

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, March 20, 2018, 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; Brian O'Neill; Eileen O'Sullivan;
Sandra Wagner; Hana Asfar, Student Trustee

Absent: Kimberly Hastings, Joseph Murphy

III. MINUTES

The Board of Trustees, having reviewed the unapproved Minutes of the Regular Meeting of February 20, 2018, 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 Report

Mr. Coleman reported that he attended the Illinois Community College Trustees Association (ICCTA) meeting March 9 and 10 in Lisle. At the roundtable meeting, representatives discussed enrollment declines and the 33 representatives present shared ideas for ways of inviting students to their colleges. Mr. Coleman shared information about the STEM events at Moraine Valley offered for middle school students in the district. Representatives voted to oppose the Governor's recommendation to shift the employers' share of public employee pensions to local districts. ICCTA staff was directed to

investigate possible regulatory changes to the Illinois Public Funds Investment Act in order to expand investment options for community colleges. They were informed that 88% of the Illinois Community College Board's FY17 state budget allocations have been released and vouchers have been submitted to the Illinois comptroller's office for FY18 payments through March 2018. Abby Endress (ICCB Student Advisory Committee) gave a report on Advocacy Day—April 11—in Springfield, which will focus on Monetary Award Program (MAP) funding. She also reported that students are also concerned about the Nursing BSN, free speech, campus safety, sexual assault prevention, and protection for undocumented students. ICCTA's Trustee Education and Leadership Development Committee was recognized for its work on the Governing Board/College Foundation Relations seminar. Representatives were reminded that every voting member of a community college Board must complete a minimum of four (4) hours of professional development leadership training during their first, third, and fifth years in office. DVDs that fulfill the mandated training requirement are available for purchase from ICCTA. Representatives were also reminded that the next meeting will take place in conjunction with ICCTA Lobby Day April 17-18 in Springfield.

5.2 Student Trustee Report

Ms. Asfar reported that the Arab Student Union, partnering with the League for Women Voters, held voter registration to promote political action and encourage young people to vote in the primaries. The GASP club is doing a survey through word of mouth among students on gender and sexual health towards its goal of providing a safe campus community for all individuals. She reported that the Student Government Association hosted a Blackhawks night during which students enjoyed refreshments and cheered on the Blackhawks in a game against the Colorado Avalanche.

5.3 Appointment of Secretary

Mrs. Wagner volunteered to serve as secretary.

ROLL CALL VOTE taken to appoint Mrs. Wagner as secretary to complete the term left vacant by Mr. Michael Murphy's resignation:

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

Mrs. Wagner was appointed secretary.

VI. REPORTS OF ADMINISTRATION

6.1 Student Recognitions

- Academic All American Athletes (cross country)

Bill Finn, Director of Athletics, introduced Coach Dimitri Dimizas, who was Coach of the Year and is in his second year as head coach, working with Anthony Briante, Assistant Coach. Bill recognized the students athletes' success in their sports and in the classroom, with women holding the 7th highest GPA in the nation at 3.81 and men holding the 2nd highest GPA at 3.86. The cross country team are NJCAA Academic All-Americans and Skyway Champs, with multiple National Qualifiers on the team. The following students from the women's team were present: Fiona Agapito (Oak Lawn), Guadalupe Diaz (Reavis), Caitlin Griffin (Richards), Natalie Moreno (Reavis), Theresa Orr (Argo), and Calista Stefaniak (Kennedy). The following students from the men's team were present: David Alvarez (Sandburg), Diego Aran (Oak Lawn), Michael Bradley (Mount Carmel), Lou Cavalier (Sandburg), Matt Garza (Argo), Ettore Gaytan (Tinley Park), Josh Boyland (Tinley Park), Justin George (Andrew), Salah Mustafa (Andrew), and Jordi Rangel (Eisenhower). A photo of each team was taken with the Board members.

- National Qualifiers – Men's Golf and Women's Soccer

Bill Finn reported that it was the third straight year for the women's soccer team as Illinois Skyway Collegiate Conference champions and NJCAA Region IV champions and introduced the team's coach, Al Palar. Coach Palar introduced the following students from the team who were present: Jennifer Warja (Andrew), Abby Tiemersma (Chicago Christian), and Karen Montoya (Eisenhower). A photo of the team was taken with the Board members.

Coach Matt Lovelace was introduced and reported that this is the team's first year at Cog Hill. Mitchell Crook (Richards) became a national qualifier and will represent the team at the NJCAA Division II Golf Championship in Alabama. A photo was taken with the Board members.

- First Place Cheer Competition

Coach Alison Lacny was introduced and recognized the Cheer Team captains, Jaret Ahern (Midlothian), also selected as the recipient of the Coaches' Choice Award, and Missy Carroll (Chicago Ridge). The team won first place in its first competition, the Level 6 International Open Division at the Patriotic Open Championship at Northern Illinois University in Rockford. A photo was taken with the Board members.

6.2 President's Report

- Enrollment Report – Dr. Sadya Khan, Director, Institutional Research and Planning, shared the enrollment report, reporting that headcount is down by 5% and credit hours by 6.4%. The percentage of high school graduates coming to Moraine Valley remains about 33%, but the number of high school graduates in the college's district is declining and is down about 9%. There was a sharp drop in credit hours generated by the Cook County Sheriff's Institute—from 2100 in spring 2017 to 150 in spring 2018. Other notes included that there are not as many adult students as in the past and older students are less likely to be retained compared to students 25 and under. She reported that many other colleges are reporting similar declines in enrollment; however, the report also shows some areas of growth, including the Southwest Education Center, which was up 9%, and online credit hours (up 8%) and hybrid credit hours (up 1%).
- Strategic Enrollment Management – Dr. Darryl Williams, Dean of Enrollment Services, shared information about the college's Strategic Enrollment Plan, which is a comprehensive and coordinated process that enables a college to identify enrollment goals aligned with its mission, strategic plan, environment, and resources. He reviewed some of the strategies of the plan that will be the team's focus going forward to address issues being experienced by Moraine Valley and many other colleges, indicating that it will not be a quick fix for enrollment issues but a long-term, strategic plan to sustain recruitment, retention, and student success.

Dr. Jenkins indicated that the handout has more information and that the administration is fully aware of the enrollment issues and the college administration and staff are working hard to increase enrollment opportunities for students and community residents.

- American Sign Language Club – Shelley Engstrom-Kestel thanked the Board and administration for the opportunity for students to practice interpreting. The president of the ASL Club shared that the club was planning a silent dinner on April 6 and indicated that the club has hosted 17

different events on and off campus. He distributed club t-shirts to the Board members.

- PMA Presentation: ILGO Escrow Restructuring Discussion and Refunding Opportunity – Tammie Beckwith Schallmo, Senior Vice President of PMA Securities, joined the Board to share information about a restructuring and refunding opportunity for the college’s Illinois General Obligation (ILGO) bonds. She indicated that with new tax laws, this may be the only opportunity for the college to take advantage of this option to restructure and refund specific bonds on a tax-exempt basis. She briefly reviewed the refunding that took place in 2012, which saved taxpayers about \$4.7 million dollars over the life of the refunded bonds. Based on pricing indications at the current time, a 2007B escrow restructuring could save the college approximately \$435,000 and, passed on, save district taxpayers approximately \$250-280,000. She shared a proposed timeline, beginning with a resolution that would be approved by the Board to calling the bonds in June 2018. She stipulated that if the environment is not as favorable at that time to take action, the Board will have the right to not go forward.

It was the consensus of the Board to proceed with the development of a resolution to be considered at its April meeting.

Dr. Jenkins shared with the Board that a resolution was passed by the Senate supporting dual credit and resolving that March 18 to 24 was recognized as Dual Credit Week in Illinois. She also reported that she has attended three conferences and a state meeting since the last Board meeting and shared that at all of these meetings, other colleges have shared that they are experiencing similar issues as those facing Moraine Valley.

VII. COMMUNICATIONS

- 7.1 Extension Site Approval by Illinois Department of Financial and Professional Regulation for Blue Island Education Center for Nursing Education
- 7.2 Letter and Press Release from Government Finance Officers Association (GFOA) re Awarding of Certificate of Achievement for Excellence in Financial Reporting for 2017 Comprehensive Annual Financial Report (CAFR)
- 7.3 Thank You Letter from Arbor Park School District for Donation of Technology Equipment

VIII. FINANCIAL STATEMENT

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$145,387,658.56 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 Mrs. Wagner and seconded by Ms. O’Sullivan 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	\$5,217,171.58
9.3	Operation & Maintenance Fund	843,808.27
9.4	Operation & Maintenance Fund (Restricted)	68,768.16
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	787,063.01
9.7	Restricted Purpose Fund	338,196.41
9.7A	Grants & Contract Fund	371,126.58
9.7B	Federal Fund	9,542,578.47
9.7C	College Activity Clubs	4,703.79
9.8	Working Cash Fund	-0-
9.9	Tort & Audit	12,826.71

(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

Daisy Rodriguez - Program Assistant, Student Success - effective 4/16/18
(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

Shatha Froukh - Admissions Support Assistant, Student Development - L.O.A.
(FMLA) 5/1/18 – 8/1/18

Darren Howard - Manager, Grants Accounting & Compliance, Finance –
L.O.A. (FMLA) Intermittent 2/27/18 – 2/26/19
(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Colin Strange - Groundskeeper, Campus Operations - effective 5/31/18
(DOCUMENT G - SUPPLEMENT TO MINUTES)

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

Maria Budz – from PT Reprographics Clerk, Marketing & Communications
to FT Reprographics Clerk - effective 03/26/18

Nereida Encina - from Job Resource Specialist, Job Resource Center
to International Student Services Specialist - effective 04/02/18

Thomas Sinagra – from Groundskeeper, Campus Operations to Lead Event
Set-Up Worker - effective 03/26/18

Lauren Zajac – from Education Specialist, Learning Enrichment & College
Readiness to Education Specialist - effective 3/26/18

(DOCUMENT H - 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 DM Foot and Ankle Associates
(Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with DM Foot and Ankle Associates for Medical Assistant. (DOCUMENT I - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with South Shore Hospital (Radiology,
Mammography, Computerized Tomography)

It is recommended that the Board of Trustees approve the affiliation agreement with South Shore Hospital for Radiology, Mammography, and Computerized Tomography. (DOCUMENT J - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Providence Life Services d/b/a Victorian
Village Health and Wellness (Basic Nurse Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Providence Life Services d/b/a Victorian Village Health and Wellness for Basic Nurse Assistant. (DOCUMENT K - SUPPLEMENT TO MINUTES)

12.4 Revised Board Policy #7285 – Educational Benefits

It is recommended that the Board of Trustees approve the revision to Board Policy #7285, Human Resources: Educational Benefits, as presented. (DOCUMENT L - SUPPLEMENT TO MINUTES)

12.5 Revised Board Policy #4620 – Freedom of Speech, Expression and
Assembly

It is recommended that the Board of Trustees approve the revision to Board Policy #4620, Student Development: Freedom of Speech, Expression and Assembly: Time, Place and Manner Policy, as presented. (DOCUMENT M - SUPPLEMENT TO MINUTES)

12.6 Palos Hills Request for Use of College Property

It is recommended that the Board of Trustees authorize the City of Palos Hills to use college property as specified above for their annual Palos Hills Friendship Festival 2018 to be held July 12-15, 2018.
(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.7 Community College Month Resolution

It is recommended that the Board of Trustees approve the attached resolution celebrating National Community College Month in April 2018.
(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.8 Annual Class Schedule Bid

Whereas Precise Printing Network, of Schaumburg, Illinois, is the lowest responsible bidder meeting all specifications, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$141,300.00 to Precise Printing Network for the Annual Class Schedule with 4 page text signature and approve the price of \$7,800.00 for the additional 4-page center spread signature as needed for the Spring 2019 Schedule, if needed.
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.9 Annual Community Education Mailer Fall 2018-Summer 2019 Bid

Whereas Precise Printing Network, of Schaumburg, Illinois is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$63,105.00 to Precise Printing Network for a quantity of 187,500 each Fall, Spring, Summer Community Education Mailers with additional 8-page text as needed and approve the price of \$120.00 per additional one thousand fifteen hundred (1500) copies as needed.
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.10 New Simulated Manikin and System Software Bid

Whereas Armstrong Medical Industries, of Lincolnshire, Illinois, is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the

amount of \$56,416.00 to Armstrong Medical Industries for the New Simulated Manikin and System Software Bid.
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.11 New Ford 2018 Transit 15-Passenger Wagon Bid

Whereas Freeway Ford & Truck, of Lyons, Illinois, is the lowest responsible bidder, it is recommended that the Board of Trustees authorize the issuance of a purchase order in the net amount of \$29,189.00 to Freeway Ford & Truck for the purchase of a New Ford Transit 15 Passenger Wagon, including trade in.
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.12 Spring 2018 College Life-Cycle Management (LCM) Equipment Purchase

Whereas Dell Computers, of Round Rock, Texas, has submitted MHEC state of Illinois contract pricing for the purchase of one hundred and ninety (190) Dell Optiplex 7050 MFF computers with mounts, fifty-five (55) model 5490 & 5290 laptop computers, fifty (50) 24" monitors, and three hundred and fifty (350) Display Port to VGA cables, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Dell Inc. in the amount of \$202,702.73.

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 one (1) iMac Pro computer, 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 \$6,878.00.

Whereas Amazon, Inc, has the lowest significant cost difference on this limited availability product for the purchase of one hundred (100) yellow large-print high visibility keyboards, it is recommended that the Board of Trustees award this proposal and authorize this purchase for Amazon, Inc. in the amount of \$2,905.00.

Whereas SHI, Inc, of Somerset, New Jersey, has submitted the lowest responsible proposal for the purchase of two hundred (200) HDMI to DVI cables and ten (10) Roller Mice, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to SHI, Inc. in the amount of \$1,525.10.

Whereas CDW-G, of Vernon Hills, Illinois, has submitted the lowest responsible proposal for the purchase of one hundred (100) protective surge protector plug boards, 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 \$739.00.

Total Cost of this purchase: \$214,749.83
(DOCUMENT T - 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, 10.1-5, and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, 12.8, 12.9, 12.10, 12.11, and 12.12:

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

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. CLOSED SESSION

It was moved by Ms. O'Sullivan and seconded by Mr. O'Neill to move to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; collective negotiating matters between the public body and its employees or their representatives; the selection of a person to fill a public office, including a vacancy in a public office; and security procedures and school building safety and security, pursuant to Sections 2(c)(1), 2(c)(2), 2(c)(3), and 2(c)(8) of the Illinois Open Meetings Act.

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

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

Motion carried.

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

The Board moved to closed session at 8:00 PM, returning to open session at 9:32 PM.

Roll Call: Coleman, O'Neill, O'Sullivan, Wagner, Asfar

XVI. ADJOURNMENT

The meeting adjourned at 9:35 PM.