

**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 immediately following Public Hearing on the Budget, 6:30 PM, Tuesday, September 19, 2017, 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 August 15, 2017 Regular Meeting

4. **AUDIENCE PARTICIPATION**

5. **BOARD REPORTS AND/OR REQUESTS**

- 1) Student Trustee Report – Asfar

6. **REPORTS OF ADMINISTRATION**

- 1) Presentation to Phil McNeff (retirement)
- 2) President's Report
- 50th Anniversary Resolutions
  - Year in Review Video

7. **COMMUNICATIONS**

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 (including Travel Expense Reimbursements)
- 2) \* Education Fund
- 3) \* Operation & Maintenance Fund
- 4) \* Operation & Maintenance (Restricted)
- 5) \* Bond & Interest Fund
- 6) \* Auxiliary Enterprise Fund
- 7) \* Restricted Purpose Fund
- a. \* Grants & Contracts Fund
  - b. \* Federal Fund
  - c. \* College Activity Clubs

- 8) \* Working Cash Fund
- 9) \* Tort & Audit
10. **REPORT OF PERSONNEL**
  - 1) \* Full-Time
    - a. \* Tenure Contract for Bargaining Unit Member
  - 2) \* Part-Time/Supplemental/Other
  - 3) Salary Revisions
  - 4) \* Leave of Absence (FMLA)
  - 5) \* Resignations/Terminations
    - a. \* Retirement – Administrative and Professional
    - b. \* Retirement - Faculty
  - 6) \* Reclassifications (Promotions, Transfers, Corrections, etc.)
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
  - 1) \* Affiliation Agreement with North Palos Fire Protection District (Fire Science)
  - 2) \* Affiliation Agreement with Oak Forest Fire Department (Fire Science)
  - 3) \* Affiliation Agreement with Park Forest Fire Department (Fire Science)
  - 4) \* New Board Policy #6533.3 - Policy on Unauthorized Use of Recreational Drones (UAVs) on Campus Property or Facilities
  - 5) \* FY2018 Budget
  - 6) \* Holiday Schedule
  - 7) \* Fall 2017 College Life-Cycle Management (LCM) Equipment Purchase
13. **MISCELLANEOUS**
14. **AUDIENCE PARTICIPATION**
15. **ADJOURNMENT**

Agenda Item 3.0  
September 19, 2017

**MINUTES**

Approved Minutes of the Regular Meeting of June 20, 2017

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, Regular Meeting, was held on Tuesday, June 20, 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 John Coleman at 6:02 PM.

**II. ROLL CALL**

Present: John Coleman, Chairman; Joseph Murphy; Michael Murphy; Brian O'Neill; Eileen O'Sullivan (arrived 6:09PM); Sandra Wagner; Hana Asfar, Student Trustee

Absent: Kimberly Hastings

**III. MINUTES**

The Board of Trustees, having reviewed the unapproved Minutes of the Special Meeting of May 16, 2017, the unapproved Minutes of the Regular Meeting of May 16, 2017, the unapproved Minutes of the Special Meeting of June 6, 2017, the unapproved Minutes of the Closed Session held May 16, 2017, and the unapproved Minutes of the Closed Session held June 6, 2017, 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**

Ms. Asfar reported that she attended the ICCTA Student Leadership Institute and shared some of the concepts from sessions that she attended which made an impact on her, in particular, sharing several differences between a growth vs. a fixed mindset, and also that everyone has a "sphere of influence." She

reported that the Muslim Student Association (MSA) hosted its second annual Iftar with an attendance of about 50. She explained that the last three weeks Muslims have been observing Ramadan, which is a time of fasting, giving thanks, and reaffirming a commitment to helping those less fortunate. Iftar is the evening meal when Muslims end their daily Ramadan fast at sunset. She also reported that during the program, two MSA members were awarded scholarships. Following her report, Ms. Asfar left the meeting to attend class.

## **VI. REPORTS OF ADMINISTRATION**

### 6.1 Presentation to Rose Sakanis

On behalf of the Board and the administration, Joseph Murphy presented Rose Sakanis, Secretary II and Curriculum Assistant, with a retirement gift, thanked her for 26 years of service to the college, and wished her well in retirement.

### 6.2 Presentation to Linda Strzelczyk

On behalf of the Board and the administration, Mrs. Wagner presented Linda Strzelczyk, Academic Coordinator, NUR/BNAT Training Programs, with a retirement gift, thanked her for 18 years of service to the college and its students, and wished her well in retirement.

### 6.3 Presentation to Gayle Albano

On behalf of the Board and the administration, Michael Murphy presented Gayle Albano, Secretary II, Marketing and Communications, with a retirement gift, thanked her for 27 years of service to the college, and wished her well in retirement.

### 6.4 Recognition of Accomplishments

- Phi Theta Kappa Chapter  
Kent Marshall, Dean of Students & Compliance Officer, introduced the advisors of the college's Alpha Iota Lambda Chapter of Phi Theta Kappa—Kimberly Golk and Demetrius Robinson. Kent introduced John Rosales and Daniel Dore who were recognized as Illinois All-Academic Team members at a banquet in Springfield in April. He reported that the Alpha Iota Lambda Chapter Officer Team was selected as one PTK's 2017 Distinguished Chapter Officer Teams, selected by a panel of judges from 192 nominees internationally and recognized on

the national stage at the PTK Catalyst Conference in Nashville in April. Kent introduced the officers, which included Ashley Alfini, Daniel Dore, Charbel Karaziwan, Alec Koppers, Jessica Madden, and John Rosales. Kent also introduced Maksymilian Podraza, who was selected as one of PTK's 2017 Distinguished Chapter Members, selected from over 143 nominees internationally and recognized at the PTK Catalyst Conference in Nashville in April. The college's PTK chapter is active on campus and in the community, having partnered with the Honors Program to develop a students' conference, which was attended by 180 students, and also supporting a food pantry with activities and collections. Advisor Kim Golk received the Illinois Regional Advisor Scholarship, allowing her to participate in the PTK Honors Institute, held recently in Illinois, to study real-world issues affecting students.

- ICCTA Award Nominees
  - Distinguished Alumnus – Jessica Crotty, Assistant Director of Communications, introduced Dennis Shannon, Moraine Valley's nominee for the ICCTA Distinguished Alumnus Award and provided a brief biography of Mr. Shannon, sharing that Mr. Shannon graduated from Moraine Valley in 1977 and continued to be involved with the college as a Foundation Board member. Chairman John Coleman presented Mr. Shannon with a plaque and a photo was taken.
  - Student Essay – Jessica Crotty introduced Micaela Contreras, sharing a brief bio and Micaela's essay. Mr. O'Neill presented Micaela with an award recognizing her nomination and a photo was taken.
  - Business/Industry Partnership – Jessica introduced Ricky Moore, Coordinator, High School Dual Enrollment; John Sands, Department Chair, Computer Integrated Technology; and Nick Stricker, representing ESPO Systems, an IT security services firm, which was nominated for the ICCTA Business/Industry Partnership Award. The college has partnered with ESPO Systems for a number of years, and ESPO Systems has hosted 32 student interns, 16 of whom have been hired as full-time employees. They also serve on the college's Employer Advisory Committee. Ms. O'Sullivan presented Mr. Stricker with an award recognizing the nomination of ESPO Systems for the Business/Industry Partnership Award.

### 6.5 President's Report

- American Association of Women in Community Colleges (AAWCC) 40 Under 40 Award – Dr. Normah Salleh-Barone, Vice President of Student Development, reported that Alexandria Terrazas, Coordinator of Student Success Programs, was nominated and received the AAWCC 40 Under 40 Award, outlining some of the activities that earned her this award, including co-chairing the college's first Women's Conference and working on the first Latino Student Conference held on campus. Joseph Murphy presented Ms. Terrazas with an award recognizing this achievement. Ms. Terrazas stated that she was very honored to receive the 40 Under 40 award.
- Marketing & Communications National Awards – Clare Briner, Director of Marketing & Communications, reported that the Marketing & Communications department has won 43 awards this year. She outlined some of the awards, including a graphic novel award of excellence, Instagram (2 gold awards), neighborhood mailers (2 gold awards), the fall 2016 class schedule (bronze award), the fire truck dedication video (gold), the Fine and Performing Arts Center microsite (gold and bronze), among others. She introduced Matt Grotto, videographer and producer; and Tracie Macejak, Creative Designer, both members of the department's staff who were present in the audience and who played a major role in the department earning these awards. Chairman John Coleman joined Matt, Tracie, and Clare for a photo with several of the awards.
- Fire Truck Garage Construction Project – Dr. Jenkins reminded the Board of the two donated fire trucks and the need to store them to provide protection and security. Dominick Demonica, of Demonica Kemper Architects, and Rick Brennan provided an overview of the proposed garage construction, which has three components: garage space, storage space, and a mezzanine space for student observations. The garage will be attached to the technology center near the Fire Science (FIS) program classrooms, providing expanded space for instruction and the needed protection for the trucks and equipment. The FIS program can accommodate 20 students in each cohort; 31 students applied for entry this year. Approximately 420 students have gone through the program to date. The cost for the project will be approximately \$1.2 million, which the college has set aside from infrastructure fees and operations and maintenance restricted general fund account. It is anticipated that bids will go to the October Board meeting and the construction can be completed by July 2018.

Dr. Jenkins reported that there is nothing to report regarding a state budget, although legislators are scheduled to return tomorrow. She indicated that projections for higher education appear to indicate a possible 10 percent

reduction to what was received in FY2015. She reported that the Palos Hills Friendship Fest will be held July 6-9, with a fireworks display on July 9 in recognition of the college's 50<sup>th</sup> anniversary, Remarks will take place at 7 p.m., with the fireworks scheduled after dark. Board members were invited to attend. Dr. Jenkins acknowledged the work done by Dr. Margaret Lehner, Dr. Sharon Katterman, and staff to put together the college's AQIP portfolio, which has been submitted to the Higher Learning Commission (HLC). She reported that she attended a meeting last week of the HLC's Partners for Transformation think tank, which was attended by representatives from all over the nation to discuss directions forward for accreditation and the HLC. Dr. Jenkins thanked John Coleman and Brian O'Neill for attending the ICCTA convention in early June for the trustee training sessions. Dr. Jenkins thanked everyone who worked on the graduation ceremony and the Board members for being there and meeting with students afterwards. She thanked trustees Coleman, O'Sullivan, and Wagner for attending the Higher Education Equivalency (GED) graduation and also thanked Michael Morsches and his staff for the work behind a very nice program to recognize the achievements of the students.

Chairman Coleman offered a short break as an opportunity for people who wished to leave before continuing the business of the meeting.

## **VII. COMMUNICATIONS**

- 7.1 Letter from Keynote Speaker re Illinois Child & Family Conference held at Moraine Valley
- 7.2 Letter from the American Society of Association Executives (ASAE) Awarding Certified Association Executive (CAE) Status (Kristy McGreal)

## **VIII. FINANCIAL STATEMENT**

### **8.1 Treasurer's Report**

Treasurer's Report showing an ending balance of \$147,530,069.97 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

### **8.2 Budget Report**

(DOCUMENT B - SUPPLEMENT TO MINUTES)

**CONSENT AGENDA (IX – XII):**

Mr. Michael Murphy requested information about the exterior camera bid, indicating that the recommendation wasn't completely clear to him, and explaining that he wasn't pulling it from the consent agenda, just trying to clarify details. Rick Brennan, Director of Campus Operations, responded to his questions, sharing that Chief O'Connor could provide more detail if additional information was needed. Mr. Murphy thanked him and indicated that the information provided was sufficient.

It was moved by Mr. Joseph Murphy and seconded by Mrs. Wagner to approve the following consent agenda items:

**IX. WARRANTS**

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

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$ 6,258,666.00
9.3	Operation & Maintenance Fund	849,789.17
9.4	Operation & Maintenance Fund (Restricted)	1,366,001.36
9.5	Bond & Interest Fund	2,294,968.51
9.6	Auxiliary Enterprise Fund	530,501.10
9.7	Restricted Purpose Fund	50,828.56
9.7A	Grants & Contract Fund	161,567.84
9.7B	Federal Fund	189,331.49
9.7C	College Activity Clubs	18,215.74
9.8	Working Cash Fund	-0-
9.9	Tort & Audit	11,725.18

(DOCUMENT C - SUPPLEMENT TO MINUTES)

**X. REPORT OF PERSONNEL**

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

10.1-1 Full-Time

Lisa Couch - Instructor, Communications, Liberal Arts - effective 8/14/17  
 Richard Hendricks - Vice President, Administrative Services – effective 7/10/17

David Huber - Instructor, Mathematics, Science, Business & Computer Technology - effective 8/14/17  
Frank Johnson - Instructor, Mathematics, Science, Business & Computer Technology - effective 8/14/17  
Mary Ann Luciano Smith - Secretary II, Resource Development – effective 7/10/17  
Tiffany McCrary - Instructor, Basic Nurse Assistant, Career Programs - effective 8/14/17  
(DOCUMENT D - SUPPLEMENT TO MINUTES)

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

It is recommended that the appointments for the following individuals be renewed:

Michael Gonzalez - Program Coordinator  
Stanley Kostka - CAE Regional Resource Center Manager  
(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

Lynn Bailey Mackey – Counselor, Academic Advising/Counseling - L.O.A (FMLA) 8/17/17 – 9/30/17; (PARENTAL) 10/1/17 – 9/30/18  
Anita King - Program Assistant, Student Success Center - L.O.A. (FMLA) 6/30/17 – 8/18/17  
Donna Larsen Departmental Assistant, Registration - L.O.A. (FMLA) 6/28/17 – 8/15/17  
James Murphy – Custodian, Campus Operations - L.O.A. (FMLA) Intermittent 5/15/17 – 5/14/18  
Iwona Tryba - Administrative Assistant, Institutional Advancement - L.O.A. (FMLA) 6/17/17 – 8/18/17  
(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Daniel Nghiem - Instructor, Mathematics, Science, Business & Computer Technology - effective 8/4/17

David Termunde - User Support Services Coordinator, Information Technology - effective 6/9/17

Roger Zak - Accounting Systems Analyst, Finance - effective 6/7/17  
(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Faculty

Mary O'Malley-Absalon - Associate Professor, Medical Office Assistant, Career Programs – retirement effective 12/31/17  
(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Administrative & Professional Staff

Beth Miller - Box Office Manager, Fine & Performing Arts Center – retirement effective 8/18/17  
(DOCUMENT J - SUPPLEMENT TO MINUTES)

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

Patricia Brown – from Assistant Professor, Nursing, Career Programs to Associate Professor - effective Academic Year 2017-2018

Richard C. Caldwell - from Secretary II, Student Success Center to Secretary II/Curriculum Assistant, Academic Services - effective 7/3/17

Carey Cipolla – from Groundskeeper, Campus Operations to Lead Groundskeeper - effective 6/26/17

Mark Derdzinski – from Assistant Professor, Communications, Liberal Arts to Associate Professor - effective Academic Year 2017-2018

Diane Kovacevic – from Assistant Professor, Nursing, Career Programs to Associate Professor - effective Academic Year 2017-2018

Christine Kuropas - Health Sciences Coordinator, Career Programs to Health Sciences Admissions Coordinator - effective 6/19/17

Lee Rincon - from Assistant Professor, Spanish, Liberal Arts to Associate Professor - effective Academic Year 2017-2018

Colette Schrank - from Associate Professor, Phlebotomy, Career Programs to Professor - effective: Academic Year 2017-2018

Maha Sweis-Dababneh – from Assistant Professor, Arabic, Liberal Arts to Associate Professor - effective Academic Year 2017-2018

Alexandria Terrazas – from Coordinator, Student Success Programs, Student Success to Assistant Dean, Student Success - effective 6/19/17

Tamra Williams – from Instructor, Nursing, Career Programs to Assistant Professor - effective Academic Year 2017-2018

(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-7 President's Contract

It is recommended that the amendment to the president's employment agreement, as presented to the Board, be approved.

(DOCUMENT L - SUPPLEMENT TO MINUTES)

**XI. UNFINISHED BUSINESS**

None.

**XII. NEW BUSINESS**

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

12.1 Affiliation Agreement with Mercy Hospital & Medical Center  
(Mammography Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Mercy Hospital & Medical Center for Mammography Technology.

(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.2 Review of Closed Session Written Minutes and Audio Tapes

It is recommended that the written minutes of the closed session held on October 13, 2015, December 20, 2016, and April 18, 2017, be released.

(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.3 Treasurer's Bond Renewal FY18

It is recommended that the Board approve the renewal of the Treasurer's Bond for fiscal year 2018 for \$23,000,000 at a cost of \$15,639.00 from The Hartford Insurance Company.

(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.4 Resolution to Update Information with First Midwest

It is recommended that the Board of Trustees approve the attached resolutions to update information on file at First Midwest Bank, an existing approved depository, to reflect change in signature authority, effective June 20, 2017. (DOCUMENT P - SUPPLEMENT TO MINUTES)

12.5 2019 Resource Allocation Management Plan (RAMP) Projects

It is recommended that the Board of Trustees approve the Resource Allocation Management Plan (RAMP), which consists of two projects: Renovation of Buildings A, B, and L/Health Careers Center (Priority #1) and Classroom Building (Priority #2). Further, it is recommended that the Board of Trustees authorize the administration to submit the RAMP documents to the Illinois Community College Board. (DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.6 Building G Gymnasium Upgrades Bid

Whereas, Frontier Construction, Inc., of Willowbrook, Illinois, is the lowest responsible responsive bidder, it is recommended that the Board of Trustees award and authorize the issuance of a purchase order in the amount of \$194,875.00 to Frontier Construction, Inc., for the Building G Gymnasium Upgrade Bid. (DOCUMENT R - SUPPLEMENT TO MINUTES)

12.7 Exterior Cameras Phase 1 Bid

Whereas, Pentegra Systems LLC., of Addison, Illinois, is the lowest responsible responsive bidder, it is recommended that the Board of Trustees award and authorize the issuance of a purchase order in the amount of \$528,295.00 to Pentegra Systems LLC, for the Exterior Cameras Phase 1 Bid. (DOCUMENT S - SUPPLEMENT TO MINUTES)

12.8 FPAC Exterior Lighting Upgrade Bid

Whereas, Courtesy Electric, Inc., of Chicago, Illinois, is the lowest responsible responsive bidder, it is recommended that the Board of Trustees award and authorize the issuance of a purchase order in the amount of \$80,990.00 to Courtesy Electric, Inc., for the FPAC Exterior Lighting Upgrade Bid. (DOCUMENT T - SUPPLEMENT TO MINUTES)

12.9 Xerographic Office Paper Bid

Whereas Lewis Paper, of Wheeling, Illinois, is the lowest responsible and responsive bidder meeting specifications, it is recommended that the Board of Trustees award this bid and authorize the execution of an agreement for one year, July 1, 2017-June 30, 2017 with Lewis Paper to secure the pricing for paper at a price of \$29.55 per case.

(DOCUMENT U - 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), 10.1-2, 10.1-3, 10.1-4, 10.1-5, 10.1-5(a), 10.1-5(b), 10.1-6, and 10.1-7; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, 12.8, and 12.9:

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

Motion carried.

**XIII. MISCELLANEOUS**

Ms. O’Sullivan raised a question about holding a Board retreat in the near future. Dr. Jenkins indicated that dates will be shared with the Board members to facilitate scheduling a retreat.

Dr. Jenkins reminded the Board that the next Board meeting will be in August, with a start time of 6:30 p.m. She also introduced Rick Hendricks, extending a welcome to Mr. Hendricks as the college’s new Vice President of Administrative Services.

**XIV. AUDIENCE PARTICIPATION**

None.

**XV. ADJOURNMENT**

The meeting adjourned at 7:24 PM.

**BOARD REPORTS AND/OR REQUESTS**

5.1 Student Trustee Report - Asfar

Verbal

**REPORTS OF ADMINISTRATION**

- |     |  |        |
|-----|--|--------|
| 6.1 | Presentation to Phil McNeff (retirement)   | Verbal |
| 6.2 | President's Report   | Verbal |
|     | <ul style="list-style-type: none"><li>• 50<sup>th</sup> Anniversary Resolutions</li><li>• Year in Review Video</li></ul> |        |

**COMMUNICATIONS**

None

**MORAIN VALLEY COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT NO. 524  
TREASURER'S REPORT  
MONTH ENDED AUGUST 31, 2017**

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$48,082,628.45	\$9,531,261.75	\$5,581,120.35	\$52,032,769.85
OPERATION & MAINT FUND	3,647,907.72	2,124,985.23	988,083.22	4,784,809.73
OPERATION & MAINT (RESTR.)	10,546,546.54	665,110.67	428,649.65	10,783,007.56
AUXILIARY FUNDS	8,934,463.50	2,269,104.84	1,951,398.50	9,252,169.84
RESTRICTED PURPOSE FUNDS	23,425,497.44	2,145,096.48	1,805,969.21	23,764,624.71
BOND & INTEREST FUND	53,523,139.64	1,533,726.78	0.00	55,056,866.42
TRUST & AGENCY FUNDS	80,837.73	84,216.43	3,360.05	161,694.11
TOTAL	<u>\$148,241,021.02</u>	<u>\$18,353,502.18</u>	<u>\$10,758,580.98</u>	<u>\$155,835,942.22</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$23,698.88
HUNTINGTON BANK	CHECKING ACCT	1,061,694.11
FIRST MIDWEST BANK	CHECKING ACCT	9,251,192.15
WINTRUST MAXSAFE	MONEY MARKET	1,002,027.69
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	4,778,967.89
IL SCHOOL DIST LIQUID ASSEST FUND	MONEY MARKET	8,445,916.27
SHORT TERM INVESTMENTS	VARIOUS	71,954,085.48
LONG TERM INVESTMENTS	VARIOUS	59,318,359.75
TOTAL		<u>\$155,835,942.22</u>

**ACCOUNT EXPENDITURE SUMMARIES**

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$5,581,120.35
9.3	OPERATION & MAINTENANCE FUND	988,083.22
9.4	OPERATION & MAINTENANCE (RESTR)	428,649.65
9.5	BOND & INTEREST FUND	0.00
9.6	AUXILIARY ENTERPRISE FUND	1,951,398.50
9.7	RESTRICTED PURPOSE FUND	1,319,775.05
9.7a	GRANTS & CONTRACTS FUND	446,433.95
9.7b	FEDERAL FUND	34,760.21
9.7c	COLLEGE ACTIVITY CLUBS	3,360.05
9.8	WORKING CASH FUND	-
9.9	TORT & AUDIT	5,000.00
	TOTAL	<u><u>\$10,758,580.98</u></u>

10.0 REPORTS OF PERSONNEL

10.1-1	Full Time	Enclosed
10.1-1(a)	Tenure Contract for Bargaining Unit Member	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 – Administrative and Professional Staff	Enclosed
10.1-5(b)	Retirement – Faculty	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

SUBJECT REPORT – Full Time

Tiffiney Kavars	Box Office Manager Fine & Performing Arts Center	Effective: 10/9/17
Thomas Sinagra	Groundskeeper Campus Operations	Effective: 10/2/17
Colin Strange	Groundskeeper Campus Operations	Effective: 9/25/17

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RECOMMENDED ACTION

That the above be employed.

Tenure Contract for Bargaining Unit Member

It is recommended that the following employee be granted tenure beginning Spring 2018:

Dr. Jennene Fields                      Physics Instructor

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R E C O M M E N D E D   A C T I O N

It is recommended that the Board of Trustees approve the granting of tenure for the above employee.

S U B J E C T   R E P O R T – Leave of Absence (LOA)

Mary Barney	Instructor, Philosophy Liberal Arts	L.O.A. (FMLA) Intermittent 8/22/17 – 12/14/17
Rick Brennan	Director of Campus Operations Campus Operations	L.O.A. (FMLA) 9/13/17 – 10/13/17
Laura Hyzny	Departmental Assistant Career Programs	L.O.A. (FMLA) 10/9/17 – 11/3/17
Bonnie Keating	Financial Aid Expeditor Financial Aid	L.O.A. (FMLA) 10/9/17 – 12/1/17
Sundus Madi-McCarthy	Academic Advisor Academic Advising	L.O.A. (FMLA) Intermittent 9/11/17 – 9/10/18
Lauren Peerbolte	Coordinator, New Student Onboarding Student Development	L.O.A. (FMLA) 10/14/17 – 12/11/17
Donna Schnepf	Professor, Health Information Technology Career Programs	L.O.A. (FMLA) Intermittent 9/11/17 – 9/10/18
DeWitt Scott	Student Success Specialist Student Success	L.O.A. (FMLA) 8/28/17 – 09/15/17

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R E C O M M E N D E D   A C T I O N

That the above leaves be granted.

SUBJECT REPORT - Resignations/Terminations

Lamont Gary	Warehouse Supervisor Shipping & Receiving	Effective: 9/29/17
Judy Healy	Accounting Systems Analyst Finance	Effective: 9/15/17
Michael Hennigan	Groundskeeper Campus Operations	Effective: 8/25/17
Andriy Khudytskyy	P.T. Community Service Officer Police Department	Effective: 8/26/17
James Lamer	Groundskeeper Campus Operations	Effective: 9/8/17
Yuri Lopez	Departmental Assistant Multicultural Student Affairs	Effective: 9/29/17
Jane Majewski	Departmental Assistant Campus Operations	Effective: 8/31/17
Jessica Robledo	P.T. Departmental Assistant Academic Services	Effective: 8/17/17
Lori Sanders	Director, IT Project Management Information Technology	Effective: 9/14/17
Torrance Smith	Assistant Technical Director Liberal Arts	Effective: 9/30/17

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RECOMMENDED ACTION

That the above be approved as presented.

Retirement – Administrative and Professional

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

Susan Gray	Director, Infrastructure & Network Services Information Technology	6/30/18
Michael Sadler	Oracle Database & UNIX Administrator Information Technology	1/31/18
Robert Sterkowitz	Vice President of Finance & Business Services/College Treasurer Finance	6/30/18

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RECOMMENDED ACTION

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

Retirement – Faculty

The following employee has submitted a notice of retirement per date listed:

Chris Alberts	Associate Professor, Criminal Justice Career Programs	8/31/18
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RECOMMENDED ACTION

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

SUBJECT REPORT – Reclassifications (Promotions, Transfers, Etc.)

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Aaron Almanza	Instructor, Developmental Communications Learning Enrichment & College Readiness	Pursuant to the terms of the Negotiated Agreement, Promoted to Assistant Professor Effective: Academic Year 2017-2018
Courtney Farr	Dispatcher Police Department	Reclassified to: Secretary II Student Success Support Staff Effective: 9/25/17
Sandra Leonard	Secretary II Career Programs Support Staff	Reclassified to: Administrative Assistant Administrative Services Administrative Classified Effective: 10/2/17
Kevin McWoodson	Assistant Professor, Economics Liberal Arts	Pursuant to the terms of the Negotiated Agreement, Promoted to Associate Professor Effective: Academic Year 2017-2018
Mark O'Donnell	Police Sergeant Police Department	Reclassified to: Police Lieutenant Administrative Professional Effective: 9/25/17
Mary Turek	P.T. Departmental Assistant Academic Outreach/SWEC Support Staff	Reclassified to: F.T. Departmental Assistant Center for Disability Services Effective: 9/25/17
Kevin Warchol	Grounds Supervisor Campus Operations Administrative Classified	Reclassified to: Groundskeeper Support Staff Effective: 10/30/17

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RECOMMENDED ACTION

That the above be approved as presented.

**NEW BUSINESS**

- |       |   |          |
|-------|---|----------|
| *12.1 | Affiliation Agreement with North Palos Fire Protection District<br>(Fire Science)                                       | Enclosed |
| *12.2 | Affiliation Agreement with Oak Forest Fire Department (Fire Science)  | Enclosed |
| *12.3 | Affiliation Agreement with Park Forest Fire Department (Fire Science)   | Enclosed |
| *12.4 | New Board Policy #6533.3 – Policy on Unauthorized Use of<br>Recreational Drones (UAVs) on Campus Property or Facilities | Enclosed |
| *12.5 | FY2018 Budget   | Enclosed |
| *12.6 | Holiday Schedule  | Enclosed |
| *12.7 | Fall 2017 College Life-Cycle Management (LCM) Equipment<br>Purchase   | Enclosed |

**BOARD POLICY #6533.3:**  
**POLICY ON UNAUTHORIZED USE OF RECREATIONAL DRONES**  
**(UAVs) ON CAMPUS PROPERTY OR FACILITIES**

Recommended Action:

It is recommended that the Board of Trustees approve new Board Policy #6533.3: Policy on Unauthorized Use of Recreational Drones (UAVs) on Campus Property or Facilities, as presented.

**FY 2018 BUDGET**

Recommended Action:

It is recommended that the Board of Trustees adopt the FY 2018 Budget.

STATE OF ILLINOIS

COMMUNITY COLLEGE DISTRICT 524

Annual Budget for Fiscal Year 2018

Moraine Valley Community College

9000 West College Parkway

Palos Hills



SUMMARY OF Fiscal Year 2018 ESTIMATED REVENUES

District: Moraine Valley Community College	Dist. No: 524	Year Ended 2018		
	Education Fund	Operations and Maintenance Fund	Public Building Commission Operations and Maintenance Fund	Total Operating Funds
<u>OPERATING REVENUES BY SOURCE</u>				
<i>Local Government</i>				
Local Taxes	21,248,708	7,353,667	-	28,602,375
Corporate Personal Property Replacement Taxes	1,368,486	-	-	1,368,486
Chargeback Revenue	-	-	-	-
Other (List)	-	-	-	-
<b>TOTAL LOCAL GOVERNMENT</b>	<b>22,617,194</b>	<b>7,353,667</b>	<b>-</b>	<b>29,970,861</b>
<i>State Government</i>				
ICCB Base Operating Grants	1,845,655	5,536,965	-	7,382,620
ICCB Equalization Grants	4,509,380	-	-	4,509,380
ICCB-Career and Technical Education	398,877	-	-	398,877
ICCB-Adult Education	-	-	-	-
Other (List):	6,600	-	-	6,600
<b>TOTAL STATE GOVERNMENT</b>	<b>6,760,512</b>	<b>5,536,965</b>	<b>-</b>	<b>12,297,477</b>
<i>Federal Government</i>				
Dept. of Education	-	-	-	-
Dept. of Labor	-	-	-	-
Dept. of Health and Human Services	-	-	-	-
Other (List)	-	-	-	-
<b>TOTAL FEDERAL GOVERNMENT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Student Tuition and Fees</i>				
Tuition	47,722,024	-	-	47,722,024
Fees	4,314,000	-	-	4,314,000
Other Student Assessments	-	-	-	-
<b>TOTAL TUITION AND FEES</b>	<b>52,036,024</b>	<b>-</b>	<b>-</b>	<b>52,036,024</b>
<i>Other Sources</i>				
Sales and Service Fees	1,557,800	-	-	1,557,800
Facilities Revenue	5,000	-	-	5,000
Investment Revenue	272,533	30,750	-	303,283
Nongovernmental Grants	6,000	-	-	6,000
Other (List): Library Fines	7,500	-	-	7,500
Indirect Cost Recoveries	360,000	-	-	360,000
Misc.	-	10,000	-	10,000
Net Interfund Transfer	-	150,000	-	150,000
<b>TOTAL OTHER SOURCES</b>	<b>2,208,833</b>	<b>190,750</b>	<b>-</b>	<b>2,399,583</b>
<b>TOTAL 2018 BUDGETED REVENUE</b>	<b>83,622,563</b>	<b>13,081,382</b>	<b>-</b>	<b>96,703,945</b>
<i>Less Nonoperating Items*</i>				
Tuition Chargeback Revenue	-	-	-	-
Instructional Service Contract Revenue	-	-	-	-
<b>ADJUSTED REVENUE</b>	<b>83,622,563</b>	<b>13,081,382</b>	<b>-</b>	<b>96,703,945</b>

\*Interdistrict revenues that do not generate related local district credit hours are subtracted to allow for statewide comparisons.

SUMMARY OF Fiscal Year 2018 OPERATING BUDGETED EXPENDITURES

	Education Fund	Operations and Maintenance Fund	Public Building Commission Operation and Maintenance Fund	Total Operating Funds	%
<b>BY PROGRAM</b>					
Instruction	34,459,403	-	-	34,459,403	35.63
Academic Support	6,761,088	-	-	6,761,088	6.99
Student Services	8,809,675	-	-	8,809,675	9.11
Public Service/Continuing Education	38,407	-	-	38,407	0.04
Organized Research	-	-	-	-	-
Auxiliary Services	-	-	-	-	-
Operation & Maint. of Plant	-	13,081,382	-	13,081,382	13.53
Institutional Support	19,044,427	-	-	19,044,427	19.69
Scholarships, Student Grants, and Waivers	7,956,400	-	-	7,956,400	8.23
INTERFUND TRANSFERS	6,553,163	-	-	6,553,163	6.78
TOTAL 2018 BUDGETED EXPENDITURES	83,622,563	13,081,382	-	96,703,945	100.00
<i>Less Nonoperating Items*</i>					
Tuition Chargeback	-	-	-	-	-
Instructional Service Contracts	-	-	-	-	-
ADJUSTED EXPENDITURES	83,622,563	13,081,382	-	96,703,945	100.00
<b>BY OBJECT</b>					
Salaries	49,514,696	4,128,214	-	53,642,910	55.47
Employee Benefits	9,634,837	1,182,009	-	10,816,846	11.19
Contractual Services	3,718,294	3,401,005	-	7,119,299	7.36
General Materials and Supplies	4,810,854	1,035,341	-	5,846,195	6.05
Travel and Conference/ Meeting Expenses	873,123	15,817	-	888,940	0.92
Fixed Charges	97,211	15,113	-	112,324	0.12
Utilities	87,985	2,154,803	-	2,242,788	2.32
Capital Outlay	45,000	1,149,080	-	1,194,080	1.23
Other	8,187,400	-	-	8,187,400	8.47
Provision for Contingency	100,000	-	-	100,000	0.10
INTERFUND TRANSFERS	6,553,163	-	-	6,553,163	6.78
TOTAL 2018 BUDGETED EXPENDITURES	83,622,563	13,081,382	-	96,703,945	100.00
<i>Less Nonoperating Items*</i>					
Tuition Chargeback	-	-	-	-	-
Instructional Service Contracts	-	-	-	-	-
ADJUSTED EXPENDITURES	83,622,563	13,081,382	-	96,703,945	100.00

\*Interdistrict expenses that do not generate related local college credit hours are subtracted to allow for statewide comparisons.

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>EDUCATION FUND</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INSTRUCTION</b>		
Salaries	29,161,410	
Employee Benefits	3,968,902	
Contractual Services	319,787	
General Materials and Supplies	840,133	
Travel and Conference/Meeting Expenses	140,421	
Fixed Charges	28,750	
Utilities	-	
Capital Outlay	-	
Other	-	34,459,403
<b>ACADEMIC SUPPORT</b>		
Salaries	4,249,380	
Employee Benefits	1,041,095	
Contractual Services	342,909	
General Materials and Supplies	931,874	
Travel and Conference/Meeting Expenses	168,953	
Fixed Charges	26,564	
Utilities	313	
Capital Outlay	-	
Other	-	6,761,088
<b>STUDENT SERVICES</b>		
Salaries	6,387,700	
Employee Benefits	1,514,449	
Contractual Services	260,747	
General Materials and Supplies	489,263	
Travel and Conference/Meeting Expenses	149,934	
Fixed Charges	7,532	
Utilities	50	
Capital Outlay	-	
Other	-	8,809,675
<b>PUBLIC SERVICE/CONTINUING EDUCATION</b>		
Salaries	14,368	
Employee Benefits	273	
Contractual Services	5,629	
General Materials and Supplies	5,570	
Travel and Conference/Meeting Expenses	12,567	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	38,407
<b>ORGANIZED RESEARCH</b>		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	-

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>EDUCATION FUND</u>	<u>Appropriations</u>	<u>Totals</u>
<b>AUXILIARY SERVICES</b>		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	-
<b>OPERATION AND MAINTENANCE OF PLANT</b>		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	-
<b>INSTITUTIONAL SUPPORT</b>		
Salaries	9,701,838	
Employee Benefits	3,110,118	
Contractual Services	2,789,222	
General Materials and Supplies	2,544,014	
Travel and Conference/Meeting Expenses	401,248	
Fixed Charges	34,365	
Utilities	87,622	
Capital Outlay	45,000	
Other	231,000	
Provision for Contingency	100,000	19,044,427
<b>SCHOLARSHIPS, STUDENT GRANTS, AND WAIVERS</b>		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	7,956,400	7,956,400
<b>INTERFUND TRANSFERS</b>		6,553,163
<b>GRAND TOTAL</b>		<u>83,622,563</u>

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>OPERATIONS AND MAINTENANCE FUND</u>	<u>Appropriations</u>	<u>Totals</u>
<b>OPERATION AND MAINTENANCE OF PLANT</b>		
Salaries	4,128,214	
Employee Benefits	1,182,009	
Contractual Services	3,401,005	
General Materials and Supplies	1,035,341	
Travel and Conference/Meeting Expenses	15,817	
Fixed Charges	15,113	
Utilities	2,154,803	
Capital Outlay	1,149,080	
Other	-	13,081,382
<b>INSTITUTIONAL SUPPORT</b>		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	
Provision for Contingency	-	-
<b>INTERFUND TRANSFERS</b>		
		-
<b>GRAND TOTAL</b>		<b>13,081,382</b>

Fiscal Year 2018 BUDGETED EXPENDITURES

PUBLIC BUILDING COMMISSION OPERATIONS AND MAINTENANCE FUND	<u>Appropriations</u>	<u>Totals</u>
OPERATION AND MAINTENANCE OF PLANT		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	-
INSTITUTIONAL SUPPORT		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	
Provision for Contingency	-	-
INTERFUND TRANSFERS		-
GRAND TOTAL		-

Fiscal Year 2018 BUDGETED REVENUES

OPERATIONS AND MAINTENANCE FUND  
(Restricted)

	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	970,000	
Premium on Bond Issuance	-	970,000
State Governmental Sources	-	-
Federal Governmental Sources	-	-
Other Sources		
Student Tuition and Fees	2,490,000	
Sales and Service Fees	-	
Bond Proceeds	-	
Facilities Revenue	91,878	
Investment Revenue	51,210	
Nongovernmental Gifts, Scholarships, Grants, and Bequests	50,000	
Other	15,000	2,698,088
INTERFUND TRANSFERS		3,500,000
GRAND TOTAL		<u>7,168,088</u>

Fiscal Year 2018 BUDGETED EXPENDITURES

OPERATIONS AND MAINTENANCE FUND  
(Restricted)

	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Salaries	-	
Employee Benefits	-	
Contractual Services	670,000	
General Materials and Supplies	689,893	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	5,049,109	
Other Expenditures	-	
Provision for Contingency	-	6,409,002
INTERFUND TRANSFERS		1,854,245
GRAND TOTAL		<u>8,263,247</u>

Fiscal Year 2018 BUDGETED REVENUES

<u>BUILDING BOND PROCEEDS FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources	-	-
State Governmental Sources	-	-
Federal Governmental Sources	-	-
Other Sources		
Sales and Service Fees	-	
Facilities Revenue	-	
Investment Revenue	-	
Nongovernmental Gifts, Grants, and Bequests	-	
Other (Specify)	-	-
INTERFUND TRANSFERS		-
GRAND TOTAL		-

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>BUILDING BOND PROCEEDS FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other (Specify)	-	
Provision for Contingency	-	-
INTERFUND TRANSFERS		-
GRAND TOTAL		-

Fiscal Year 2018 BUDGETED REVENUES

<u>AUXILIARY ENTERPRISES FUND</u>	<u>Revenues</u>	<u>Totals</u>
Student Activity Assessment	684,520	
Sales and Service Fees Sources	8,862,109	
Facilities Revenue	359,801	
Investment Revenue Sources	65,772	
Nongovernmental Gifts, Grants, and Bequests Sources	102,000	
Other (Specify)	56,000	10,130,202
INTERFUND TRANSFERS		2,763,163
GRAND TOTAL		12,893,365

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>AUXILIARY ENTERPRISES FUND</u>	<u>Appropriations</u>	<u>Totals</u>
Salaries	3,330,506	
Employee Benefits	747,582	
Contractual Services	2,465,787	
General Materials and Supplies	5,006,666	
Travel and Conference/Meeting Expenses	341,962	
Fixed Charges	21,203	
Utilities	34,000	
Capital Outlay	-	
Other (Specify)	82,518	12,030,224
INTERFUND TRANSFERS		550,000
GRAND TOTAL		12,580,224

Fiscal Year 2018 BUDGETED REVENUES

<u>BOND AND INTEREST FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	<u>6,627,670</u>	
Corporate Personal Property Replacement Taxes (CPPRT)	<u>-</u>	
Chargeback Revenue	<u>-</u>	
Other (Specify)	<u>-</u>	<u>6,627,670</u>
State Sources	<u>-</u>	<u>-</u>
Other Sources		
Student Tuition and Fees	<u>-</u>	
Investment Revenue	<u>2,789,744</u>	
Other (Specify)	<u>-</u>	<u>2,789,744</u>
INTERFUND TRANSFERS		<u>1,854,245</u>
GRAND TOTAL		<u><u>11,271,659</u></u>

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>BOND AND INTEREST FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Debt Principal Retirement	<u>5,295,000</u>	
Interest (on Bonds)	<u>5,020,673</u>	
Other Fixed Charges (Specify)	<u>-</u>	<u>10,315,673</u>
INTERFUND TRANSFERS		<u>-</u>
GRAND TOTAL		<u><u>10,315,673</u></u>

Fiscal Year 2018 BUDGETED REVENUES

<u>PUBLIC BUILDING COMMISSION RENTAL FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	-	
Corporate Personal Property		
Replacement Taxes (CPPRT)	-	-
Chargeback Revenue	-	
Other (Specify)	-	-
State Sources	-	-
Other Sources		
Investment Revenue	-	
Other (Specify)	-	-
GRAND TOTAL		-

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>PUBLIC BUILDING COMMISSION RENTAL FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Rental - Facilities	-	
Other Fixed Charges (Specify)	-	-
GRAND TOTAL		-

Fiscal Year 2018 BUDGETED REVENUES

<u>RESTRICTED PURPOSES FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources	-	-
State Governmental Sources		
ICCB Workforce Preparation Grants	-	
ICCB P-16 Initiative Grant	-	
ICCB Special Populations/Student Success	-	
Other ICCB Grants	789,292	
Department of Corrections	-	
ISBE Grants	-	
Department of Veterans Affairs	-	
Illinois Student Assistance Commission	950,000	
Other Illinois Governmental Sources	14,500	1,753,792
Federal Governmental Sources		
Department of Education	26,180,348	
Department of Labor	410,840	
Department of Health and Human Services	-	
Other Federal Governmental Sources	1,502,348	28,093,536
Other Sources		
Student Tuition and Fees	-	
Sales and Service Fees	-	
Facilities Revenue	-	
Investment Revenue	176,325	
Nongovernmental Gifts, Scholarships, Grants, and Bequests	620,106	
Other Revenue	63,247	859,678
INTERFUND TRANSFERS		840,000
GRAND TOTAL		<u><u>31,547,006</u></u>

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>RESTRICTED PURPOSES FUND</u>	<u>Expenditures</u>	<u>Totals</u>
<b>INSTRUCTION</b>		
Salaries	962,959	
Employee Benefits	241,545	
Contractual Services	4,937	
General Materials and Supplies	302,930	
Travel and Conference/Meeting Expenses	130,702	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	90,244	1,733,317
<b>ACADEMIC SUPPORT</b>		
Salaries	354,732	
Employee Benefits	104,406	
Contractual Services	196,920	
General Materials and Supplies	159,142	
Travel and Conference/Meeting Expenses	81,294	
Fixed Charges	100	
Utilities	-	
Capital Outlay	158,947	
Other	237,775	1,293,316
<b>STUDENT SERVICES</b>		
Salaries	560,232	
Employee Benefits	160,283	
Contractual Services	39,926	
General Materials and Supplies	25,386	
Travel and Conference/Meeting Expenses	82,176	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	69,605	937,608
<b>PUBLIC SERVICE/CONTINUING EDUCATION</b>		
Salaries	146,007	
Employee Benefits	43,610	
Contractual Services	37,541	
General Materials and Supplies	21,113	
Travel and Conference/Meeting Expenses	27,642	
Fixed Charges	2,750	
Utilities	-	
Capital Outlay	-	
Other	27,609	306,272
<b>ORGANIZED RESEARCH</b>		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	-

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>RESTRICTED PURPOSES FUND</u>	<u>Expenditures</u>	<u>Totals</u>
<b>AUXILIARY SERVICES</b>		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	-
<b>OPERATION AND MAINTENANCE OF PLANT</b>		
Salaries	-	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	-
<b>INSTITUTIONAL SUPPORT</b>		
Salaries	-	
Employee Benefits	27,225	
Contractual Services	152,427	
General Materials and Supplies	1,088,725	
Travel and Conference/Meeting Expenses	10,000	
Fixed Charges	-	
Utilities	-	
Capital Outlay	250,000	
Other	200	
Provision for Contingency	-	1,528,577
<b>SCHOLARSHIPS, STUDENT GRANTS, AND WAIVERS</b>		
Salaries	245,200	
Employee Benefits	-	
Contractual Services	-	
General Materials and Supplies	-	
Travel and Conference/Meeting Expenses	-	
Fixed Charges	-	
Utilities	-	
Capital Outlay	-	
Other	-	
Financial Aid	26,005,940	26,251,140
<b>INTERFUND TRANSFERS</b>		150,000
<b>GRAND TOTAL</b>		<u>32,200,230</u>

Fiscal Year 2018 BUDGETED REVENUES

<u>AUDIT FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	81,800	
Chargeback Revenue	-	
Other (Specify)	-	81,800
Other Sources		
Investment Revenue	105	
Other (Specify)	-	105
GRAND TOTAL		<u>81,905</u>

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>AUDIT FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Contractual Services		
Audit Services	81,800	
Consultants	-	
Architectural Services	-	
Maintenance Services	-	
Legal Services	-	
Office Services	-	
Instructional Service Contracts	-	
Other Contractual Services	-	
Other (Specify)	-	81,800
GRAND TOTAL		<u>81,800</u>

Fiscal Year 2018 BUDGETED REVENUES

<u>LIABILITY, PROTECTION, AND SETTLEMENT FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	511,676	
Chargeback Revenue	-	
Other (Specify)	-	511,676
Other Sources		
Investment Revenue	1,600	
Other (Specify)	-	1,600
GRAND TOTAL		<u>513,276</u>

Fiscal Year 2018 BUDGETED EXPENDITURES

<u>LIABILITY, PROTECTION, AND SETTLEMENT FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
General Liability Insurance	337,000	
Workmen's Compensation Insurance	285,000	
Unemployment Insurance	86,416	
Social Security/Medicare	-	
Contractual Services	3,000	
Fixed Charges	-	711,416
GRAND TOTAL		<u>711,416</u>

SUMMARY OF FY 2018 ANTICIPATED REVENUES

Dist. No. 524

District: Moraine Valley Community College

Said community college's current estimates of revenues anticipated for Fiscal Year 2018 are displayed below. These estimates are based on the best information presently available and may be revised before adoption of the Fiscal Year 2018 budget.

Chief Financial Officer of Community College District. # 524

REVENUES BY SOURCE	General				Special Revenue			Debt Service			Capital Projects		Proprietary Funds
	Education Fund	Operations and Maintenance Fund	Public Building Operation & Maintenance Fund	Restricted Purposes Fund	Audit Fund	Liability, Protection, and Settlement Fund	Bond and Interest Fund	Public Building Commission Rental Fund	Operations and Maintenance Fund (Restricted)	Building Bond Proceeds Fund	Auxiliary Enterprises Fund		
<b>LOCAL GOVERNMENT</b>													
Local Taxes	21,248,708	7,353,667	-	-	81,800	511,676	6,627,670	-	970,000	-	-	-	
Corporate Personal Property Replacement Taxes	1,368,486	-	-	-	-	-	-	-	-	-	-	-	
Chargeback/Contractual Agreement	-	-	-	-	-	-	-	-	-	-	-	-	
Other Local Government Sources	-	-	-	-	-	-	-	-	-	-	-	-	
<b>STATE GOVERNMENT</b>													
ICCB Grants	6,760,512	5,536,965	-	789,292	-	-	-	-	-	-	-	-	
Dept. Of Corrections	-	-	-	-	-	-	-	-	-	-	-	-	
ISBE Grants	-	-	-	-	-	-	-	-	-	-	-	-	
Dept. Of Veterans Affairs	-	-	-	950,000	-	-	-	-	-	-	-	-	
Illinois Student Assistance Comm.	-	-	-	14,500	-	-	-	-	-	-	-	-	
Other State Government Sources	-	-	-	-	-	-	-	-	-	-	-	-	
<b>FEDERAL GOVERNMENT</b>													
Dept. of Education	-	-	-	26,180,348	-	-	-	-	-	-	-	-	
Dept. of Labor	-	-	-	410,840	-	-	-	-	-	-	-	-	
Dept. of Health and Human Svcs.	-	-	-	-	-	-	-	-	-	-	-	-	
Other Federal Govt. Sources	-	-	-	1,502,348	-	-	-	-	-	-	-	-	
<b>STUDENT TUITION AND FEES</b>													
Tuition	47,722,024	-	-	-	-	-	-	-	-	-	-	-	
Student Fees	4,314,000	-	-	-	-	-	-	-	-	-	-	-	
Student Activity Assessment	-	-	-	-	-	-	-	-	-	-	-	-	
Other Student Tuition and Fees	-	-	-	-	-	-	-	-	-	-	-	-	
<b>OTHER SOURCES</b>													
Sales and Services Fees	1,557,800	-	-	-	-	-	-	-	-	-	-	8,862,109	
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	
Facilities Revenue	5,000	-	-	-	-	-	-	-	91,878	-	-	359,801	
Investment Revenue	272,533	30,750	-	176,325	105	1,600	2,789,744	-	51,210	-	-	65,772	
Nongovt. Gifts, Scholarships, Grants, and Bequests	6,000	-	-	620,106	-	-	-	-	50,000	-	-	102,000	
Other Revenues	367,500	10,000	-	63,247	-	-	-	-	15,000	-	-	56,000	
Interfund Transfer	-	150,000	-	840,000	-	-	1,854,245	-	3,500,000	-	-	2,763,163	
<b>TOTAL FY 2018 ANTICIPATED REVENUE</b>	<b>83,622,563</b>	<b>13,081,382</b>	<b>-</b>	<b>31,547,006</b>	<b>81,905</b>	<b>513,276</b>	<b>11,271,659</b>	<b>-</b>	<b>7,168,088</b>	<b>-</b>	<b>-</b>	<b>12,893,365</b>	

**HOLIDAY SCHEDULE**

According to the Agreement with the Support Staff Association, Christmas Day plus one additional day and New Year's Day plus one additional day are holidays. The following schedule is recommended:

Wednesday, December 20	-	College Closed
Thursday, December 21	-	College Closed
Friday, December 22	-	College Closed
Monday, December 25	-	Holiday Observed
Tuesday, December 26	-	Additional Day
Wednesday, December 27	-	College Closed
Thursday, December 28	-	College Closed
Friday, December 29	-	College Closed
Monday, January 1	-	Holiday Observed
Tuesday, January 2	-	Additional Day
Wednesday, January 3	-	<b>College Reopens</b>

**Recommended Action:**

It is recommended that the Board of Trustees adopt the holiday schedule and authorize that the college be closed from Wednesday, December 20, 2017, through Tuesday, January 2, 2018. The college will reopen on Wednesday, January 3, 2018.

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

FROM: Bill Helmold, Information Technology, Director of Client Services

DATE: September 6, 2017

RE: **Fall 2017 College Life-Cycle Management (LCM) Equipment Purchase**

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 purchase, for year two (2) of LCM will include equipment for computers, laptops, monitors, tablets, projectors, A/V controllers, telephone handsets, and Uninterruptible Power Supplies (UPS).

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 forty six (546) computers, three hundred and forty (340) monitors, one hundred and sixty five (165) virtual desktops, twenty five (25) tablets, fifty five (55) projectors, twenty one (21) controllers, one hundred and sixty (160) telephone sets, three (3) UPS replacements, three (3) digital displays and six (6) projector screens. Pricing was obtained from the following vendors: Dell, Apple, CDW-G, ConRes, SHI, ServerSupply, MetroLineDirect, Telesource, Conference Technologies, MCP, SKC, Fathom, Sound Inc., CES, Zones, Insight and D&B Power Associates. The results of the quotations are delineated on the attached sheets. Quotes provided by Dell were via the Midwestern Higher Education Compact (MHEC), contract numbers 99AGZ. Because of the specific requirements to the institution on other items, other pricing was not via State contract or consortium pricing.

This purchase will replace four hundred and twelve (412) computers in nineteen (19) classroom labs, seventy (70) open computing computers, fourteen (14) podiums and two hundred and fifteen (215) desktop computers/laptops for faculty, adjunct faculty, staff, and student use. The remaining equipment above to be purchased will replace projectors, controllers, displays, screens and telephone sets in classrooms, labs, and offices across campus that the technology has been determined to be defective or at end of life. APC-Smart UPS units to replace end of life units in network closets.

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 twenty six (526) computers and three hundred and forty (340) 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 **\$432,224.04** for the Fall 2017 College LCM Purchase.

Whereas Conference Technologies, of Itasca, Illinois, has submitted the lowest responsible proposal for the purchase of fifty five (55) projectors, twenty one (21) A/V controllers and misc. projection system parts, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Conference Technologies** in the amount of **\$73,153.00** 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 forty five (45) computers 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 **\$43,100.00** for the Fall 2017 College LCM Purchase.

Whereas CDW-G, of Vernon Hills, Illinois, has submitted the lowest responsible proposal for the purchase of one hundred and sixty five (165) virtual desktops, three (3) digital displays and six (6) projector screens, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **CDW-G** in the amount of **\$44,027.67** for the Fall 2017 College LCM Purchase.

Whereas MetrolineDirect, of Troy, Michigan, has submitted the lowest responsible proposal for the purchase of one hundred and sixty (160) VoIP phone sets, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **MetrolineDirect** in the amount of **\$27,308.01** for the Fall 2017 College LCM Purchase.

Whereas Zones Inc., of Auburn, Washington, has submitted the lowest responsible proposal for the purchase of three (3) 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 **\$14,294.12** for the Fall 2017 College LCM Purchase.

**Total Cost of this purchase: \$634,106.84**