

## **APPROVED**

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

The Governing Board of Moraine Valley Community College, District No. 524, Special Meeting/Board Retreat, was held on Saturday, September 16, 2017, 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 John Coleman at 8:15 AM.

#### **II. ROLL CALL**

Present: John Coleman, Chairman; Kimberly Hastings; Brian O'Neill; Eileen O'Sullivan; Sandra Wagner; Hana Asfar, Student Trustee (Arrived 9:35 AM)

Absent: Joseph Murphy, Michael Murphy

#### **III. GENERAL DISCUSSION OF MATTERS RELATING TO THE SHORT- AND LONG-TERM FUTURE OF THE COLLEGE**

Bob Sterkowitz, Vice President of Finance & Business Services/College Treasurer, reviewed information on operating budget projections and assumptions, clarifying that these projections are a planning tool and that as each year's actual information is received, projections are adjusted. He explained that funds from the state were received for FY17 and for FY18 and how the college will maintain a conservative stance on the budget because no one knows what will happen going forward. He reviewed budget assumptions, providing background information for context and indicating that based on that information, there did not appear to be a need to raise tuition for FY19. Using these same assumptions, he projected that a \$3-per-credit-hour tuition increase for both FY20 and FY21 and a \$4 tuition increase in FY22 would be reasonable. Cost reduction across the budget is a continuous process. Strategies for funding potential capital expenditures were also reviewed.

Dr. Jenkins indicated that the Board would vote on any tuition recommendation at a regular meeting; today's information is just for discussion and getting direction from the Board.

A three-year plan for tuition increases allows both the college and students to plan ahead. Course fees are adjusted regularly to reflect the costs for consumable goods used by students in the classroom. The implementation of a technology fee has allowed the college to implement a life-cycle management plan for the rotational replacement of technology to keep campus and academic technology up-to-date.

Bob reviewed a proposal for a uniform online course delivery fee that would bring the costs for taking an online course down for out-of-district and out-of-state students in relation to how the college currently charges for these courses. With a headcount of 318 out of 2,500 online enrollments representing out-of-district/out-of-state enrollments, there is potential for increasing the college's out-of-district/out-of-state online enrollments. More research would be done to present a final recommendation for consideration by the Board. There was consensus among the Board to proceed. Dr. Jenkins indicated that a recommendation would be developed for the Board to consider before next April for this to be effective for fall 2018/FY19.

Bob discussed a proposal for the implementation of a one-time admission fee of \$25 for the first credit-hour course for which a new student registers, effective for spring 2018. This fee will bridge a gap until an application fee can be implemented in Colleague, and also serve as a way to ensure that students are serious about enrolling. This will also allow better planning for staffing, rooms, and scheduling of sections. The proposed admission fee would be replaced by the application fee when it is implemented. There was consensus by the Board to proceed. This recommendation will come before the Board for action in October to be effective for spring 2018.

Dr. Margaret Lehner, Vice President, Institutional Advancement, shared information regarding enrollment data and effects on higher education, including that community college enrollments are down both nationally and in the state of Illinois. Nationally, high school graduates are expected to increase, while public high school graduates in Illinois are projected to decrease by 2%. The college consistently draws 35% of district public high school graduates, but public high school enrollments are projected to drop 8% by 2020. Dr. Lehner reviewed demographic information for the district, which reflects national demographics that show significant increases in Hispanic and minority populations over the past six years. Moraine Valley offers five of the top ten AAS degrees and seven of ten top certificate programs. She shared that 20% of all credit enrollments at Illinois community colleges are internet-based courses, either fully online or hybrid courses. At Moraine Valley, course enrollments have increased by 23.7% in online and 68.3% in hybrid courses over the past five years.

Dr. Pamela Haney, Vice President, Academic Affairs, shared information about proposed new program offerings that will expand opportunities for students and better serve the needs of district and state employers. She reviewed both changing and new credit and non-credit offerings and degree and certificate programs that respond to the needs of students and industry as well as those programs that will expand transferability options for students into advanced degrees in STEM (science, technology, engineering and mathematics) fields as well as other programs.

Various college processes were reviewed, including complaint processes, informing the community about tuition savings for students who attend Moraine Valley, and programs that support populations for whom English is not the first language.

Dr. Lehner shared information with the Board regarding the college's Academic Quality Improvement Program (AQIP) reaffirmation of accreditation through the Higher Learning Commission (HLC), which is reaffirmed every eight years. She reviewed the processes involved, including action projects (current action projects are in developmental education, institutional effectiveness, and employee engagement); preparation of a systems portfolio; evaluation of the systems portfolio, action project training workshop (the college's next action project will be a college-wide data measurement for student retention); and a comprehensive quality review (CQR) visit, which will take place in February 2018. The CQR requires an opportunity for community public comment sent directly to the HLC through a link posted by the college, a student opinion survey conducted by the HLC, submission of a report documenting federal compliance and a report of quality highlights. A team from HLC will visit the college to hold various meetings with various populations, including the Board of Trustees, to validate that the college meets five specific criteria regarding the college's mission; integrity/ethical and responsible conduct; teaching and learning/quality, resources, and support; teaching and learning/evaluation and improvement; and resources, planning, and institutional effectiveness. Going through this process may qualify the college for the Open Pathway for accreditation, which takes place every 10 years. Dr. Jenkins indicated that the meeting with the Board members will be an early evening meeting and the Board will be kept informed as the process continues.

Dr. Jenkins reported on requests from the faculty and support staff unions for extensions of the contracts. She indicated that the administration will find out more specifically what the unions are defining as an extension of contract. She

indicated that she is informing the Board of these requests because they will require the Board's approval. There may be a closed session at the October Board meeting to discuss this in more detail, and if Board members have questions or concerns, they should talk to Dr. Jenkins or the Board Chair.

Bob reported on RFP proposals for food service operations at the college. More information will come back to the Board in October or November.

Dr. Jenkins reported on the Cook County Sheriffs program, which has been at the college since 2001. Because of ICCB (Illinois Community College Board) administrative rules, the college cannot report credit hours in this program for apportionment reimbursement. Dr. Jenkins would like the Board to be aware of two options, which are to pursue the payment of rent by the program or accept that there is no revenue generation for this use of college space. After some discussion and based on the Board's feedback, Dr. Jenkins will follow up with the Undersheriff to find out where they are with discussions of rent or compensation to the college.

Rick Hendricks, Vice President of Administrative Services, reviewed projects that are scheduled for the next several years for the campus, funded through Life Safety, college funds, or RAMP (state) projects. Dr. Jenkins clarified that as these projects come up, the Board will see the bids in the board packet for action.

Dr. Jenkins informed the Board of a request by Tinley Park requesting to use college-owned land in Tinley Park for a new fire station after they remove two existing fire stations. Dr. Jenkins indicated that the proposal was not advantageous to the college.

The Board members expressed appreciation for the information shared with them during the meeting.

### **III. ADJOURNMENT**

The meeting adjourned at 11:21 AM.

September 11, 2017

## Meeting Notice

The Moraine Valley Community College Board of Trustees will hold a board retreat at 8 a.m., Saturday, Sept. 16, 2017, in the Board Room, Building D, Room D219, on campus, 9000 W. College Pkwy., Palos Hills.

### A G E N D A

1. CALL TO ORDER
2. ROLL CALL
3. GENERAL DISCUSSION OF MATTERS RELATING TO THE SHORT- AND LONG-TERM FUTURE OF THE COLLEGE
4. ADJOURNMENT