 and 24, welcoming new and returning students to campus and providing information about clubs and organizations on campus. Some photos of the days' activities were shown. There was a 15th anniversary remembrance program for 9/11 held on September 12. The names of the 9/11 victims were read and bagpipe players performed as part of the ceremony. This event helped those who were very young in 2001 understand more about this event. September 15 was Constitution Day, offering educational information about the Constitution through various events and activities. Voter registration was also available.

VI. REPORTS OF ADMINISTRATION**6.1 President's Report**

- Student Recognition – Melissa Martinez – Dr. Normah Salleh-Barone, Vice President of Student Development, introduced student Melissa Martinez. Ms. Martinez was selected to be sponsored by the Department of Education to attend the Hispanic Association of Colleges and Universities (HACU) conference in October. She reported that Ms. Martinez and another student put together a conference for high school students about transitioning to college. Dr. Salleh-Barone indicated that of the students who attend the HACU conference, only 30 percent are from community colleges.
- STEM Lecture Series – Dr. Jenkins reported that Kimberly Hastings will provide a presentation in November in the library as part of the STEM (Science, Technology, Engineering and Mathematics) series. She also mentioned that Michael Murphy did a similar presentation two years ago before he became a trustee. She thanked both of them for engaging with Moraine Valley students in this way.
- Title III Grant – Dr. Sharon Katterman, Director, Resource Development and Institutional Effectiveness, reported on grants received by the college, including a Department of Education grant under Title III for \$2.25 million over five years. This grant will support remodeling instructional space at the Education Center at Blue Island (ECBI) to offer healthcare programs with contextualized basic skills instruction. The grant will also establish

new student success interventions to improve student retention and success. Another just-received grant notification is for a National Science Foundation (NSF) grant, supporting a partnership with Chicago State University to offer faculty training and workshops, development of 2+2 programs in cybersecurity, and a small-scale pilot of dual credit courses. Both grants begin October 1. Dr. Jenkins thanked the many staff members who have been involved with this project.

- Enrollment – Dr. Jenkins reported that enrollment is doing well compared to other colleges in Illinois, with opening day enrollments flat but not down. A full enrollment report will be provided at the October Board meeting.
- Legislative Breakfast – Dr. Jenkins reported that the Illinois Presidents’ Council met last week and one of the topics was about community colleges offering the BSN (Bachelor of Science in Nursing) degree. The Council plans to work with state legislators to move this initiative forward. If it goes through, the Board will be kept informed. A legislative breakfast is proposed for October 18 to share information with legislators on this and other topics. The Board members are also welcome to attend.
- Student Success Center & KidRec Ribbon Cutting – A ribbon cutting and reception for the Student Success Center and the new KidRec space in the HFRC will be held before the October 18 Board meeting.

Dr. Jenkins also reported that on October 6, the college’s union leadership will host a Day of Action to communicate with students and others about the need for legislative action in support of higher education. Voter registration will also be encouraged as part of this day’s activities.

VII. COMMUNICATIONS

- 7.1 Certificate of Attainment of Bronze Circle of Quality from ExceleRate Illinois for Child Care Center Early Learning Programs
- 7.2 Thank You Letter from National Intramural-Recreational Sports Association (NIRSA) for Support of Service to Association (Mike Schneider)
- 7.3 Letter from City of Palos Hills re Moraine Valley Selected as 2016 Beautification Contest Winner

VIII. FINANCIAL STATEMENT

- 8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$154,043,551.99 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.2 Budget Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

CONSENT AGENDA (IX – XII):

It was moved by Mr. Coleman and seconded by Mr. Michael Murphy to approve the following consent agenda items, excluding items 12.1, 12.7, and 12.8, which will be voted on separately:

IX. WARRANTS

Mr. Sterkowitz read the warrant summaries as presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$6,044,443.47
9.3	Operation & Maintenance Fund	902,649.19
9.4	Operation & Maintenance Fund (Restricted)	799,845.12
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	1,859,358.38
9.7	Grants & Contracts Fund	1 88,111.06
9.7A	College Activity Clubs	508.66
9.8	Restricted Purpose Fund	10,429.73
9.9	Federal Fund	109,840.45
9.9B	Tort & Audit	537,166.25
9.9C	Working Cash Fund	-0-

(DOCUMENT C - SUPPLEMENT TO MINUTES)

X. REPORT OF PERSONNEL

Chairman Murphy publicly identified the nature of the agenda items contained in the Report of Personnel.

10.1-1 Full-Time

Nishia Ikezoe - Financial Aid Process Improvement Coordinator, Financial Aid – effective 10/3/16

(DOCUMENT D - SUPPLEMENT TO MINUTES)

10.1-1(a) Third Year Contract – Bargaining Unit Member

It is recommended that the Board of Trustees approve the award of a contract for the 2016-2017 academic year for the following individual:

Jennene Fields Physics

(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-1(b) Renewal of Appointment – Grant Funded

It is recommended that the appointment of the following grant-funded individuals be renewed for the 2016-2017 fiscal year, contingent upon the continuation of grant funding:

TRIO – Educational Talent Search

Nyree Ford	Educational Outreach Specialist
Josiah Fuller	Director of Talent Search
Veronica Tinajero	Educational Outreach Specialist
Dean Townsend	Educational Outreach Specialist

Career Connections

Evera Ivy	Student Success Specialist
Pamela Kenebrew	Department Assistant
Chauntai Mack	Youth Program Manager
Joline Platt	Student Success Specialist
Colby Smith	Business Services Specialist
Gailmarie Ward	Business Services Specialist
Darice Wright	Adult Program Manager
Hiyam Yusef	Student Success Specialist
Yenitza Zamora	Academic Support Tutor

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

Ruben Flores - P.T. Police Officer, Police Department - L.O.A. (FMLA)
9/4/16-11/25/16

Tiaqua Lockhart - P.T. Cashier, Bookstore - L.O.A. (FMLA) 9/26/16-12/2/16

Josephine Marnieris – Writer, Marketing and Communications - L.O.A.
(FMLA) Intermittent 9/6/16-9/5/17

Matthew Solum - Grounds Supervisor, Campus Operations - L.O.A. (FMLA)
Intermittent 8/31/16-8/30/17

(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Gregg Beglau - Coordinator of Student Success and Veterans, Student Success
- effective 8/31/16

Sharon Dunlop - Manager of Accounting Services, Finance – effective 9/16/16

J. Gabe Estill - Director of Academic Assessment, Academic Services
- effective 9/30/16

Tanya Jackson - Departmental Assistant, Learning Enrichment and College
Readiness - effective 9/8/16

Nagieh Omer – Recruiter, Admissions & Recruitment - effective 9/22/16

(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement - Faculty

Edward Martig - Professor, Information Management Systems – retirement
effective 5/31/17

(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Support Staff

Marceine Lamb - P.T. Telephone Operator – retirement effective 4/27/17

(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-6 Reclassifications (Promotions, Transfers, Corrections, etc.)

Carol Boyle – from Associate Professor, Information Management Systems,
Science, Business & Computer Technology to Professor – effective
Academic Year 2016-2017

Anna Coco – from Instructor, Counselor, Counseling and Advising to
Assistant Professor - effective Academic Year 2016-2017

Letitia Hayes – from Instructor, Information Literacy Librarian, Learning Resource Center to Assistant Professor - effective Academic Year 2016-2017

Rosa Perez – from P.T. Departmental Assistant, Liberal Arts/Writing Center to F.T. Departmental Assistant, Admissions and Recruitment – effective 9/26/16

James Snooks – from Instructor, Business, Science, Business & Computer Technology to Assistant Professor - effective Academic Year 2016-2017

Kevin Vaccaro – from Instructor, Local Area Networks, Science, Business & Computer Technology to Assistant Professor - effective Academic Year 2016-2017

(DOCUMENT L - SUPPLEMENT TO MINUTES)

XI. UNFINISHED BUSINESS

None.

XII. NEW BUSINESS

Chairman Murphy publicly identified the nature of the agenda items contained in New Business.

12.2 Holiday Schedule

It is recommended that the Board of Trustees adopt the holiday schedule and authorize that the college be closed from Thursday, December 22, 2016, through Wednesday, January 4, 2017. The college will reopen on Thursday, January 5, 2017.

(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Brooktree Health Services (Addictions Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Brooktree Health Services for Addictions Studies.

(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Edward Hospital (Phlebotomy)

It is recommended that the Board of Trustees approve the affiliation agreement with Edward Hospital for Phlebotomy.

(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.5 Affiliation Agreement with Merit Sleep Management (Sleep Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Merit Sleep Management for Sleep Technology.
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.6 Affiliation Agreement with Hinsdale Orthopaedics (Radiologic Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Hinsdale Orthopaedics for Radiologic Technology.
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

ROLL CALL VOTE TAKEN on Consent Agenda Items 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, 9.7A, 9.8, 9.9, 9.9B, and 9.9C; 10.1-1, 10.1-1(a), 10.1-1(b), 10.1-2, 10.1-3, 10.1-4, 10.1-5, 10.1-5(a), 10.1-5(b), and 10.1-6; and 12.2, 12.3, 12.4, 12.5, and 12.6:

Yes: Coleman, M. Murphy, O’Sullivan, Wagner, J. Murphy
Absent: Hastings, S. Murphy
Student
Advisory: Yes

Motion carried.

It was moved by Mrs. Wagner and seconded by Ms. O’Sullivan to approve Agenda Item 12.1.

12.1 New Board Policy #6253 – Supplier Diversity and Open Access

It is recommended that the Board of Trustees approve the adoption of new Board Policy #6253. (DOCUMENT R - SUPPLEMENT TO MINUTES)

ROLL CALL VOTE TAKEN on Agenda Item 12.1:

Yes: Coleman, M. Murphy, O’Sullivan, Wagner, J. Murphy
Absent: Hastings, S. Murphy
Student
Advisory: Yes

Motion carried.

It was moved by Mrs. Wagner and seconded by Mr. Michael Murphy to approve Agenda Item 12.7:

12.7 Memorandum of Understanding – Moraine Valley Community College Foundation

It is recommended that the Board of Trustees approve the memorandum of understanding with the Moraine Valley Community College Foundation. (DOCUMENT S - SUPPLEMENT TO MINUTES)

In response to a question, it was confirmed that this has been reviewed by legal counsel, and Dr. Jenkins indicated that this is another step to delineate the relationship between the college and the Foundation. Ms. O’Sullivan expressed concern about college dollars supporting salaries in the Foundation and whether the Board should be receiving an annual report. Dr. Jenkins indicated that it is not an unusual or unique practice among institutions with foundations to pay administrative costs. The Foundation’s annual report covers gifts from donors and fundraising efforts and is available. Ms. O’Sullivan asked whether alumni can opt out of sharing information with the Foundation. Dr. Jenkins responded that they can.

ROLL CALL VOTE TAKEN on Agenda Item 12.7:

Yes:	Coleman, M. Murphy, Wagner, J. Murphy
Abstain:	O’Sullivan
Absent:	Hastings, S. Murphy
Student	
Advisory:	Yes

Motion carried.

It was moved by Mr. Michael Murphy and seconded by Mr. Shipyor to approve Agenda Item 12.8:

12.8 FY2017 Budget

It is recommended that the Board of Trustees adopt the FY 2017 Budget. (DOCUMENT T - SUPPLEMENT TO MINUTES)

ROLL CALL VOTE TAKEN on Agenda Item 12.8:

Yes: Coleman, M. Murphy, O'Sullivan, Wagner, J. Murphy
Absent: Hastings, S. Murphy
Student
Advisory: Yes

Motion carried.

XIII. MISCELLANEOUS

Chairman Murphy commended the Foundation for the great golf outing on September 7.

XIV. AUDIENCE PARTICIPATION

None.

XV. ADJOURNMENT

The meeting adjourned at 7:14 PM.

BOARD REPORTS AND/OR REQUESTS

5.1 Student Trustee Report - Shipyor

Verbal

REPORTS OF ADMINISTRATION

- | | | |
|-----|-------------------------------------------------------------------------------------------------------------|--------|
| 6.1 | Presentation to Bill Therese, Sr., (retirement) | Verbal |
| 6.2 | President's Report | Verbal |
| | <ul style="list-style-type: none">• Dual Credit Presentation• Community Learning Day | |

COMMUNICATIONS

- | | | |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 7.1 | ACPA Educational Leadership Foundation 2017 Diamond Honorees
(Lisa Kelsay) | Enclosed |
| 7.2 | Letter from Commission on Accreditation for Health Informatics and
Information Management Education (CAHIIM) re Continuing
Accreditation of Health Information Management | Enclosed |
| 7.3 | Letter from Joint Review Committee on Education in Radiologic
Technology (JRCERT) re Continuing Accreditation | Enclosed |

From: Haney, Pamela
Date: 10/27/16 3:01 PM
Subject: RE: Diamond Honoree/Dr. Lisa Kelsay

Dear ELT,

Please join me in congratulating Dr. Lisa Kelsay who is one of the ACPA Foundation's **2017 Diamond Honorees**. Below, please see the announcement I received about this prestigious honor. Additionally, click on the link at the bottom of this email to see all of the 2017 Honorees.

The Diamond Honoree Program, established in 1999, is way for those that care about students, and the research, scholarship, and programs that promote student development and success to help advance those efforts. Funds raised in honor of each Diamond Honoree's outstanding and sustained commitment to higher education, student affairs and ACPA go to support the ACPA Foundation and its support of the research, scholarship and programs that advance our field.

Currently the Assistant Dean of Liberal Arts/Director of Academic Arts at Moraine Valley Community College, over the past several decades Lisa has offered ACPA, the student affairs profession, and (most importantly) our students visionary leadership, commitment to excellence, and a steadfast focus on promoting students' learning and development.

Having worked in admissions, academic advising, and career services, Lisa has had a successful career in higher education. In addition to authoring/co-authoring scholarly publications about community colleges, Lisa has dedicated to service to others, serving as a volunteer in the Chicago One Brick program, and as an alumni member of Circle K International.

As you know, Lisa is a hard-working educator, mentor, and leader. She is genuinely caring, nurturing, and empowering, using her optimistic personality to foster development in those with whom she interacts. Widely recognized for her work, Lisa has numerous accolades to her credit. Now it's time for us, through the ACPA Foundation, to recognize her contributions. Please join me in honoring and thanking Lisa for her leadership by making a donation in her name to the 2017 Diamond Honoree campaign.

You can find more about the ACPA Diamond Honoree program, including how to contribute, at:

<http://foundation.myacpa.org/whatwedo/diamond-honoree/>

Thank you.

Pamela

Pamela J. Haney, Ph.D.

Vice President of Academic Affairs
Moraine Valley Community College

The Diamond Honoree Program, established by the Foundation in 1999 is both a **recognition program and a fund raising activity**. Those nominated for consideration are recognized for their outstanding and sustained contributions to higher education and to student affairs.

Diamond Honoree Class of 2017



Lisa S. Kelsay Class of 2017

Dr. Lisa Kelsay has a successful career in higher education having worked in admissions, academic advising, and career services. She works in and has taught in the community college setting for over ten years, and has been the Assistant Dean of Liberal Arts/Director of Academic Arts at Moraine Valley Community College for 7 years. Lisa has authored/co-authored scholarly publications about community colleges. Lisa is dedicated to service to others, serving as a volunteer in the Chicago One Brick program, and as an alumni member of Circle K International. Widely recognized for her work, Lisa has numerous accolades to her credit. Lisa has a true zest for life. She can be seen on the silver screen in nationally released movies, or online as a Brand Ambassador for Gildan Esprit de She. She involves friends and colleagues in her adventures, including for example, organizing a multi-night post conference Montreal experience culminating in a stay at an ice hotel! Lisa is a hard-working educator, mentor, and leader. She is genuinely caring, nurturing, and empowering, using her optimistic personality to foster development in those with whom she interacts. Lisa is makes the world a better place, simply because she is a part of it.



October 10, 2016

Donna Schnepp, RHIA, MHA
9000 West College Pkwy.
Palos Hills, IL, 60465

Dear Program Director:

This letter serves as confirmation by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) that the associate degree program in health information management offered by your institution, has completed the most recent 2016 Annual Program Assessment Report as required by the *CAHIIM Accreditation Standards*. The APAR Report was accepted as submitted, and the health information management program as referenced above remains in good standing and has maintained continuing accreditation.

The Commission recognizes you and your colleagues for your commitment to continuous quality improvement in higher education, as demonstrated by your participation in program accreditation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Claire Dixon-Lee'. The signature is fluid and cursive.

Claire Dixon-Lee, PhD, RHIA, CPH, FAHIMA
Executive Director, CAHIIM



Joint Review Committee on Education in Radiologic Technology
20 N. Wacker Drive, Suite 2850
Chicago, IL 60606-3182
312.704.5300 • (Fax) 312.704.5304
www.jrcert.org

October 14, 2016

Sylvia M. Jenkins, Ph.D.
Chief Executive Officer/President
Moraine Valley Community College
9000 W. College Parkway
Palos Hill, IL 60465

Dear Dr. Jenkins:

The Joint Review Committee on Education in Radiologic Technology (JRCERT) conducted a site visit on June 9-10, 2016 of the radiography program sponsored by Moraine Valley Community College. I would like to take this opportunity to thank you, your administration, and the program officials for your support of programmatic education through the JRCERT. The sponsor of the program has made a conscious, dedicated effort to maintain programmatic accreditation to assure the highest degree of academic excellence for the program and its students while also demonstrating to the general public that it values quality health care and patient safety.

The JRCERT is the only agency recognized by the United States Department of Education (USDE) and the Council for Higher Education Accreditation (CHEA) to accredit educational programs in radiography, radiation therapy, magnetic resonance, and medical dosimetry. We have enclosed a brochure which provides details on the value of programmatic accreditation through the JRCERT.

Once again, on behalf of the Board of Directors and staff, I sincerely thank you for your support of programmatic accreditation and the JRCERT.

Sincerely,

Laura S. Aaron, Ph.D., R.T.(R)(M)(QM), FASRT
Chair

LSA/TL/js

The JRCERT promotes excellence in education and elevates the quality and safety of patient care through the accreditation of educational programs in radiography, radiation therapy, magnetic resonance, and medical dosimetry.

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED OCTOBER 31, 2016**

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$46,501,844.09	\$3,524,369.25	\$5,049,422.00	\$44,976,791.34
OPERATION & MAINT FUND	4,991,633.08	2,938,815.80	796,130.37	7,134,318.51
OPERATION & MAINT (RESTR.)	12,427,291.66	21,354.09	511,823.96	11,936,821.79
AUXILIARY FUNDS	7,964,700.42	243,490.45	510,806.77	7,697,384.10
RESTRICTED PURPOSE FUNDS	23,566,789.23	3,984,045.44	3,371,810.96	24,179,023.71
BOND & INTEREST FUND	55,380,992.21	602.56	(0.00)	55,381,594.77
TRUST & AGENCY FUNDS	142,522.23	8,638.07	10,147.24	141,013.06
TOTAL	<u><u>\$150,975,772.92</u></u>	<u><u>\$10,721,315.66</u></u>	<u><u>\$10,250,141.30</u></u>	<u><u>\$151,446,947.28</u></u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$22,800.00
FIRST MERIT BANK	CHECKING ACCT	1,041,013.06
STANDARD BANK & TRUST	CHECKING ACCT	4,600,438.58
FIRST MERIT BANK	MONEY MARKET	1,004,141.16
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	7,746,888.00
IL SCHOOL DIST LIQUID ASSEST FUND	MONEY MARKET	5,416,363.39
SHORT TERM INVESTMENTS	VARIOUS	60,442,595.80
LONG TERM INVESTMENTS	VARIOUS	71,172,707.29
TOTAL		<u><u>\$151,446,947.28</u></u>

ACCOUNT EXPENDITURE SUMMARIES

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$5,049,422.00
9.3	OPERATION & MAINTENANCE FUND	796,130.37
9.4	OPERATION & MAINTENANCE (RESTR)	511,823.96
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	510,806.77
9.7	GRANTS & CONTRACTS FUND	230,685.65
9.7a	COLLEGE ACTIVITY CLUBS	10,147.24
9.8	RESTRICTED PURPOSE FUND	198,974.70
9.9	FEDERAL FUND	2,907,132.22
9.9b	TORT & AUDIT	35,018.39
9.9c	WORKING CASH FUND	-
	TOTAL	<u><u>\$10,250,141.30</u></u>

10.0 REPORTS OF PERSONNEL

10.1-1	Full Time	Enclosed
10.1-1(a)	Renewal of Appointments – Grant Funded	Enclosed
10.1-2	Part Time/Supplemental/Other	Enclosed
10.1-3	Salary Revisions	None
10.1-4	Leave of Absence (LOA)	Enclosed
10.1-5	Resignations/Terminations	Enclosed
10.1-5(a)	Retirement – Support Staff	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

SUBJECT REPORT – Full Time

Andriana Esparza	Admissions Recruiter Admissions and Recruitment	Effective: 11/28/16
Malcom Heard	Coordinator, Student Success & Veterans Student Success	Effective: 11/28/16
Shanita Jones	Benefits Specialist Human Resources	Effective: 1/9/17
Margaret Lippert	International Student Services Specialist International Student Affairs	Effective: 11/28/16
Amber Whited	Payroll Assistant Finance	Effective: 11/28/16

RECOMMENDED ACTION

That the above be employed.

Renewal of Appointment – Grant Funded

It is recommended that the appointment of the following grant-funded individuals be renewed for the 2016-2017 fiscal year, contingent upon the continuation of grant funding.

Evera Ivy	Student Success Specialist
Colby Smith	Business Service Specialist
Darice Wright	Career Connections Adult Program Manager
Hiyam Yusef	Career Connections Student Success Specialist

RECOMMENDED ACTION

That the appointments be renewed for the above individuals.

SUBJECT REPORT – Leave of Absence (LOA)

Dawn Countryman	Assistant Professor, Anatomy & Physiology Science, Business & Computer Technology	L.O.A. (FMLA) 1/17/17-4/30/17
Deborah Sievers	Director of Disability Services Center for Disability Services	L.O.A. (FMLA) Intermittent 11/2/16-11/1/17

RECOMMENDED ACTION

That the above leave be granted.

SUBJECT REPORT - Resignations/Terminations

Severo M. Balason, Jr.	Dean, Enrollment Services Enrollment Services	Effective: 12/21/16
Lydia Falbo	Director of Nursing Career Programs	Effective: 12/2/16
Ronald Forgue	Police Officer Police Department	Effective: 10/20/16
Christian Maxwell	Financial Aid Coordinator Financial Aid	Effective: 11/2/16
Matthew Solum	Grounds Supervisor Campus Operations	Effective: 10/28/16
Guadalupe Zarco	Financial Aid Expeditor Financial Aid	Effective: 11/11/16

RECOMMENDED ACTION

That the above be approved as presented.

Retirement – Support Staff

The following employees have submitted a notice of retirement per date listed:

Rose Marie Sakanis	Secretary/Curriculum Assistant Academic Services	6/30/17
Doris Samyn	Secretary II Resource Development & Institutional Effectiveness	6/30/17

RECOMMENDED ACTION

It is recommended that the requests for retirement be approved as presented.

S U B J E C T R E P O R T – Reclassifications (Promotions, Transfers, Etc.)

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Andrea Bailey	Instructor, Business Science, Business & Computer Technology	Pursuant to the terms of the Negotiated Agreement, promoted to Assistant Professor Effective: Academic Year 2016-2017
Robert Faoro	Instructor, Automotive Technology Career Programs	Pursuant to the terms of the Negotiated Agreement, promoted to Assistant Professor Effective: Academic Year 2016-2017
Charlie Hoskins, Jr.	P.T. Police Officer Police Department	Reclassified to: F.T. Police Officer Effective: 11/21/16
Carmela Ochoa	Secretary II Adult Basic Education Support Staff	Reclassified to: Coordinator, ABE/ASE Effective: 12/5/16
Mark O'Donnell	Police Officer Police Department	Reclassified to: Sergeant Effective: 11/21/16
Nereida Perez	Departmental Assistant Multicultural Student Affairs Support Staff	Reclassified to: Job Resource Specialist Effective: 11/28/16

R E C O M M E N D E D A C T I O N

That the above be approved as presented.

NEW BUSINESS

- *12.1 Affiliation Agreement with Advocate Health and Hospitals Corporation
d/b/a Advocate Good Shepherd Hospital (Health Information
Technology) Enclosed
- *12.2 Affiliation Agreement with Sinai Health System (Health Information
Technology) Enclosed
- *12.3 Amendment to Affiliation Agreement with Silver Cross (Health
Information Management; Respiratory Therapy) Enclosed
- *12.4 Affiliation Agreement with Bria Health Services of Palos Hills (Nursing
and Basic Nurse Assistant) Enclosed
- *12.5 Resolution Determining Estimated Tax Levy and Public Hearing 2016 Enclosed
- *12.6 Life Safety Project: Building T HVAC Upgrades Enclosed
- *12.7 Fall 2016 College Life-Cycle Management (LCM) Equipment Purchase Enclosed
- *12.8 Print Optimization Solution Request for Proposal (RFP) Enclosed
- *12.9 Bookstore Hardware and Textbook Management System Upgrade Enclosed
- *12.10 Coffee Kiosk Contract Extension/Espresso Love Enclosed

RESOLUTION DETERMINING THE ESTIMATED TAX LEVY
FOR THE YEAR 2016 TAX YEAR AND
SCHEDULING A PUBLIC HEARING THEREON

(See attached Resolution)

Recommended Action:

It is recommended that the Board of Trustees approve the resolution as presented.

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
COOK COUNTY, ILLINOIS**

**RESOLUTION DETERMINING THE
ESTIMATED TAX LEVY FOR THE
YEAR 2016 TAX YEAR AND SCHEDULING A
PUBLIC HEARING THEREON**

WHEREAS, pursuant to Public Act 91-523, the Board of Trustees at Moraine Valley Community College, District No. 524, Cook County, Illinois, is required to determine the amounts of money estimated to be necessary to be raised by taxation for Tax Year 2016; and

WHEREAS, the Board is required to conduct a public hearing on said estimated determination on December 20, 2016; and

WHEREAS, the Board is further required to publish notification of the proposed property tax levy;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MORAIN VALLEY COMMUNITY COLLEGE, COMMUNITY COLLEGE DISTRICT NO. 524, COUNTY OF COOK AND STATE OF ILLINOIS, as follows:

Section 1: A public hearing on the Board's intent to adopt an aggregate levy shall be held on December 20, 2016, at 6:00 p.m. in the Board Room. Attached hereto as Exhibit A is the estimate of tax levy.

Section 2: The Board Secretary is hereby authorized and directed to cause notice of public hearing on the Board's estimate of taxes to be levied pursuant to 35 ILCS 200/18-101.15 in a newspaper of general circulation within the District not more than fourteen (14) days nor less than seven (7) days before the date of the public hearing. The notice shall be substantially in the form of Exhibit A.

Section 3: All members of the public shall be invited to the public hearing to comment upon the proposed tax levy.

Section 4: This Resolution shall be in full force and effect from and after its passage.

PASSED this 15th day of November, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this 15th day of November, 2016.

Chairperson

ATTEST:

Secretary

**Notice of Proposed Property Tax Levy for
MORAIN VALLEY COMMUNITY COLLEGE
Community College District No. 524, Palos Hills, Cook County, Illinois**

- I. A public hearing to approve a proposed property tax levy for Moraine Valley Community College, Community College District No. 524, Palos Hills, Illinois for Tax Year 2016 will be held on Tuesday, December 20, 2016, at 6:00 p.m. in the Board Room (D219), 9000 W. College Parkway, Palos Hills, IL 60465-0937.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Dr. Sylvia Jenkins, President, Moraine Valley Community College, 9000 W. College Parkway, Palos Hills, IL 60465; 708/974-5201.

- II. The corporate and special purpose property taxes extended or abated for Tax Year 2015 were \$29,544,250.

The proposed corporate and special purpose property taxes to be levied for Tax Year 2016 are \$30,393,010. This represents a 2.87 percentage increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for Tax Year 2015 were \$6,689,928.

The estimated property taxes to be levied for debt service and public building commission leases for Tax Year 2016 are \$6,627,670. This represents a 0.93 percentage decrease over the previous year.

- IV. The total property taxes extended or abated for Tax Year 2015 were \$36,234,178.

The estimated total property taxes to be levied for Tax Year 2016 are \$37,020,680. This represents a 2.17 percentage increase over the previous year.

EXHIBIT A

Annual Life Safety Project:
Building T HVAC Upgrades

This request presents our annual Life Safety Application for FY2018.

The existing HVAC systems within Building T are original to the building and past their useful life expectancy. This project will replace existing air handlers, boilers, chillers, pumps and controls to meet current ventilation and energy codes.

Recommended Action:

It is recommended that the Board of Trustees approve the life safety project as outlined on the attached application.

CAPITAL PROJECT APPLICATION FORM*(One Application Form per Project)*

District/College and District # Moraine Valley Community College
 Contact Person Rick Brennan Phone # 708-974-5388
 Project Title Building T HVAC Upgrades
 Project Budget \$ 1,000,000 () check here if the proposed project is to be financed with a combination of local, state,
 federal, foundation gifts, etc and disclose on funding attachment 2 Date November 1, 2016

Application Type (check the appropriate application type and follow instructions):

- Site acquisition-- see ICCB administrative rule 1501.604 d) or g) for additional material requirements and check here _____.(If this is a site acquisition and only land is being acquired ---no building--- then check here _____) --complete/submit Sections I and II with additional material requirements (if acquisition includes remodeling or new construction then you should also check the other appropriate application type and include description in the narrative portion of the application)
- Locally Funded New Construction--complete/submit Sections I and II.
- Locally Funded Remodeling--complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
- Protection, Health and Safety (PHS)--complete/submit Section I and Attachment PHS.
- Capital Renewal Project--complete/submit Section I and the three forms in the Architect Forms section of this manual. (Note: two of these should be completed by the architect.)

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- C. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1--top half of form for any project except PHS and bottom half of form for PHS projects only*)
- E. Funding source (*use the appropriate format on Attachment #2*)

- F. Locally funded project budget and certification form (Attachment #3) OR Attachment PHS.

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes No

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*) (*If land acquisition only then not necessary to complete this form*)

- C. Has the site been determined professionally to be suitable for construction purposes? Yes No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the new square footage or the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

The existing HVAC systems within Building T are original to the building and past their useful life expectancy. This project will replace existing air handlers, boilers, chillers, pumps and controls to meet current ventilation and energy codes.

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

Existing air handlers, boilers, chillers, pumps, controls and associated electrical connectors will be replaced to meet current ventilation and energy codes.

Attachment #1 Project Budget

Check One: (LOCALLY FUNDED -other than Protection, Health, and Safety- see below)

- New Construction
- Remodeling

Project Name Building T HVAC Upgrades

	Budget Amounts	
	New Construction	Remodeling
Land	_____	N/A
Site Development	_____	N/A
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency (10%)	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Approved by the _____ Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project Name _____

	Budget Amounts
Project Costs	\$832,737
Contingency	\$83,273
A/E Professional Fees	\$84,000
Total	\$1,000,000

Attachment #2 Funding Source

District/College Name _____

Project Name _____

Check the source(s) of funds:

Available fund balance _____ Fund name(s): _____
(Including excess funds from
previously approved protection,
health, and safety projects)

Bond Proceeds _____ Type of bond issuance(s): _____
(including protection, health,
and safety bonds)

Protection, Health, and _____
Safety Tax Levy _____ Tax rate/fiscal year: 2018
(ILCS 805/3-20.3.01)

Contract for Deed _____ Term of Contract for Deed in months: _____
(ILCS 805/3-36)

Lending Arrangement with a _____ Term of Lending Arrangements in months: _____
Financial Institution _____
(ILCS 805/3-37)

Lease Agreement _____ Term of Lease in months: _____
(ILCS 805/3-38)

Capital Renewal Funding _____ Proposed Fiscal Year Source(s): _____

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Budget Certification (see attachment, always required)	_____ X _____
Structural Integrity Certification (see attachment, if applicable)	_____
Energy Conservation Certification (see attachment, if applicable)	_____ X _____
Feasibility Study Identifying Need of the Project (district generated document)	_____
Other District Documentation to Support the Justification of this Project	_____

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect’s recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the _____ Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Brandon Fortier, PE, LEED AP
KJWW Engineering
1100 East Warrenville Road , Suite 400 W
Naperville, Illinois 60563

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds are true and accurate. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.608 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

Date November 1, 2016

062.061207

Illinois Registration or License Number



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

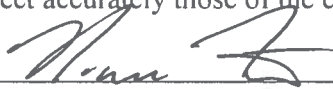
PROTECTION, HEALTH, AND SAFETY PROJECT

Certification for Energy Conservation

Name and address of architect/engineer providing the estimate:

Brandon Fortier, PE, LEED AP
KJWW Engineering
1100 East Warrenville Road, Suite 400W
Naperville, Illinois 60563

I certify that the methods and calculations used to determine the estimated energy usage, cost savings, and payback period, as submitted in the attached, meet or exceed those prescribed by industry standards. I further certify that the historic energy costs used in these calculations reflect accurately those of the college.




Architect/Engineer's Signature

Date November 1, 2016

062.061207

Illinois Registration or License Number

Seal


Exp. 11/30/17

Square Footage Summary Attachment

District/College Name Moraine Valley Community College

Project Name Building T HVAC Upgrades

Identify the increased square footage associated with a new construction project or provide a detailed summary of the space affected by this project. If additional explanation is necessary, please include in the scope of work narrative.

	<u>Net Assignable Square Feet</u>		
	<u>(Use this column for new construction only)</u>	<u>(Use these columns for remodeling projects only)</u>	
	New Square Footage	Existing Square Footage	Remodeled Square Footage
Classrooms	_____	_____	_____
Laboratories	_____	_____	_____
Offices	_____	_____	_____
Study	_____	_____	_____
Special Use	_____	_____	_____
Support	_____	_____	_____
Other	_____	_____	16,500
Total NASF	_____	_____	16,500
Total Gross Square Feet (GSF)	_____	_____	16,500
Efficiency (NASF / GSF)*	_____ %	_____ %	100 %

*Minimum acceptable efficiency is 70 percent.

TO: Robert Sterkowitz, Vice President of Financial and Business Services, CFO
Kam Sanghvi, CIO

FROM: Bill Helmold
Information Technology, Director of Client Services

DATE: November 3, 2016

RE: **Fall 2016 College Life-Cycle Management (LCM) Equipment Purchase**

Last February, the Board approved the recommendation for the Life-Cycle Management (LCM) schedule for technology equipment at the college. This fall begins the first phase of moving forward into the first year of LCM. The LCM project is a long-term rotational plan to replace obsolete products on a cyclical basis allowing the college to be competitive in the area of technology at all times. Specific products were assigned appropriate lifetime usage based on industry standards. This first purchase for year one will include equipment for computers, laptops, monitors, tablets, projectors, A/V controllers, telephone handsets, Uninterruptible Power Supplies (UPS), and storage. The second and final purchase for year one, coming in spring of 2017, will include computers, servers, printers and UPS replacements (controllers and batteries).

As part of the college's continued efforts to provide current technology on campus, requests for quotations were solicited for the purchase of five hundred and sixty one (561) computers, three hundred and seventy (370) monitors, seventy tablets (70), forty eight (48) projectors, twenty nine controllers (29), one hundred and fifty (150) telephone sets, one (1) UPS replacement (current equipment is at end of life) and equipment to update and add storage expansion to the college's storage area network (SAN). Pricing was obtained from the following vendors: Dell, Apple, CDW-G, Avalon, MCP, SKC, Zones, Conference Technologies, ServerSupply, MetroLineDirect, D&B Power Associates, ConRes, Newegg and B&H. The results of the quotations are delineated on the attached sheets. Quotes provided by Dell & Avalon were via the Midwestern Higher Education Compact (MHEC), contract numbers 99AGZ and 09C701.02 respectively. Because of the specific requirements to the institution on other items, pricing was not via State contract or consortium pricing.

This purchase will replace two hundred and forty (240) computers in sixteen (16) classroom labs, sixty-nine (69) classroom podium computers and two hundred and fifty two (252) computers for mostly faculty, adjunct faculty, staff, student clubs and student use, speech lab and advising. The remaining equipment above to be purchased will replace projectors, controllers and telephone sets in classrooms, labs, and offices across campus that the technology has been determined to be defective or at end of life.

The College will make an effort to donate any working equipment per board policy. Non-working hardware will be properly disposed through our sustainability eRecyclers. Some equipment may qualify for minimal buyback programs from awarded vendors.

RECOMMENDED ACTION:

Whereas Dell Computers, of Round Rock, Texas, has submitted MHEC state of Illinois contract pricing for the purchase of five hundred and eighteen (518) computers and three hundred and sixty (360) monitors, it

is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Dell Computers** in the amount of **\$398,612.65** for the Fall 2016 College LCM Purchase.

Whereas Apple Inc., of Austin Texas, is a sole provider of Apple products, and pricing has been secured through the best possible outlet (Apple Store for Education) for seventy (70) computers, laptops and tablets, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Apple Inc.** in the amount of **\$95,708.18** for the Fall 2016 College LCM Purchase.

Whereas CDW-G, of Vernon Hills, Illinois, has submitted the lowest responsible proposal for the purchase of one hundred and fifty (150) Cisco IP phones at 36,657.00, forty eight (48) Epson projectors at \$30,269.39 and ten (10) Samsung 16:10 monitors at \$1,208.90, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **CDW-G** in the total amount of **\$68,135.29** for the Fall 2016 College LCM Purchase.

Whereas Avalon Technologies, of Bloomfield Hills, Michigan, has submitted MHEC state of Illinois contract pricing for the purchase of T3 Compellent Data Storage Expansion, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Avalon Technologies** in the amount of **\$27,328.00** for the Fall 2016 College LCM Purchase.

Whereas Midwest Computer Products, Inc. (MCP), of West Chicago, Illinois, has submitted the lowest responsible proposal for the purchase of twenty nine (29) A/V controllers, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Midwest Computer Products, Inc.** in the amount of **\$25,020.04** for the Fall 2016 College LCM Purchase.

Whereas SKC Communication Products, LLC, of Shawnee Mission, Kansas, has submitted the lowest responsible proposal for the purchase of forty seven (47) projector screens, and miscellaneous brackets and connectors, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **SKC Communications Products, LLC** in the amount of **\$11,957.13** for the Fall 2016 College LCM Purchase.

Whereas Zones Inc., of Auburn, Washington, has submitted the lowest responsible proposal for the purchase of one (1) APC Smart-UPS, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Zones Inc.**, in the amount of **\$6,054.36** for the Fall 2016 College LCM Purchase.

Total Cost of this purchase: \$632,815.65

TO: Dr. Margaret Lehner, Vice President for Institutional Advancement and Executive Assistant to the President
Kamlesh Sanghvi, Chief Information Officer

FROM: Clare Briner, Director, Marketing and Creative Services
Bill Helmold, Director, Client Services/Information Technology

DATE: November 4, 2016

RE: **Print Optimization Solution Request for Proposal (RFP)**

Requests for proposal (RFP) were solicited as part of the college-wide print optimization project for the acquisition and maintenance of new printing and duplicating equipment with expanded functionality for Reprographics, the college's in-house print production center. Proposals were sought in conjunction with Information Technology in order to unify printing and copying equipment, streamline management and maintenance, and reduce costs. Eleven (11) firms attended the mandatory pre-proposal meeting for this project. Seven (7) firms submitted proposals: Xerox, Canon, Konica Minolta, Martin Whalen, COTG, Marco, and Gordon Flesch. The firms also had the opportunity to walk-through the campus to assess print needs; locations visited included Reprographics.

Submitted proposals were reviewed by representatives of Marketing and Communications (including Reprographics), Information Technology and Purchasing. Upon review, four (4) firms were asked to provide in-person presentations on their recommended solutions: Canon, Konica Minolta, COTG and Xerox. Following the presentations, one (1) firm, Xerox, was removed from consideration as their proposal did not best meet the team's expectations or college's needs.

The project team opted to continue with the review of proposals submitted by Canon, COTG (a Xerox partner) and Konica Minolta. The Marketing and Communications staff was tasked with further examining the proposed solutions for Reprographics, while the Information Technology staff was tasked with examining the fleet (copier/printer) proposals.

Marketing and Communications determined that Canon would provide the best product, print quality, training, and service to meet the college's print production needs. Canon listened to and understood Reprographics' needs through the RFP process and provided the most comprehensive proposal. Canon's software solutions will improve the workflow and efficiency of Reprographics by automating project intake and billing. The hardware solutions expand the area's current capabilities, which will allow the college to complete specialty print projects in-house. This gives the college greater control over quality, reduces waste, and presents cost savings. Canon's printers feature a unique black-and-white printing process that provides superior quality for non-color printing, which is predominantly used for student course materials. Finally, Canon is the most environmentally friendly option with energy efficient hardware, a recycling program and reduced environmental pollution.

Information Technology determined that cost, compatibility and quality were of the highest priorities for the fleet (new copier purchases and existing printer maintenance). Canon presented the best overall proposal (as stated above), lowest prices for fleet copiers and compatibility with the Reprographics solution. Unifying the fleet and production equipment will allow the college to redirect high-volume print

jobs from individual fleet units to the production center—an enhancement that optimizes equipment use and reduces cost. In addition to the copiers, “fleet” also includes maintenance coverage for the existing 400+ highly aged printers on campus. Printers are the highest cost per page print option over using reprographics or copiers. It is the college’s goal to continue with optimization and cost cutting in the near future by adding copiers and reducing the number of overall printers. Printer programs are based on a click rate. Canon’s click rate charges are almost the same as Konica’s but higher than COTG. However, the estimated difference in overall cost still leaves Canon as overall cost leader in the “fleet” proposal.

COTG was not selected as the preferred vendor because the proposed solution was cost prohibitive for both fleet and production equipment; and Konica Minolta was not selected because the production product and print quality are inferior in comparison to the other vendors.

	<u>Cost</u>	<u>Quality (Production)</u>	<u>Compatibility</u>
Canon	2	1	X
Konica/Minolta	1	4	
COTG (Xerox)	3	2	
Xerox	4	2	

All companies scored positive marks in training, service and fleet quality printing. There were no significant differences amongst these categories.

Because of potential funding issues in the future, lower costs for the life of the equipment, and flexibility to extend the life of the equipment, it has been determined it would be in the best interest of the college to purchase the equipment rather than lease the equipment.

RECOMMENDED ACTION:

Whereas Canon Solutions America, Inc., of Melville, New York, has submitted the lowest responsible proposal, meeting the overall needs of the college, for the purchase of four (4) high-end production printers and finishing equipment and forty seven (47) copiers including interoperable reprographics and fleet software, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Canon Solutions America, Inc.** in the amount of **\$487,761.00** as the college’s printer optimization solution.

TO: Bob Sterkowitz, Vice President Financial and Business Services
and College Treasurer

FROM: Kashif Shah, Director of Auxiliary Services

DATE: November 7, 2016

RE: **Bookstore Hardware and Textbook Management System Upgrade**

In 2005, the College purchased the Nebraska Book Company point of sale system in order to be compatible with the College's business/student systems with a real time interface to Financial Aid for a fluid transition to better serve our students.

The Nebraska Book Company has been current with college bookstore industry trends and has been working very well for our bookstore. The original registers, purchased in 2005, have served the bookstore and its students well over ten years however, they have now reached the end of their serviceable life. Because of industry compliance and necessary technological needs, it is time to upgrade these ten (10) registers with pin pads to be fully compliant with PCI (Payment Card Industry) along with current software upgrades.

Nebraska Book Company has been in the retail wholesale college textbook distributing service since 1915 and is one of the largest wholesale distributors in North America. The college has worked with Nebraska Book Company since 2005 and has had a positive relationship with Nebraska.

RECOMMENDED ACTION: Whereas, Nebraska Book Company, of Lincoln, Nebraska, has been the college's point of sale system partner, it is recommended that the Board of Trustees award and authorize the issuance of a purchase order in the amount of **\$37,714.00 to Nebraska Book Company**, for the purchase of ten (10) new point of sale registers, pin pads and upgrade of software.

TO: Bob Sterkowitz, Vice President of Financial and Business Service and
College Treasurer

FROM: Kashif Shah, Director of Auxiliary Services

DATE: November 7, 2016

RE: **Coffee Kiosk Contract Extension: Espresso Love**

Espresso Love, a local small business partner, has been on campus for over fifteen (15) years and they have established a good rapport with our college students, staff and faculty in terms of products and services they provide. The owners of Espresso Love are residents of our district and reside in Tinley Park.

It is recommended that the college extends its contract with specialty coffee provider Espresso Love for the next three years.

RECOMMENDED ACTION: The Auxiliary Services at Moraine Valley Community College is recommending that the Board of Trustees authorize and approve the college President to be signator on the Espresso Love three (3) year contract extension. The effective date of this contract will be January 6, 2017 through January 5, 2020. Espresso Love will pay the college \$25,000.00 per year for next three (3) years.