

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, 6:00 PM, Tuesday, May 15, 2018, Board Room D219, 9000 West College
Parkway, Palos Hills, Illinois 60465.

A G E N D A

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 - Skyway Conference Art, Writing, STEM & Jazz Competition Winners
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 - Forensics Team
 - 5) President's Report
 - Learning Enrichment & College Readiness Staff Awards
 - Illinois Learning Specialists and Developmental Education (ILSADE) Outstanding Faculty Member (Susan Godwin)
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MINUTES

Approved Minutes of the Regular Meeting of March 20, 2018

Enclosed

Approved Minutes of the Special Meeting of April 10, 2018

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, 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.

APPROVED

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

The Governing Board of Moraine Valley Community College, District No. 524, Special Meeting, was held on Tuesday, April 10, 2018 in the Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465. Public notice was given pursuant to the Open Meetings Act Section 42.02 (attached).

I. CALL TO ORDER

The meeting was called to order by Chairman John Coleman at 6:00 PM.

II. ROLL CALL

Present: John Coleman, Chairman; Kimberly Hastings (via telephone); Joseph Murphy; Brian O'Neill; Eileen O'Sullivan; Sandra Wagner

Absent: Hana Asfar, Student Trustee

III. MEETING TIME FOR REGULAR MEETINGS

It was moved by Mrs. Wagner and seconded by Ms. O'Sullivan to approve Agenda Item 3.

3.0 Meeting Time for Regular Meetings

It is recommended that the Board of Trustees change the time of its remaining Board meetings (April 16, 2018; May 15, 2018; and June 19, 2018) to 6:00 p.m. (DOCUMENT A – SUPPLEMENT TO MINUTES)

ROLL CALL VOTE taken on Agenda Item 3:

Yes: Hastings, Murphy, O'Neill, O'Sullivan, Wagner, Coleman

Student

Advisory: Absent

Motion carried.

IV. CLOSED SESSION

It was moved by Mr. Murphy and seconded by Ms. O’Sullivan 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; and the selection of a person to fill a public office, including a vacancy in a public office, pursuant to Sections 2(c)(1), 2(c)(2), and 2(c)(3) of the Illinois Open Meetings Act.

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

Yes: Hastings, Murphy, O’Neill, O’Sullivan, Wagner, Coleman

Student

Advisory: Absent

Motion carried.

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

The Board moved to closed session at 6:12 PM, returning to open session at 9:03 PM.

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

V. ADJOURNMENT

The meeting adjourned at 9:05 PM.

Marketing and Communications

April 5, 2018

Meeting Notice

The Moraine Valley Community College board of trustees will hold a special meeting on Tuesday, April 10, at 6 p.m., to interview applicants for a board vacancy in a closed session. The meeting will take place in the Board Room, Building D, Room D219, on campus, 9000 West College Parkway, Palos Hills.

BOARD REPORTS AND/OR REQUESTS

5.1 Student Trustee Report - Folsom

Verbal

REPORTS OF ADMINISTRATION

- | | | |
|-----|--|--------|
| 6.1 | Presentation to Chris Alberts (retirement) | Verbal |
| 6.2 | Presentation to Joseph Chaloka (retirement) | Verbal |
| 6.3 | Presentation to Ali Riphagan (retirement) | Verbal |
| 6.4 | Recognition of Student Accomplishments | Verbal |
| | <ul style="list-style-type: none">• League for Innovation Art and Literary Competition Winners• Skyway Conference Art, Writing, STEM & Jazz Competition Winners• Illinois Board of Higher Education (IBHE) James L. Applegate Student Art Exhibition• Forensics Team | |
| 6.5 | President's Report | Verbal |
| | <ul style="list-style-type: none">• Learning Enrichment & College Readiness Staff Awards<ul style="list-style-type: none">• Illinois Learning Specialists and Developmental Education (ILSADE) Outstanding Faculty Member (Susan Godwin)• ILSADE Outstanding Staff Members (Kipp Cozad, Jeff Carpenter)• Arab American Family Services 2018 Spirit of Empowerment Award (Nina Shoman-Dajani) | |

COMMUNICATIONS

- 7.1 Letter from Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) Congratulating MVCC for State Recognized Gateways to Opportunity Credentials (Wally Fronczek, Aileen Donnersberger, Gail Ditchman) Enclosed
- 7.2 Thank You Letter from PLOWS Council on Aging for Facility Use (Michael Crehan) and Executive Board Service (Steve Pappageorge) Enclosed
- 7.3 Letter from Commission of Accreditation for Respiratory Care re Distinguished RRT Credentialing Success Award for Respiratory Program (Carolyn DeWitt) Enclosed
- 7.4 Thank You Letter from Robbins Mayor Tyrone Ward (Dr. Darryl Williams) Enclosed
- 7.5 Thank You Letter from Robbins Mayor Tyrone Ward (Chet Shaw) Enclosed
- 7.6 Congratulations Letter from Illinois Community College Trustees Association (ICCTA) re Chairman John Coleman Receiving a 1st Trustee Education Award Enclosed
- 7.7 Congratulations Letter from Illinois Community College Trustees Association (ICCTA) re Moraine Valley Receiving ICCTA's 2018 Equity and Diversity Award Enclosed
- 7.8 Congratulations Letter from Illinois Community College Trustees Association (ICCTA) re Dr. Thomas Dow Receiving ICCTA's 2018 Outstanding Full-Time Faculty Member Award Enclosed



GATEWAYS TO OPPORTUNITY®
Illinois Professional Development System

April 10, 2018

Dr. Walter Fronczek
Moraine Valley Community College
9000 W. College Parkway
Palo Hills, IL 60465

Dear Dean Fronczek:

The Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) would like to congratulate you and your faculty on the approval of Moraine Valley Community College for the following credentials:

- ECE Credential** - Levels 2, 3, and 4
- Infant Toddler Credential** - Levels 2, 3, and 4
- Illinois Director Credential** - Level I

We appreciate the effort and time that was devoted to aligning your program with state recognized Gateways to Opportunity Credentials. Moraine Valley Community College's entitled program status is valid through December 31, 2023.

Again, congratulations on your leadership and Moraine Valley Community College's entitlement through Gateways to Opportunity. Your efforts on behalf of the children and families in Illinois are truly appreciated.

Sincerely,

Joni Scritchlow
Senior Program Director





PLOWS COUNCIL ON AGING

7808 WEST COLLEGE DRIVE - SUITE 5E • PALOS HEIGHTS, IL 60463

Phone: 708-361-0219

Dr. Sylvia Jenkins
Moraine Valley Community College
9000 West College Parkway
Palos Hills, IL 60465

April 26, 2018

Dear Dr. Jenkins,

I am very grateful to you for arranging space for the PLOWS Council on Aging municipal re-education event on April 19, 2018. We were unsure as to how we could host such an important program on our limited budget and appreciate that we were not charged. I have worked with Michael Crehan several times in the past, and as always, found him easy to communicate with and diligent in his efforts to make our program a success.

On a personal note, I had a great time at the gala at Beverly Country Club. I went as a guest of the Moraine Valley Rotary and was impressed with the professionalism of the event as a whole. The auctions, wine pull, and other events were well thought out and ran so smoothly. Congratulations on the success of the evening.

Hoping to have another opportunity to engage with you soon at a Rotary or Moraine event. Please let me know if there are opportunities for PLOWS to support the college. I know our Caregiver Specialist, Catherine Stowers, just finished presenting a 3-part Caregiver series, and we are keeping Moraine employee, Steve Pappageorge, very busy as a member of our Executive Board.

Take care, and again, thank you.

Yours truly,

Christine Suddreth
Community Relations Coordinator

PALOS

LEMONT

ORLAND

WORTH



COMMISSION ON ACCREDITATION FOR RESPIRATORY CARE

April 18, 2018

Carolyn DeWitt, MPA, RRT, Program Director
Respiratory Care Program
Moraine Valley Community College
9000 W College Pkwy
Palos Hills, IL 60465

RE: Program Number 200122

Dear Ms. DeWitt,

It is our pleasure to notify you that your program is among a select group of programs that will be recognized by the Commission on Accreditation for Respiratory Care (CoARC) to receive the *Distinguished RRT Credentialing Success Award*. This award is presented as part of the CoARC's continued efforts to value the RRT credential as a standard of professional achievement. From a program effectiveness perspective, the CoARC views the RRT credential as a measure of a program's success in inspiring its graduates to achieve their highest educational and professional aspirations.

In selecting programs for this recognition, the CoARC Board used objective criteria based on key accreditation metrics documented in the 2017 Annual Report of Current Status (RCS). These programs were required to: (1) have three or more years of outcomes data; (2) hold accreditation without a progress report; (3) document RRT credentialing success of 90% or above, and (4) meet or exceed established CoARC thresholds for CRT credentialing success, retention, on-time graduation rate, and overall employer and graduate satisfaction. The CoARC extends its sincere congratulations to you, your faculty, students, and graduates for meeting these rigorous criteria.

Keep in mind that the conferral of this achievement award does not imply the CoARC's recommendation, endorsement, or ranking of your program in relation to other CoARC-accredited programs. Publications or announcements of this award shall not imply such recommendation, endorsement, or ranking. The primary responsibility of CoARC is to accredit programs based on their compliance with established accreditation standards.

Your program will receive a certificate of recognition during the CoARC reception on Tuesday, July 17, 2018 from 5:30 pm – 7:00 pm at the JW Marriott San Antonio Hill Country Resort & Spa, San Antonio, TX (site of the AARC's Summer Forum.) We hope you or a representative from your program can be present at the CoARC reception on July 17th to receive this recognition. An invitation will be forthcoming allowing for two attendees from your program, **so please be sure to RSVP for this event** when you receive your invitation.

The CoARC will not be taking pictures with awards recipients during the awards ceremony. Photo opportunities with the CoARC leadership will occur prior to the Awards Ceremony from 3:30pm to 5:15pm at the Grand Oaks Ballroom D.

Thank you for your continued commitment to excellence in respiratory care education.

Sincerely,

Allen Gustin Jr., MD, FCCP
President

Christine Hamilton, DHSc, RRT
Chair, Public Relations Committee

Cc: Dean (emailed)
President (emailed)

Dear Dr. Darryl Williams,

This letter serves to personally thank you for spreading/sharing knowledge, wisdom and information to our Robbins Board of Trustees. I personally found the information to be valuable and beneficial for the future of Robbins. Again, the time you shared with us displays your character.

Many Thanks

Mayor Tyrone Ward

Dear Dr. Chet Shaw,

This letter serves to personally thank you for spreading/sharing knowledge, wisdom and information to our Robbins Board of Trustees. I personally found the information to be valuable and beneficial for the future of Robbins. Again, the time you shared with us displays your character.

Many Thanks

Mayor Tyrone Ward

April 27, 2018

Mr. John Coleman

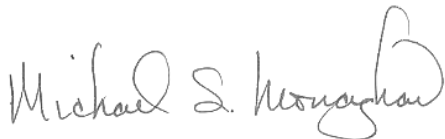
Dear John:

Congratulations! You have earned your **1st** Trustee Education Award through your participation in 15 or more seminars offered by the Trustees Association.

We would like to recognize you for this educational achievement at our annual Board of Representatives meeting on Saturday morning, June 2, at the Wyndham Springfield City Centre in Springfield, Illinois. Our annual meeting will begin at 8:30 AM and conclude by 10:30 AM.

Could you let us know at your earliest convenience if you will be able to join us at our June 2 board meeting? Once again, please accept our congratulations on receiving your **ICCTA Trustee Education Award**.

Cordially,



Michael S. Monaghan
Executive Director



ILLINOIS COMMUNITY COLLEGE TRUSTEES ASSOCIATION

April 26, 2018

Dr. Sylvia Jenkins
President
Moraine Valley Community College
9000 W. College Parkway
Palos Hills, IL 60465

Dear Dr. Jenkins:

The Illinois Community College Trustees Association is pleased to announce that Moraine Valley Community College has been chosen to receive ICCTA's 2018 **Equity and Diversity Award**. Congratulations on this well-deserved honor.

We would like to recognize your selection at our annual Awards Banquet on Friday, June 1, at the Wyndham City Centre Hotel in Springfield, Illinois. The ICCTA President's Reception will start at 5 PM, followed by dinner at 6 PM.

Please contact ICCTA's Stephanie Spann (phone: 1-800-454-2282, ext. 3) **BY MAY 25** to RSVP for this event. As an award winner, you and your guest will receive complimentary registration for the banquet.

Once again, please accept our congratulations on Moraine Valley's selection as ICCTA's Equity and Diversity Award recipient for 2018. You have every reason to be proud of this distinction.

Cordially,

Michael S. Monaghan
Executive Director

I C C T A
ILLINOIS COMMUNITY COLLEGE TRUSTEES ASSOCIATION

April 26, 2018

Dr. Thomas Dow
Moraine Valley Community College
9000 W. College Parkway
Palos Hills, IL 60465

Dear Dr. Dow:

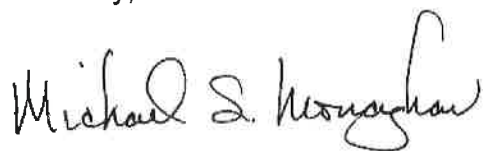
The Illinois Community College Trustees Association is pleased to announce that you have been chosen as one of two recipients of ICCTA's 2018 **Outstanding Full-Time Faculty Member Award**. Congratulations on this well-deserved honor.

We would like to recognize your selection at our annual Awards Banquet on Friday, June 1, at the Wyndham City Centre Hotel in Springfield, Illinois. The ICCTA President's Reception will start at 5 PM, followed by dinner at 6 PM.

Please contact ICCTA's Stephanie Spann (phone: 1-800-454-2282, ext. 3) **BY MAY 25** to RSVP for this event. As an award winner, you and your guest will receive complimentary registration for the banquet.

Once again, please accept our congratulations on your selection as one of ICCTA's Outstanding Full-Time Faculty Member Award recipients for 2018. You have every reason to be proud of this distinction.

Cordially,



Michael S. Monaghan
Executive Director

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED APRIL 30, 2018**

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$55,114,149.72	\$6,117,685.58	\$5,052,259.61	\$56,179,575.69
OPERATION & MAINT FUND	7,630,070.87	2,222,365.29	901,632.13	8,950,804.03
OPERATION & MAINT (RESTR.)	12,276,861.02	198,285.17	83,651.18	12,391,495.01
AUXILIARY FUNDS	9,098,364.91	450,365.57	728,795.29	8,819,935.19
RESTRICTED PURPOSE FUNDS	22,101,259.65	1,979,501.07	1,244,831.50	22,835,929.22
BOND & INTEREST FUND	41,065,494.28	(324,704.97)	0.00	40,740,789.31
TRUST & AGENCY FUNDS	123,762.73	(5,315.21)	10,514.22	107,933.30
TOTAL	<u>\$147,409,963.18</u>	<u>\$10,638,182.50</u>	<u>\$8,021,683.93</u>	<u>\$150,026,461.75</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$23,660.00
HUNTINGTON BANK	CHECKING ACCT	1,007,933.30
FIRST MIDWEST BANK	CHECKING ACCT	7,120,774.57
WINTRUST MAXSAFE	MONEY MARKET	1,008,890.72
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	6,384,896.93
IL SCHOOL DIST LIQUID ASSEST FUND	MONEY MARKET	9,292,683.59
SHORT TERM INVESTMENTS	VARIOUS	65,385,923.07
LONG TERM INVESTMENTS	VARIOUS	59,801,699.57
TOTAL		<u>\$150,026,461.75</u>

ACCOUNT EXPENDITURE SUMMARIES

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$5,052,259.61
9.3	OPERATION & MAINTENANCE FUND	901,632.13
9.4	OPERATION & MAINTENANCE (RESTR)	83,651.18
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	728,795.29
9.7	RESTRICTED PURPOSE FUND	205,673.65
9.7a	GRANTS & CONTRACTS FUND	427,501.91
9.7b	FEDERAL FUND	611,655.94
9.7c	COLLEGE ACTIVITY CLUBS	10,514.22
9.8	WORKING CASH FUND	-
9.9	TORT & AUDIT	-
	TOTAL	<u><u>\$8,021,683.93</u></u>

10.0 REPORTS OF PERSONNEL

10.1-1	Full Time	Enclosed
10.1-2	Part Time/Supplemental/Other	Enclosed
10.1-3	Salary Revisions – Vice Presidents	Enclosed
10.1-3(a)	Salary Revisions - Administrative & Professional Staff; Administrative Classified Staff	Enclosed
10.1-3(b)	Salary Revisions – Part-Time On-Call, Casual, Auxiliary, Temporary Non-Bargaining Unit	Enclosed
10.1-4	Leave of Absence (LOA)	Enclosed
10.1-5	Resignations/Terminations	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed
10.1-6(a)	Department Chair Appointment	Enclosed

SUBJECT REPORT – Full Time

Nicholas Carpenter	Groundskeeper Campus Operations	Effective: 5/21/18
Anna Chmiel	Academic Advisor Counseling & Advising	Effective: 8/13/18
Teri Hedding	Instructor, American Sign Language Liberal Arts	Effective: 8/13/18
Anna Jannak	Instructor, Medical Assistant Career Programs	Effective: 8/13/18
Amal Jarad	Counselor Counseling & Advising	Effective: 8/13/18
Kurt McMillian	Groundskeeper Campus Operations	Effective: 5/21/18
Ma Luisa Mitra	Human Resources Assistant Human Resources	Effective: 6/25/18
Megan Morales	Instructor, Nursing Career Programs	Effective: 8/13/18
Nathan Payovich	Director, Disability Services Student Development	Effective: 7/2/18
Julie Zimmer	Instructor, Nursing Career Programs	Effective: 8/13/18

RECOMMENDED ACTION

That the above be employed.

S U B J E C T R E P O R T – Salary Revisions – Vice Presidents

Chief Information Officer
Vice President of Academic Affairs
Vice President of Administrative Services
Vice President of Financial and Business Services/College Treasurer
Vice President of Student Development

It is recommended that the Chief Information Officer, the Vice President of Academic Affairs, Vice President of Administrative Services, Vice President of Financial and Business Services/College Treasurer, and the Vice President of Student Development be granted a salary increase of 3.5% for FY19.

R E C O M M E N D E D A C T I O N

That the above recommendations be approved for the Chief Information Officer, the Vice President of Academic Affairs, Vice President of Administrative Services, Vice President of Financial and Business Services/College Treasurer, and the Vice President of Student Development.

SUBJECT REPORT – Salary Revisions – Administrative & Professional Staff
Administrative Classified Staff

It is recommended that the Administrative & Professional Staff be granted salary increases not to exceed 3.5% in the aggregate for FY19; and that the Administrative Classified Staff be granted salary increases not to exceed 3.5% in the aggregate for FY19.

It is recommended that the minimum of each salary range for the Administrative & Professional Staff and the Administrative Classified Staff be adjusted by 1% and the maximum by 1% for FY19.

It is further recommended that the Administrative & Professional Staff and the Administrative Classified Staff be granted the following benefits:

- The Administrative & Professional Staff be given 8 post-retirement supplements for health insurance coverage over the next 4 years; that the Administrative Classified Staff be given 4 post-retirement supplements for health insurance coverage over the next 4 years.
- The health insurance changes applicable to the full-time Faculty shall apply to all full-time Administrative & Professional Staff, and the health insurance changes applicable to the full-time Support Staff shall apply to all full-time Administrative Classified Staff.

RECOMMENDED ACTION

That the above recommendations be approved for the Administrative & Professional Staff and the Administrative Classified Staff.

Salary Revisions – Part-Time On-Call, Casual, Auxiliary, Temporary Non-Bargaining Unit

It is recommended that the Part-Time On-Call, Casual, Auxiliary, Temporary Non-Bargaining Unit employees be granted salary increases not to exceed 3.5% in FY19.

RECOMMENDED ACTION

That the above recommendations be approved for the Part-Time On-Call, Casual, Auxiliary, Temporary Non-Bargaining Unit employees.

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

Guadalupe Cuellar	Financial Aid Expeditor Financial Aid	L.O.A. (FMLA) 7/28/18 – 10/5/18
Donna Fratto	P.T. Library Assistant Learning Resource Center	L.O.A. (FMLA) Intermittent 4/25/18 – 4/24/19
Sara Gallagher	Assistant Dean, Center for Teaching & Learning Center for Teaching & Learning	L.O.A. (FMLA) Intermittent 5/2/18 – 5/1/19
Sadya Khan	Director, Institutional Research & Planning Institutional Research & Planning	L.O.A. (FMLA) 6/8/18 – 12/8/18
LaToya Pryor	Instructor, Respiratory Therapy Career Programs	L.O.A. (FMLA) Intermittent 4/9/18 – 4/8/19
Jennifer Ross Hernandez	Dispatcher Police Department	L.O.A. (FMLA) 4/26/18 – 5/25/18
Alexandria Terrazas	Assistant Dean, Student Success Student Development	L.O.A. (FMLA) 8/23/18 – 2/23/19

R E C O M M E N D E D A C T I O N

That the above leaves be granted.

S U B J E C T R E P O R T - Resignations/Terminations

Tiffiney Kavars	Box Office Manager Fine and Performing Arts Center	Effective: 5/25/18
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Amber Whited	Payroll Assistant Finance	Effective: 6/1/18
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R E C O M M E N D E D A C T I O N

That the above be approved as presented.

S U B J E C T R E P O R T – Reclassifications (Promotions, Transfers, Etc.)

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Maria Budz	Reprographics Clerk Marketing & Communications	Reclassified to: Digital Press Operator Effective: 5/21/18
Teresa Hannon	Assistant Professor, Counseling Counseling & Advising	Pursuant to the terms of the Negotiated Agreement, promoted to Associate Professor Effective: Academic Year 2018-2019
Suzanne Kempczynski	Fitness Trainer Health, Fitness & Recreation Center	Reclassified to: Instructor, Physical Education Effective: 8/13/18
Souzan Naser	Assistant Professor, Counseling Counseling & Advising	Pursuant to the terms of the Negotiated Agreement, promoted to Associate Professor Effective: Academic Year 2018-2019

R E C O M M E N D E D A C T I O N

That the above be approved as presented.

Department Chair Appointment for Academic Year
2018-2019

With the approved retirement of Chris Alberts, the department chair position for Public Service was reposted in the subdivision. Based upon the recommendation of the subdivision dean for Career Programs, the following individual has been recommended to fill the department chair position for Public Service:

Michael Espinoza

RECOMMENDED ACTION

That the faculty member named herein be appointed Department Chair for the academic year 2018-19.

NEW BUSINESS

- | | | |
|-------|--|----------|
| *12.1 | Affiliation Agreement with Ingalls Memorial Hospital (Health Information Technology) | Enclosed |
| *12.2 | Amendment to Affiliation Agreement with Palos Community Hospital | Enclosed |
| *12.3 | Amendment to Educational Affiliation Agreement with Northwestern Memorial Healthcare | Enclosed |
| *12.4 | Instructional Course Agreement with Atlas Toyota Material Handling Company (Forklift Operation Training & Safety and Aerial Work Platforms Operator Safety Training) | Enclosed |
| *12.5 | Refuse and Recycling Bid 2018-2021 | Enclosed |
| *12.6 | Preventive Maintenance Program for HVAC Equipment Bid | Enclosed |
| *12.7 | Custodial Services Bid 2018-2021 | Enclosed |
| *12.8 | Approval of Faculty Agreement (June 1, 2018 – June 30, 2022) | Enclosed |
| *12.9 | Approval of Support Staff Agreement (July 1, 2018 – June 30, 2022) | Enclosed |

INSTRUCTIONAL COURSE AGREEMENT
(FORKLIFT OPERATOR TRAINING & SAFETY AND AERIAL WORK PLATFORMS
OPERATOR SAFETY TRAINING COURSES)

This Agreement is dated _____, 2018, by and between Moraine Valley Community College (“MVCC” or the “College”) and Atlas Toyota Material Handling Company (“Atlas”) with principal offices at 1815 Landmeier Road, Elk Grove Village, IL, 60007.

RECITALS

A. The College, through its Corporate Community and Continuing Education Department, is interested in providing opportunities for interested individuals to train on the operation of forklifts and aerial work platforms with an aim toward those individuals obtaining careers in the fields of supply chain, distribution and logistics.

B. The College does not have either on-campus facilities or sufficient equipment to implement its proposed forklift and aerial work platforms training programs. Atlas is a recognized equipment sales, service and training provider with Illinois facilities in the municipalities of Batavia, Bedford Park, Mokena and Elk Grove Village.

C. The parties desire to enter into an agreement pursuant to which (i) the College will offer Forklift Operator Training & Safety and Aerial Work Platforms Operator Safety Training courses; (ii) the College will provide enrollment management, record keeping and marketing resources; (iii) the College will designate Atlas as the College’s sole source for these open enrollment programs; (iv) Atlas will provide classroom and training facilities, forklifts, aerial work platforms, and qualified instructors; and (v) the College will compensate Atlas.

Accordingly, it is hereby agreed as follows:

Section 1. Undertaking; Designation. The College hereby agrees to undertake the development of Forklift Operator Training & Safety and Aerial Work Platforms Operator Safety Training courses as part of the College's open enrollment curriculum. The College hereby designates Atlas to be its sole source for providing open enrollment curriculum materials, forklifts, aerial work platforms, instructors and training facilities for delivery of both programs.

Section 2. Undertakings of the College. The College agrees to undertake the following in connection with the curriculum:

2.1 The College will incorporate this program into its on-line, internet and paper curriculum, offerings and advertisings.

2.1 The College will be responsible for collecting tuition and fees for students as well as ancillary services such as tuition refunds. The College will be responsible for any and all disputes relating to tuition payment or non-payment.

2.3 The College will be responsible for all disputes regarding its students, tuition and related financial matters.

2.4 The College will designate one or more professional staff members to coordinate and act as liaison to the program.

Section 3. Undertakings of Atlas. In connection with the curriculum, Atlas agrees as follows:

3.1 Atlas will provide appropriate curriculum and materials for each program (Forklift Operator Training & Safety Course, 6 hours, in both English and Spanish versions, and Aerial Work Platforms Operator Training Safety Course, 6 hours, English version only). The curriculum will satisfy all applicable ANSI/SIA standards and OSHA standards/regulations

3.2 Atlas will designate a professional staff member to coordinate and act as liaison to the College.

3.3 Atlas will provide all instructors for each program. All instructors shall be licensed and certified as required by law.

3.4 The classroom and hands-on skills segments of the Forklift Operator Training & Safety and Aerial Work Platforms Operator Safety Training classes delivered by Atlas will be instructed at the Atlas facility located at 6400 West 73rd Street, Bedford Park, IL, 60638.

3.5 Atlas shall be responsible for providing and maintaining all equipment used in the Forklift Operator Training & Safety and Aerial Work Platforms Operator Safety Training classes and shall be responsible for providing insurance for the activities of the students. To that end, Atlas will maintain insurance in amounts and with coverages as outlined below. In addition, for the policies defined in **3.5.1**, **3.5.2** and **3.5.3**, the College shall be named as additional insured on a primary and non-contributory basis. A certificate of insurance with a copy of the actual additional insured endorsement shall be provided to the College upon execution of this Agreement and annually prior to insurance renewal.

3.5.1 Commercial General Liability: \$1,000,000 each occurrence.

3.5.2 Commercial Automobile Coverage: \$1,000,000 each occurrence.

3.5.3 Umbrella: \$4,000,000 each occurrence.

3.5.4 Workers Compensation: Statutory benefits / \$1,000,000 employer's liability limit. A waiver of subrogation shall be provided to the College.

Section 4. Frequency of Course Offerings. The English Forklift Operator Training & Safety course will be offered monthly. The Spanish Forklift Operator Training & Safety course and the Aerial Work Platforms Operator Safety Training course will be offered every other month. Changes in schedule are subject to agreement by both parties. Specific training dates are maintained and published on the Atlas website.

Section 5. Payment.

5.1 The College will pay Atlas the following sums for each student who enrolls and attends the training as follows:

5.1.1 Forklift Operator Training & Safety course: \$90 per student.

5.1.2 Aerial Work Platforms Operator Safety Training course: \$90 per student.

5.2 Atlas will send the College an invoice within seven (7) business days of class completion for all services rendered. Payment is due by the College within 30 days of receiving the invoice.

Section 6. Term of Agreement.

6.1 This Agreement will run for an initial term of one (1) year, beginning on July 1, 2018, and ending on June 30, 2019. During the course of the year, the parties will periodically meet and confer for purposes of course administration and a determination as to whether to extend this Agreement for additional years.

6.2 Notwithstanding the above, either party may terminate this Agreement at that parties' discretion upon thirty (30) days' written notice to the other party.

Section 7. Notices.

7.1 Notices shall be in writing and delivered to the other party by way of a commercial courier service such as Fed Ex or UPS.

7.2 Notices shall be delivered as follows:

IF TO THE COLLEGE:

Moraine Valley Community College
9000 College Parkway
Palos Hills, Illinois 60465
Attention: Steve Pappageorge

WITH A COPY TO:

John B. Murphey
Rosenthal, Murphey, Coblenz & Donahue
30 N. LaSalle Street, Suite 1624
Chicago, Illinois 60602

IF TO ATLAS:

KEVIN SWEET
ATLAS TOYOTA
1815 LAUNDRY RD.
ELK GROVE VILLAGE, IL.
60007

WITH A COPY TO:

Section 8. Complete Agreement; Amendment.

8.1 This represents the complete Agreement between the parties.

8.2 This Agreement may be amended only in writing.

ATLAS TOYOTA MATERIAL HANDLING

MORAIN VALLEY COMMUNITY COLLEGE

By: Kevin Sweet

By: _____

Its: Vice President of Operations

Its: _____

J.H. SP

DATE: May 4, 2018

TO: Robert Sterkowitz, Vice President of Financial and Business Services

FROM: Jane M. Bentley, Director of Purchasing

RE: **Refuse and Recycling Bid 2018-2021**

The bid was duly advertised in a local newspaper as prescribed by law. The bid was also advertised on the college's web site. The bids were opened on Thursday, April 19, 2018 at 11:00 A.M. in, Room L 173. Three (3) bids and one (1) "no bid" were received. Because the specifications are unique to the requirements of the College, the pricing for this bid was not via State contract or consortium contracts.

The present contract for refuse and recycling service is up for renewal on June 30, 2018. The refuse and recycling bid is a three (3) year contract for the removal of waste and recycling throughout designated pick up locations across main campus, Southwest Education Center and Blue Island Education Center, beginning July 1, 2018 thru June 30, 2021.

RECOMMENDED ACTION: Whereas, Waste Management, of Matteson, Illinois is the lowest responsible bidder meeting all specifications, it is recommended that the Board of Trustees award this bid to **Waste Management**, in the specified yearly amounts over a 3-year period, 2018-2021, for refuse and recycling services:

Year 1 2018-2019	\$28,200.00
Year 2 2019-2020	\$29,892.00
Year 3 2020-2021	<u>\$31,685.52</u>
Total 3- Year Bid	\$89,777.52

DATE: May 4, 2018

TO: Robert J. Sterkowitz, Vice President of Financial and Business Services

FROM: Jane M. Bentley, Director of Purchasing

RE: **Preventive Maintenance Program for HVAC Equipment Bid**

The bid was duly advertised in a local newspaper as prescribed by law. The bid was also advertised on the college's web site. The bid was opened on Thursday, April 19, 2018, at 2:00 P.M. in room L155. Three (3) bids were received. Because the specifications are unique to the requirements of the College, the pricing for this bid was not via State contract or consortium contracts.

The awarded bidder will be contracted to perform a complete program of preventive maintenance on all HVAC systems and equipment including seasonal preparation, inspections, cleanings, and recommendations. This bid is for a period of three (3) years.

RECOMMENDED ACTION: Whereas Johnson Controls, Inc., of Calumet City, Illinois, is the lowest responsible bidder per specifications, it is recommended that the Board of Trustees award this bid to **Johnson Controls, Inc.**, in the specified yearly amounts over a 3-year period, 2018-2021, for preventative maintenance:

Year 1 2018-2019	\$156,705.00
Year 2 2019-2020	\$159,840.00
Year 3 2020-2021	<u>\$163,036.00</u>
Total 3- Year Bid	\$479,581.00

DATE: May 4, 2018

TO: Robert J. Sterkowitz, Vice President of Financial and Business Services

FROM: Jane Bentley, Director of Purchasing

RE: **Custodial Services Bid 2018-2021**

The bid was duly advertised in a local newspaper as prescribed by law. The bid was also advertised on the college's web site. The bid was opened on Tuesday, May 1, 2018, at 11:00 A.M. in room B 126. Three (3) bids and one (1) "no bid" were received. The results are delineated on the attached sheet. The pricing for this bid was not via State contract or consortium.

The present contract for custodial services is up for renewal on June 30, 2018. This bid is for a three (3) year contract for custodial services on the main campus, Southwest Education Center and Blue Island Education Center. After review of specifications, the apparent low bidder, UG2 LLC, of Chicago, Illinois, failed to comply with specifications. UG2 LLC did not include all the complete forms required and they did not meet requirements as defined in the bidding documents. Therefore, UG2 LLC has been disqualified for non-compliance with the bidding specifications.

Smith Maintenance Company, of Chicago, Illinois, the next apparent low bidder, did complete all portions of the bid as required and was compliant with the specifications placed forth in this bid. Smith Maintenance Company has provided custodial services on campus the past and the college has been satisfied with their previous work.

RECOMMENDED ACTION: Whereas Smith Maintenance Company, of Chicago, Illinois, is the lowest responsible and responsive bidder to meet specifications, it is recommended that the Board of Trustees award this bid to **Smith Maintenance Company**, in the specified yearly amounts over a 3-year period, 2018-2021

July 1, 2018 – June 30, 2019	\$2,039,180.38
July 1, 2019 – June 30, 2020	\$2,128,715.30
July 1, 2020 – June 30, 2021	<u>\$2,215,630.24</u>
Total Contract:	\$6,383,525.92

APPROVAL OF FACULTY CONTRACT
July 1, 2018–June 30, 2022

Recommended Action:

It is recommended that the Board of Trustees approve the faculty contract for the period July 1, 2018 through June 30, 2022.

APPROVAL OF SUPPORT STAFF CONTRACT
July 1, 2018 - June 30, 2022

Recommended Action:

It is recommended that the Board of Trustees approve the Support Staff contract for the period July 1, 2018 through June 30, 2022.