

## **APPROVED**

### **MORAIN VALLEY COMMUNITY COLLEGE 9000 West College Parkway Palos Hills, IL60465**

The Governing Board of Moraine Valley Community College, District No. 524, Regular Meeting, was held on Tuesday, November 14, 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 6:30 PM.

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

Present: John Coleman, Chairman; Kimberly Hastings; Joseph Murphy; Michael Murphy (Arrived 6:32PM); Brian O'Neill; Eileen O'Sullivan; Sandra Wagner; Hana Asfar, Student Trustee

Absent: None

#### **III. MINUTES**

The Board of Trustees, having reviewed the unapproved Minutes of the Regular Meeting of October 10, 2017, and the unapproved Minutes of the Closed Session held October 10, 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 ICCTA Meeting Report**

Mr. Coleman reported that he attended the ICCTA Meeting on November 10. The ICCTA's Roundtable morning discussion covered student retention, BSN degrees, and program expansion, with many ideas exchanged. On student retention, it was recommended that students be reminded that it is important to complete their programs. On BSN degrees, much attention was given to the possibility of baccalaureate degrees and it was agreed that there is an overall

need for nurses. On program expansion, some colleges are expanding Nursing and IT programs, but some colleges are working to get back to normal operations after the state's budget crisis. The new ICCSF president, Dr. Joe Kanosky, was welcomed at the lunch, and in the afternoon, attendees delved into "Legal, Legislative and Ethics Updates" during which they were informed about the State Officials & Employees Ethics Act, the Freedom of Information Act, the Illinois Open Meetings Act, and Sexual Harassment Awareness and Prevention. Mr. Coleman shared copies of these updates with the Board. Illinois Comptroller Susana Mendoza noted that prospects for the state's FY19 budget are murky, due to 2018 election politics, and she recommended that community colleges remain cautious in their fiscal planning.

#### 5.2 Student Trustee Report

Ms. Asfar reported on Student Life events, included Day of the Dead (Dia de los Muertos), which was sponsored by the Alliance of Latin American Students (ALAS). Participants enjoyed a buffet and face painting while learning about Hispanic culture. Profits from the event went toward a book scholarship fund. The Arab Student Union hosted a Leadership in Law panel which highlighted views of different law professions. The panel included an assistant judge, a public defender, an assistant state's attorney, a detective, and a police officer and students asked many questions. The Anime Club hosted a Run Like Naruto event as a fun way to promote running, with pizza and refreshments.

### **VI. REPORTS OF ADMINISTRATION**

#### 6.1 Presentation to Mary Beth Walsh

On behalf of the Board and the administration, Vice Chairman Murphy presented Mary Beth Walsh, Professor, Leisure Services, with a retirement gift and thanked her for her many years of service to students and to the college.

#### 6.2 Presentation to Mary O'Malley-Absalon

On behalf of the Board and the administration, Trustee O'Sullivan presented Mary O'Malley-Absalon, Associate Professor, Medical Office Assistant, with a retirement gift and thanked her for her years of service to the college and its students.

#### 6.3 President's Report

- Food Services Update – Dr. Jenkins reported that Country House, in Alsip, Illinois, is being recommended for the college’s food services provider. She recognized owners Paul and Dave Boundas in the audience and indicated that after talking with them and doing some research, she felt very comfortable in recommending Country House for the college’s food services. She also reported that Sodexo is being recommended for the college’s vending machine services. She shared copies with the trustees of the final agreement with Sodexo for vending services.
- Grants Report – Dr. Sharon Katterman, Director of Resource Development and Institutional Effectiveness, provided a report on grants received by the college, which totaled \$5,174,535 for FY17. She noted that while the Illinois Community College Board is on the list with grants totaling \$1.3 million, some of that money is actually federal money that comes through the state to the college. She also noted a number of new grants, including from the National Security Agency (NSA), National Science Foundation (NSF), the college’s Title III five-year grant, and the Walmart Brighter Futures grant. She indicated that the report shared with the Board members also includes a brief summary of the college’s current active grants.
- College 101 Book – Dr. Normah Salleh-Barone, Vice President of Student Development, introduced the team who worked on the COL 101 book, which is personalized for the Moraine Valley student experience. The photos in the book are Moraine Valley photos, and Karen Town was also recognized for her assistance in editing the content for the book. It was noted that the e-book version of the textbook is in production. A group photo was taken with Chairman Coleman.
- Legislative Update - Senator Maloney provided an update on legislative business, sharing that 24 people are not up for re-election but will be in office through next year. Those not running for re-election may impact what happens in the legislature. He reported that Senate Bill 2234 regarding higher education caused a great deal of conversation. This bill wants a common college application and will refer students to local community colleges. It also asks the IBHE (Illinois Board of Higher Education) to administer this, but Senator Maloney reported that the IBHE does not have the personnel to handle this at this time. He indicated that legislators would like to take something back to their constituencies in the possible form of capital projects. The legislators are off until January and he suggested that now, while legislators are in their local offices, is a good time for advocacy.

Dr. Jenkins reported that Chairman Coleman was recently in the newspaper for supporting the Fine and Performing Arts Center through a matching grant for critical technology upgrades for the Center. She thanked the Board and college

staff for the successful League fall board meeting that was hosted by the college in October. She announced that she will serve as chair for the League Board for two years and Dr. Salleh-Barone will serve as chair for the League Representatives. The League has added some new member colleges. She reported that she will be leaving in the morning to attend the AACC (American Association of Community Colleges) Fall Board Meeting in Arlington, Virginia.

**VII. COMMUNICATIONS**

- 7.1 Letter from Arbor Day Foundation re Moraine Valley Receiving 2016 Tree Campus USA Recognition
- 7.2 Letter from Illinois Community College System Foundation re Donations from MVCC for Hurricane Harvey Recovery Efforts
- 7.3 Thank You Letter from the Greater Englewood Community Development Center re Donated Computers
- 7.4 Thank You Letter from Palos Fine Arts re MVCC Bookstore Support for 2017 Palos Reads Community Event

**VIII. FINANCIAL STATEMENT**

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$153,600,003.01 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.2 Budget Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

**CONSENT AGENDA (IX – XII):**

It was moved by Mr. 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	\$7,551,793.56
9.3	Operation & Maintenance Fund	921,313.68

9.4	Operation& Maintenance Fund (Restricted)	323,371.22
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	751,031.48
9.7	Restricted Purpose Fund	550,011.52
9.7A	Grants & Contract Fund	400,155.86
9.7B	Federal Fund	1,245,969.51
9.7C	College Activity Clubs	15,400.28
9.8	Working Cash Fund	75,000.00
9.9	Tort & Audit	25,000.00

(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

- Paul Alleruzzo - Secretary II, Career Programs - effective 11/27/17
- Ross Brenza - Police Officer, Police Department -effective 11/20/17
- Azia Martin - Warehouse Supervisor, Shipping & Receiving – effective 11/27/17
- Jennifer Ross-Hernandez – Dispatcher, Police Department - effective 11/20/17
- Dennis Sage - Director, IT Project Management, Information Technology – effective 11/27/17
- Paul Widauf - Supervisor of Roads and Grounds, Campus Operations – effective 11/27/17

(DOCUMENT D - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

- Francisco Arteaga – Sergeant, Police Department - L.O.A. (FMLA)  
10/11/17 – 1/2/18

Christine Bennett - Foundation Support Coordinator, Foundation - L.O.A.  
(FMLA) 10/13/17 – 11/13/17  
Diane Niedz - Project Facilitator, Registration & Records - L.O.A. (FMLA)  
Intermittent 11/17/17 – 11/16/18  
Shelita Shaw - Assistant Professor, Communications, Liberal Arts - L.O.A.  
(FMLA) Intermittent 11/10/17 – 11/9/18  
Gregory Voltolina – Groundskeeper, Campus Operations - L.O.A. (FMLA)  
Intermittent 11/8/17 – 11/7/18  
Amber Whited - Payroll Assistant, Finance - L.O.A. (FMLA) 11/29/17 –  
5/7/18  
(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-4(a) Sabbatical Leave - Faculty

It is recommended that the following faculty member be granted a sabbatical leave:

Lynn Peters, Professor, Art            Fall 2018 semester with full pay  
(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Lynn Bailey Mackey - Associate Professor, Counseling, Counseling &  
Advising - effective 10/30/17  
(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Administrative Professional

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

Deborah Sievers - Director, Center for Disability Services, Student  
Development – effective 6/30/18  
Diane Viverito - Assistant Dean, International Student Affairs, Student  
Development – effective 6/30/18  
(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Administrative Classified

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

Laura Cullen – Human Resources Assistant, Human Resources –  
effective 6/30/18  
(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-5(c) Retirement – Support Staff

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

Marian Berrigan - Secretary II, Liberal Arts – effective 6/30/18

James Donaldson - Event Set-Up Worker, Campus Operations – effective 6/30/18

Robert Fisher - Warehouse Worker, Shipping & Receiving – effective 1/31/18

Gwendolyn Junge - Departmental Assistant, Corporate, Community & Continuing Education – effective 6/30/18

(DOCUMENT K - SUPPLEMENT TO MINUTES)

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

Guadalupe Cuellar – from P.T. Financial Aid Expeditor, Financial Aid to F.T. Financial Aid Expeditor Labor - effective 1/3/18

Jenine Galka – from Assistant Professor, Developmental Math, Learning Enrichment & College Readiness to Associate Professor – effective Academic Year 2017-2018

Stephanie Meuris – from Internal Auditor, President’s Office to Accounting Manager, Finance - effective 11/20/17

Victoria Neubeck-O’Connor – from Assistant Professor, Humanities, Liberal Arts to Associate Professor - effective Academic Year 2017-2018

Christopher Riola – from Associate Professor, Developmental Math Learning Enrichment & College Readiness to Professor – effective Academic Year 2017-2018

Jennifer Sheppard – from Associate Professor, Natural Science, Science, Business & Computer Technology to Professor - effective Academic Year 2017-2018

Susan Tuxford – from P.T. Departmental Assistant, Liberal Arts to Secretary II, Campus Operations - effective 11/20/17

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

(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 University Retina and Macula Associates PC  
(Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with University Retina and Macula Associates PC for Medical Assistant. (DOCUMENT M - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Advocate Health and Hospitals Corporation-  
-North Side, Condell, Sherman, Dreyer, EHS Home, Meridian  
Hospice (Associate Degree Nursing)

It is recommended that the Board of Trustees approve the affiliation agreement with Advocate Health and Hospitals Corporation—North Side, Condell, Sherman, Dreyer, EHS Home, Meridian Hospice for Associate Degree Nursing. (DOCUMENT N - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Premier Behavior Services (Addictions  
Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Premier Behavior Services for Addictions Studies. (DOCUMENT O - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Dr. S. Setia M.D. (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Dr. S. Setia M.D. for Medical Assistant. (DOCUMENT P - SUPPLEMENT TO MINUTES)

12.5 Affiliation Agreement with Loyola University Medical Center  
(Associate Degree Nursing)

It is recommended that the Board of Trustees approve the affiliation agreement with Loyola University Medical Center for Associate Degree Nursing. (DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.6 Affiliation Agreement with Roberts Park Fire Protection District (Fire  
Science)



It is recommended that the Board of Trustees approve the affiliation agreement with Roberts Park Fire Protection District for Fire Science.  
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.7 Affiliation Agreement with MetroSouth Medical Center (Associate Degree Nursing)

It is recommended that the Board of Trustees approve the affiliation agreement with MetroSouth Medical Center for Associate Degree Nursing.  
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.8 Affiliation Agreement with Nazih Khatib, M.D., Pediatrics (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Nazih Khatib, M.D., Pediatrics for Medical Assistant.  
(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.9 Resolution Determining the Estimated Tax Levy and Public Hearing

It is recommended that the Board of Trustees approve the resolution as presented. (DOCUMENT U - SUPPLEMENT TO MINUTES)

12.10 Board Policy Revisions

It is recommended that the Board of Trustees approve the proposed revisions to board policies #4620, 4730, 5520, 5530, 6220, 6230, 6280, 6320, 6330, 6420, 6440 and 6534. (DOCUMENT V - SUPPLEMENT TO MINUTES)

12.11 New Certificate Programs

It is recommended that the Board of Trustees approve two new certificate programs in Computed Tomography (CT) and Patient Care Technician (PCT), effective August 20, 2018 (fall 2018). (DOCUMENT W - SUPPLEMENT TO MINUTES)

12.12 Life Safety Submission

It is recommended that the Board of Trustees approve the life safety project as outlined on the attached application. (DOCUMENT X - SUPPLEMENT TO MINUTES)

12.13 Building T Vehicle Storage Building Addition Re-Bid

Whereas FBG Corporation, of Elmhurst, Illinois, is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this re-bid and authorize the issuance of a purchase order in the amount of \$1,172,500.00 for the Building T Vehicle Storage Building Addition Re-Bid. (DOCUMENT Y - SUPPLEMENT TO MINUTES)

12.14 Vending Services Program Request for Proposal (RFP)

Whereas Convenience Solutions Services by Sodexo has presented the best financial return on the proposal, it is recommended that the Board of Trustees approve a five (5) year contract, effective December 18, 2017, and this contract may be renewed at the mutual option of both the college and the vendor for up to an additional five (5) years, provided that renewal negotiations shall be initiated by written request of either party no less than 180 days prior to the expiration date of the contract, and renewal terms agreed upon no less than 90 days prior to the expiration of the agreement. (DOCUMENT Z - SUPPLEMENT TO MINUTES)

12.15 Retail Dining, Catering Services and Coffee Shop Program

Whereas Country House Restaurant has submitted a proposal that best fits Moraine Valley's dining and catering needs, it is recommended that the Board of Trustees approve a one (1) year contract, effective December 18, 2017, with an option to be renewed after one (1) year review for an additional four (4) years, provided that renewal negotiations shall be initiated by written request of either party no less than 180 days prior to the expiration date of the contract, and renewal terms agreed upon no less than 90 days prior to the expiration of the agreement. (DOCUMENT AA - 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, 10.1-2, 10.1-3, 10.1-4, 10.1-4(a), 10.1-5, 10.1-5(a), 10.1-5(b), 10.1-5(c), 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, 12.12, 12.13, 12.14, and 12.15:

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

Student

Advisory: Yes

Motion carried.

**XIII. MISCELLANEOUS**

None.

**XIV. AUDIENCE PARTICIPATION**

None.

It was moved by Mr. Joseph Murphy and seconded by Ms. O’Sullivan to move to closed session for purposes of discussing matters regarding collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees, pursuant to Sections 2(c)(2) of the Illinois Open Meetings Act.

ROLL CALL taken on the motion to move to closed session:

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

Student

Advisory: Absent

Motion carried.

Chairman Coleman indicated that there would be no action following the closed session.

The Board moved to closed session at 7:35 PM, returning to open session at 8:50 PM.

Roll Call: Hastings, J. Murphy, M. Murphy, O’Neill, O’Sullivan, Wagner,  
Coleman

**XV. ADJOURNMENT**

The meeting adjourned at 8:51 PM.