

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, February 21, 2017, 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 6:00 PM.

II. ROLL CALL

Present: Joseph Murphy, Chairman; John Coleman; Kimberly Hastings; Michael Murphy (arrived 6:15 PM); Susan Murphy; Eileen O'Sullivan; Sandra Wagner; David Shipyor, Student Trustee

III. MINUTES

The Board of Trustees, having reviewed the unapproved Minutes of the Public Hearing on the Tax Levy of December 20, 2016, the unapproved Minutes of the Regular Meeting of December 20, 2017 (with amendment to December 20, 2016), and the unapproved Minutes of the Closed Session held December 20, 2016, and there being no further corrections to the minutes, the minutes are approved as presented.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS

5.1 Student Trustee Report

Mr. Shipyor reported that Student Life hosted Spring Welcome Days, held January 18 and 19, to welcome students back for the spring semester and provide information about opportunities and services at Moraine Valley. A number of events took place converging on Valentine's Day, including Student Life's ever-popular Dating Game. Student clubs had various fundraisers around the Student Union building, and the Christian Fellowship group

prepared notes and cards that were delivered to a veterans' hospital on the north side. He also reported that the Cheer Team, Student Life, and the athletic department sponsored spirit week including "Rock the Place" on February 16, featuring the men's and women's final home basketball games, along with other activities. Mr. Shipyor shared various photos of these events as part of his report.

VI. REPORTS OF ADMINISTRATION

6.1 President's Report

- Title III Grant/Blue Island Education Center Renovations – Kiana Battle, Dean of Career Programs, and Michael Lundeen, of Legat Architects, shared information about the Title III grant to increase access to career pathways that will renovate space in the Blue Island Education Center. Ms. Battle reported that the Department of Education's Title III grant, totaling \$2.25 million (\$450,000 over five years) will support the expansion of allied health offerings to residents in the Blue Island area and the southeast sector of the college district. Initially, this will include the Basic Nurse Assistant (BNAT) program and then Phlebotomy in spring 2018, Nursing in fall 2018, and Coding Specialist in fall 2019. Mr. Lundeen shared a proposed timeline for the renovations, with construction starting in June 2017, with some work being done on the second floor, but most of the work occurring on the third floor to construct SIM labs, a BNAT lab, and a skills lab. Renderings of the proposed spaces were also shown. Construction costs are covered in the first two years of the grant; some equipment will be purchased in later years of the grant.

Dr. Jenkins thanked the staff who have worked on the Title III project, indicating that this project originally started three years ago and had to be scaled down, but a lot of hard work and many meetings have gone into making this possible. She indicated that students will still need to come to the main campus for science courses in these programs.

- Spring 2017 Enrollment Report – Dr. Sadya Khan, Director of Institutional Research & Planning, reported on spring 2017 enrollment, indicating that headcount is down 2.6 percent and credit hours are down 3.4 percent, compared to spring 2016. There is a decrease of 6 percent in the number of high school graduates, and although the college continues to get 30 percent of overall high school graduates in the district, it is projected that the number of high school graduates will continue to decline slightly each year.

She outlined areas of increases and decreases in headcounts and credit hours, noting decreases in the Sheriff's program, Southwest Education Center, and baccalaureate and remedial programs. She reported that there are not as many adult students (age 25 and above) as in the past, 28 percent currently, compared to 36 percent ten years ago, which may be related to the low unemployment rate, noting that an economic recovery tends to flatten college enrollments. She shared that preliminary enrollment information for the Illinois community college system shows enrollments down by an average of 5 percent compared to last spring. In response to a question regarding the decrease in the Sheriff's program enrollments, it was reported that the program is dependent on having federal funding available for training, but it has been indicated that more classes are planned for later this spring. Dr. Khan reported that there are increases in Dual Credit (up 16 percent), Blue Island Education Center (up 7 percent), and online (up 2 percent) and hybrid courses (up 8 percent). She indicated that a more comprehensive enrollment report will be completed soon that will be shared with the Board.

- 50th Anniversary Proclamation Recognizing Oak Lawn Rotary/Founding of MVCC – Dr. Margaret Lehner, Vice President for Institutional Advancement, reported on the college's 50th anniversary activities and provided some history of the college's founding through the efforts of the Oak Lawn Rotary, providing background for a proclamation of appreciation to the Oak Lawn Rotary, which is on the Board agenda for approval. She reported that, in addition to the proclamation, a banner will be given to the Oak Lawn Rotary and she invited the Board members and others to sign the banner after the meeting.

Dr. Jenkins noted a brochure provided to the Board members about the college's Percussion Ensemble that was selected to perform at the Illinois Music Education Conference (IMEC) at the Peoria Civic Center in January. She recognized faculty member Doug Bratt and the participants of the ensemble for a job well done. She reported that the college is still working on an alma mater, indicating that Trustee Coleman will serve on the judging panel for submissions, with the hope of sharing the new alma mater at graduation.

Dr. Jenkins reported that she sent the proposed governor's budget and Illinois Community College Board (ICCB) budgets to the Board with her memo but as of today there is still no budget that has been agreed to. She asked Senator Ed Maloney, who was in the audience, if he could share any updates on the state budget. Senator Maloney indicated that he felt the governor has a good view of Illinois community colleges and that Dr. Karen Hunter Anderson, current

Executive Director of the ICCB, has been asked to serve as the interim executive director of the Illinois Board of Higher Education. He indicated that there is support for MAP grants within the legislature, but the so-called “grand bargain” has hit some roadblocks, although the legislature seems determined to do something next Tuesday. He indicated that Illinois is the second largest exporter of college students in the country, with approximately 39,000 college students going out of state and only about 20,000 coming in to the state. In response to Ms. O’Sullivan’s question regarding the reduction of the traditional funding formula for higher education over recent years, Senator Maloney responded that he had no absolute explanation for it, but higher education is competing with many other funding needs across the state. He indicated that it was his opinion that the state’s budget crisis cannot be fixed with cuts; that there will have to be some type of revenue generation to address the issues.

VII. COMMUNICATIONS

- 7.1 Letter from National Council for Marketing & Public Relations (NCMPR) re Marketing & Communications Paragon Awards
- 7.2 Email from Former Student to President re Career Assistance Received
- 7.3 Letter from Student re Bookstore Customer Service

VIII. FINANCIAL STATEMENT

For DECEMBER 2016:

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$ 141,905,422.09 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.2 Budget Summary Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

For JANUARY 2017:

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$ 139,844,429.30 will be filed for audit. (DOCUMENT C - SUPPLEMENT TO MINUTES)

8.2 Budget Summary Report

(DOCUMENT D - SUPPLEMENT TO MINUTES)

Mr. Sterkowitz reported that disbursements outpaced revenues for the last two months, primarily due to the lack of state funding coming in. He indicated that Cook County tax bills have a due date of March 1 and that revenue will start coming in the end of February or March. He reported that there is hope of a second stopgap measure to help out some the state colleges that are in distress. He reported that the college continues to monitor its expenditures closely.

CONSENT AGENDA (IX – XII):

It was moved by Mr. Coleman and seconded by Mr. Michael Murphy to approve the following consent agenda items:

Chairman Murphy provided some background on Agenda Item 12.11 (Request for Proposal for Auditing Services), indicating that the Board participated in the review process for the college's auditing services. He thanked Bob Sterkowitz, Stephanie Meuris, Theresa O'Carroll, and Trustee John Coleman for the work they put in participating in the interviews and process, which resulted in the recommendation on the agenda for the Board's approval.

With the Board's permission, Chairman Murphy read the proclamation to the Oak Lawn Rotary (Agenda Item 12.7) into the meeting's record:

WHEREAS Two Oak Lawn Rotary members attended a session of the Palos-Orland-Worth Planning Council on October 20, 1965 to receive information on the junior college question in Illinois; AND

WHEREAS The Oak Lawn Rotary voted to organize a committee to sponsor the organization of a Junior College Committee for Evergreen Park, Oak Lawn and Reavis High School Districts; AND

WHEREAS The Oak Lawn Rotary appointed Orval A. Larson, an Evergreen Park attorney, chairman of said committee, who quickly structured the Junior College Citizens Committee; AND

WHEREAS The Oak Lawn Rotary was the impetus for the founding of Moraine Valley Community College with the passage of a referendum on February 18, 1967; AND

WHEREAS The Oak Lawn Rotary then approached Orval A. Larson to organize a Caucus Committee to select candidates for the first Junior College Board of Education, who were elected on April 22, 1967. Six men and one woman were administered the oath of office on May 1, 1967, and thereby Junior College

District 524 became an entity, and leased its first administrative offices in Oak Lawn; AND

WHEREAS Moraine Valley Community College held its first classes in leased buildings in Alsip on September 16, 1968. The number of enrolled students was 1,210, with the largest number, 398, residing in Oak Lawn; AND

WHEREAS The Oak Lawn Rotary helped pass a successful \$15 million referendum in 1993 to build the Fine and Performing Arts Center by serving on the planning committee and Foundation board of directors, and donating \$25,000 to help endow the Moraine Valley Foundation to support programming in the new center; AND

WHEREAS Moraine Valley Community College is now the second largest community college in Illinois with an annual enrollment of an estimated 32,000 students. The 297-acre campus has grown from temporary Quonset huts on an old sod farm to 14 state-of-the-art buildings and extension centers in Tinley Park and Blue Island; AND

WHEREAS Moraine Valley Community College celebrates being “Rock Solid Since 1967” and continues to be committed to student success and providing quality, affordable education and job training opportunities; therefore, be it

RESOLVED By Moraine Valley Community College, that we thank the Oak Lawn Rotary for its early dedication to founding a junior college in this community; creation of a student scholarship to ensure continued student success; commitment to improving access to the arts in the southwest suburbs through the creation of the Fine and Performing Arts Center; and support as original members of the Foundation Board of Directors; and be it further

RESOLVED That this proclamation be presented to Oak Lawn Rotary President Mark Dynia.

Presented this 27th day of February, 2017.

IX. WARRANTS

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

For DECEMBER 2016:

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$ 5,970,662.45
9.3	Operation & Maintenance Fund	658,871.32
9.4	Operation & Maintenance Fund (Restricted)	-0-
9.5	Bond & Interest Fund	1,126,875.00
9.6	Auxiliary Enterprise Fund	452,513.50
9.7	Grants & Contracts Fund	225,333.92

9.7A	College Activity Clubs	11,049.01
9.8	Restricted Purpose Fund	627,331.86
9.9	Federal Fund	730,618.88
9.9B	Tort & Audit	8,700.00
9.9C	Working Cash Fund	-0-

(DOCUMENT E - SUPPLEMENT TO MINUTES)

For JANUARY 2017:

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$ 5,757,508.25
9.3	Operation & Maintenance Fund	1,339,682.16
9.4	Operation & Maintenance Fund (Restricted)	180,263.39
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	1,307,752.97
9.7	Grants & Contracts Fund	202,565.21
9.7A	College Activity Clubs	8,843.05
9.8	Restricted Purpose Fund	542,362.51
9.9	Federal Fund	241,072.82
9.9B	Tort & Audit	355.17
9.9C	Working Cash Fund	-0-

(DOCUMENT F - 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

Daryl Bernard - Police Officer, Police Department - effective 2/27/17

Nancy Gaylen - Director of Curriculum and Assessment, Academic Services – effective 3/6/17

James Lamer – Groundskeeper, Campus Operations - effective 3/6/17

Pashal Mabry - Financial Aid Expeditor, Financial Aid - effective 2/27/17

Janet Oleksy - Secretary II, Adult Basic Education - effective 2/27/17

Efrain Perez – Groundskeeper, Campus Operations - effective 2/27/17

(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-1(a) Tenure Contract for Bargaining Unit Members

It is recommended that the Board of Trustees approve the award of a contract for the 2017-2018 academic year for the following individuals:

Randolph Conner	Humanities
Michael Espinoza	Criminal Justice
Panshula Ganeshan	Communications
Daniel Grafton	Geography
John Halliwell	Intensive English Language
Rita Kealy	Phlebotomy/Medical Terminology
Jennifer Lee	Reading
Deborah Morley	Health Information Technology
Rose Rich	Office Systems and Applications
David Viar	Welding

(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-1(b) Third Year Contract for Bargaining Unit Members

It is recommended that the Board of Trustees approve the award of a contract for the 2017-2018 academic year for the following individuals:

Shelley Engstrom-Kestel	American Sign Language
Michele Foote	Nursing
Amanda Gerdes	Developmental Communications
Shanya Gray	Counselor
Peter Keep	Mathematics
Karen Kowalski	Medical Office Assistant
Daniel Matthews	Digital Media
Angela Nicholson	Nursing
LaToya Pryor	Respiratory Therapy
William Wolfe II	Computer Integrated Technology

(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-1(c) Contract Extension/Non-Tenure Review of Bargaining Unit Member

It is recommended that the Board of Trustees approve an extension of tenure decision to be made in the Fall 2017 semester (tenure beginning Spring 2018) for Jennene Fields, Physics, as the result of a FMLA leave taken during the Fall 2014 semester.

(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-1(d) Second Year Contract for Bargaining Unit Members

It is recommended that the Board of Trustees approve the award of a contract for the 2017-2018 academic year for the following individuals:

Heather Casiello	Nursing
Michelle Flory	Developmental Communications
Kimberly Wroble	Nursing

(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT L - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

Sarah Bales - Professor, Biology, Science, Business & Computer Technology
- L.O.A. (FMLA) 3/8/17-5/19/17

Patricia Caratachea - P.T. Departmental Assistant, Academic Outreach –
L.O.A. (FMLA) 2/1/17-7/1/17

Margaret Dawczak - Coordinator of Records & Assessment, Learning
Enrichment & College Readiness - L.O.A. (FMLA) Intermittent 01/25/17-
1/24/18

Merri K. Fefles - Assistant Professor, History, Liberal Arts - L.O.A.
(FMLA) Intermittent 2/6/17-2/5/18

Helen Limberopoulos - Secretary II, Campus Operations - L.O.A. (FMLA)
Intermittent 1/13/17-1/12/18

Shirley Mancuso - P.T. Payroll Assistant, Finance - L.O.A. (FMLA)
1/10/17-4/6/17

Georgina Murphy - Assistant Professor, Nursing, Career Programs - L.O.A.
(FMLA) Intermittent 1/30/17-1/29/18

Deborah Sievers - Director, Disability Services, Center for Disability Services
- L.O.A. (FMLA) Intermittent 2/14/17-2/13/18

Iwona Tryba - Administrative Assistant, Institutional Advancement - L.O.A.
(FMLA) 2/20/17-6/16/17

Amber Whited - Payroll Assistant, Finance - L.O.A. (FMLA) 1/16/17-3/10/17

Carrie Wolf - Coordinator of Testing Services, Testing Center - L.O.A.
(FMLA) Intermittent 2/2/17-2/1/18

(DOCUMENT M - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Tamarra Coleman-Hill - Assistant Professor, Communications, Liberal Arts
- effective 12/16/16

Kelly Daily - Departmental Assistant, Campus Operations - effective 1/27/17
Quintina Dulaney - P.T Library Assistant II, Library/Learning Resource Center
- effective 2/24/17

Cieara Harvey - Departmental Assistant, Multicultural Student Affairs
- effective 1/6/17

Regis Simba - P.T. User Support Services Specialist, Information Technology
- effective 2/6/17

Laura Vera - Registration Representative, Registration and Records – effective
1/18/17

(DOCUMENT N - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement - Faculty

It is recommended that the request for retirement be approved as presented:

Mary Therese Galka - Assistant Professor, Basic Nurse Assistant, Career
Programs – retirement effective 7/31/17

(DOCUMENT O - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Administrative Classified

It is recommended that the request for retirement be approved as presented:

Karen McGinnis Administrative Assistant, Administrative Services –
retirement effective 7/31/17

(DOCUMENT P - SUPPLEMENT TO MINUTES)

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

Helen Dunne – from P.T. Departmental Assistant, Academic Advising Center
to F.T. Departmental Assistant, Center for Disability Services – effective
2/27/17

Lynn Granz – from P.T. Departmental Assistant, Science, Business &
Computer Technology to F.T. Departmental Assistant, Corporate, Community
& Continuing Education - effective 2/27/17

Jane Majewski Budget Assistant, Finance Department to Departmental Assistant, Campus Operations - effective 3/6/17
Edward Mangan – from F.T. Police Officer, Police Department to P.T. Police Officer, Police Department - effective 2/27/17
Matthew McDougall – from Groundskeeper, Campus Operations to Lead Groundskeeper, Campus Operations - effective 2/27/17
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

XI. UNFINISHED BUSINESS

None.

XII. NEW BUSINESS

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

12.1 Affiliation Agreement with Advocate Health & Hospitals Corporation d/b/a Advocate Christ Medical Center (Respiratory Therapy)

It is recommended that the Board of Trustees approve the affiliation agreement with Advocate Health & Hospitals Corporation d/b/a Advocate Christ Medical Center for Respiratory Therapy.
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Calumet Counseling & DUI Services, Inc. (Addictions Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Calumet Counseling & DUI Services, Inc., for Addictions Studies.
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Footprints to Recovery (Addictions Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Footprints to Recovery for Addictions Studies.
(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Northwest Community Hospital (Sleep Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Northwest Community Hospital for Sleep Technology.
(DOCUMENT U - SUPPLEMENT TO MINUTES)

12.5 Affiliation Agreement with University of Illinois Hospital (Health Information Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with University of Illinois Hospital for Health Information Technology.
(DOCUMENT V - SUPPLEMENT TO MINUTES)

12.6 Affiliation Agreement with Diabetes and Endocrine Care (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Diabetes and Endocrine Care for Medical Assistant.
(DOCUMENT W - SUPPLEMENT TO MINUTES)

12.7 Proclamation Recognizing Oak Lawn Rotary – MVCC 50th Anniversary

It is recommended that the Board of Trustees approve the attached proclamation of appreciation to the Oak Lawn Rotary.
(DOCUMENT X - SUPPLEMENT TO MINUTES)

12.8 Palos Hills Request for Use of College Property

It is recommended that the Board of Trustees authorize the City of Palos Hills to use college property as specified for their annual Palos Hills Friendship Festival 2017 to be held July 6-9, 2017.
(DOCUMENT Y - SUPPLEMENT TO MINUTES)

12.9 Resolution for 457b Change to RBC Wealth Management

It is recommended that the Board of Trustees approve a change in the Financial Advisor's Broker Dealer information for the College's 457b Deferred Compensation plan. (DOCUMENT Z - SUPPLEMENT TO MINUTES)

12.10 Statement of Final Completion for Project: Building T Roof Replacement

It is recommended that the Board of Trustees approve the Statement of Final Completion for the following project: Building T Roof Replacement.
(DOCUMENT AA - SUPPLEMENT TO MINUTES)

12.11 Request for Proposal – Auditing Services

It is recommended that the Board of Trustees approve the RSM US proposal and enter into an agreement with RSM US for a fixed fee for fiscal audits beginning in June 2017 through June 2021. The initial contract will be for the first year, with new contracts signed each year at the fee level listed below:

Annual Audit Fees:

June 30, 2017	\$ 81,800
June 30, 2018	\$ 84,200
June 30, 2019	\$ 86,700
June 30, 2020	\$ 89,300
June 30, 2021	\$ 92,000

(DOCUMENT BB - SUPPLEMENT TO MINUTES)

12.12 Telephone Service Provider for Voice Connectivity

Whereas Comcast Corporation has submitted the most competitive rates for the service, it is recommended that the Board of Trustees approve and authorize entering into a three (3) year contractual agreement with Comcast Corporation to supply monthly telephone service for a cost of \$83,844.00 for a three (3) year agreement, plus any applicable taxes.

(DOCUMENT CC - 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), 10.1-1(c), 10.1-1(d), 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 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, 12.8, 12.9, 12.10, 12.11, and 12.12:

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

Student

Advisory: Yes

Motion carried.

XIII. MISCELLANEOUS

Ms. O’Sullivan indicated that she recently attended a Board meeting somewhere else and observed that we do not say the Pledge of Allegiance before starting the meeting and asked if that had been discussed or voted on. She asked if it was possible to add the Pledge of Allegiance.

Mr. Shipyor suggested including a moment of silence.

After a brief discussion, it was agreed to poll the Board on this.

XIV. AUDIENCE PARTICIPATION

None.

XV. ADJOURNMENT

The meeting adjourned at 6:53 PM.