

## **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.