

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, September 19, 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 6:47 PM.

II. ROLL CALL

Present: John Coleman, Chairman; Kimberly Hastings; Joseph Murphy; Michael Murphy; Brian O'Neill; Sandra Wagner; Hana Asfar, Student Trustee

Absent: Eileen O'Sullivan

III. MINUTES

The Board of Trustees, having reviewed the unapproved Minutes of the Regular Meeting of August 15, 2017, and there being no further corrections to the minutes, the minutes are approved as presented.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS

5.1 Student Trustee Report

Ms. Asfar reported that Welcome Days were held August 22-23 to welcome students back for the semester and to share information about the clubs and activities available for students. She indicated that two radio stations were present and the event was a great way to make everyone feel comfortable. The Internship Fair on September 11 included a panel whose participants answered questions from students and the Job Resource Center staff. Local and national companies were represented at the event, such as Orland Grasslands, Chicago

Park District, State Farm, and others, to share information about internship opportunities. The event was also a great networking opportunity for students. A collaborative leadership project between Student Life and Student Success that takes place every Thursday is helping students to build leadership skills and learn information that can be applied in everyday life. The sixth annual Run for Peace took place on Saturday, September 17. Proceeds will benefit the Palestinian Children's Relief Fund. Ms. Asfar reported that both the Arab Student Union and Muslim Student Association were active in helping out with this event, and more than 700 participants were registered.

VI. REPORTS OF ADMINISTRATION

6.1 Presentation to Phil McNeff (retirement)

On behalf of the Board and the administration, Mr. Joseph Murphy presented Phil McNeff, Building Services Supervisor, with a retirement gift and thanked him for his 37 years of service to the college.

6.2 President's Report

- 50th Anniversary Resolutions – Clare Briner, Director of Marketing and Communications, reported on the response from the communities and high school districts in the college's district by passing a resolution in recognition of the college's 50th anniversary this year. Twenty-four of those resolutions were on display at the college's community celebration on Saturday. She also reported that the community day celebration was well attended and was a great event for the community and the college. Clare also reported that the college will assemble a time capsule to mark this year, and ideas for items to include were welcomed.
- Year in Review Video – There were some technical difficulties with the video that prevented sound. Dr. Jenkins indicated that she would send the link to the video to the Board members.

Dr. Jenkins reported that the college received a beautification award from the Village of Palos Hills and that she, Rick Hendricks, and Rick Brennan attended the village meeting to receive the award. She shared a photo from the meeting with the Board members.

VII. COMMUNICATIONS

None

VIII. FINANCIAL STATEMENT

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$ 155,835,942.22 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 Mr. O’Neill 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	\$ 5,581,120.35
9.3	Operation & Maintenance Fund	9 88,083.22
9.4	Operation & Maintenance Fund (Restricted)	428,649.65
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	1,951,398.50
9.7	Restricted Purpose Fund	1 ,319,775.05
9.7A	Grants & Contract Fund	446,433.95
9.7B	Federal Fund	34,760.21
9.7C	College Activity Clubs	3 ,360.05
9.8	Working Cash Fund	-0-
9.9	Tort & Audit	5,000.00

(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

Tiffiney Kavars - Box Office Manager, Fine & Performing Arts Center – effective 10/9/17

Thomas Sinagra – Groundskeeper, Campus Operations - effective 10/2/17

Colin Strange – Groundskeeper, Campus Operations - effective 9/25/17

(DOCUMENT D - SUPPLEMENT TO MINUTES)

10.1-1(a) Tenure Contract for Bargaining Unit Member

It is recommended that the Board of Trustees approve the granting of tenure for the following employee, effective spring 2018:

Dr. Jennene Fields Physics Instructor

(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

Mary Barney - Instructor, Philosophy, Liberal Arts - L.O.A. (FMLA)

Intermittent 8/22/17 – 12/14/17

Rick Brennan - Director of Campus Operations, Campus Operations –

L.O.A. (FMLA) 9/13/17 – 10/13/17

Laura Hyzny - Departmental Assistant, Career Programs - L.O.A. (FMLA)

10/9/17 – 11/3/17

Bonnie Keating - Financial Aid Expeditor, Financial Aid - L.O.A. (FMLA)

10/9/17 – 12/1/17

Sundus Madi-McCarthy - Academic Advisor, Academic Advising - L.O.A.

(FMLA) Intermittent 9/11/17 – 9/10/18

Lauren Peerbolte - Coordinator, New Student Onboarding L.O.A. (FMLA)

Student Development 10/14/17 – 12/11/17

Donna Schnepf Professor, Health Information Technology, Career Programs

- L.O.A. (FMLA) Intermittent 9/11/17 – 9/10/18

DeWitt Scott - Student Success Specialist. Student Success - L.O.A. (FMLA)

8/28/17 – 09/15/17

(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

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

10.1-5(a) Retirement – Administrative and Professional

Susan Gray - Director, Infrastructure & Network Services, Information Technology – effective 6/30/18
Michael Sadler Oracle Database & UNIX Administrator, Information Technology – effective 1/31/18
Robert Sterkowitz - Vice President of Finance & Business Services/College Treasurer, Finance – effective 6/30/18
(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Faculty

Chris Alberts - Associate Professor, Criminal Justice, Career Programs – effective 8/31/18
(DOCUMENT J - SUPPLEMENT TO MINUTES)

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

Aaron Almanza – from Instructor, Developmental Communications, Learning Enrichment & College Readiness to Assistant Professor - effective Academic Year 2017-2018

Courtney Farr – from Dispatcher, Police Department to Secretary II, Student Success - effective 9/25/17
Sandra Leonard – from Secretary II, Career Programs to Administrative Assistant, Administrative Services - effective 10/2/17
Kevin McWoodson – from Assistant Professor, Economics, Liberal Arts to Associate Professor - effective Academic Year 2017-2018
Mark O'Donnell – from Police Sergeant, Police Department to Police Lieutenant - effective 9/25/17
Mary Turek – from P.T. Departmental Assistant, Academic Outreach/SWEC to F.T. Departmental Assistant, Center for Disability Services – effective 9/25/17
Kevin Warchol – from Grounds Supervisor, Campus Operations to Groundskeeper - effective 10/30/17
(DOCUMENT K - 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 North Palos Fire Protection District (Fire Science)

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

12.2 Affiliation Agreement with Oak Forest Fire Department (Fire Science)

It is recommended that the Board of Trustees approve the affiliation agreement with Oak Forest Fire Department for Fire Science.
(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Park Forest Fire Department (Fire Science)

It is recommended that the Board of Trustees approve the affiliation agreement with Park Forest Fire Department for Fire Science.
(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.4 New Board Policy #6533.3 – Policy on Unauthorized Use of Recreational Drones (UAVs) on Campus Property or Facilities

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

12.5 FY2018 Budget

It is recommended that the Board of Trustees adopt the FY 2018 Budget.
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.6 Holiday Schedule

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

12.7 Fall 2017 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 five hundred and twenty six (526) computers and three hundred and forty (340) monitors, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Dell Computers** in the amount of **\$432,224.04** for the Fall 2017 College LCM Purchase.

Whereas Conference Technologies, of Itasca, Illinois, has submitted the lowest responsible proposal for the purchase of fifty five (55) projectors, twenty one (21) A/V controllers and misc. projection system parts, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Conference Technologies** in the amount of **\$73,153.00** for the Fall 2016 College LCM Purchase.

Whereas Apple Inc., of Austin Texas, is a sole provider of Apple products, and pricing has been secured through the best possible outlet (Apple Store for Education) for forty five (45) computers and tablets, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Apple Inc.** in the amount of **\$43,100.00** for the Fall 2017 College LCM Purchase.

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

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

Whereas Zones Inc., of Auburn, Washington, has submitted the lowest responsible proposal for the purchase of three (3) APC Smart-UPS, it is recommended that the Board of Trustees award this proposal and authorize the issuance of a purchase order to **Zones Inc.**, in the amount of **\$14,294.12** for the Fall 2017 College LCM Purchase.

Total Cost of this purchase: \$634,106.84
(DOCUMENT R - SUPPLEMENT TO MINUTES)

ROLL CALL VOTE TAKEN on Consent Agenda Items 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, 9.7A, 9.8, 9.9, 9.9B, and 9.9C; 10.1-1, 10.1-1(a), 10.1-2, 10.1-3, 10.1-4, 10.1-5, 10.1-5(a), 10.1-5(b), and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, and 12.7:

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

Motion carried.

XIII. MISCELLANEOUS

Dr. Jenkins shared with the Board that before tonight's meeting began, Congressman Lipinski came to the college to share a copy of the congressional record document recognizing the college's 50th anniversary. She thanked the Board members and staff who were able to be present and expressed appreciation for Congressman Lipinski's recognition of the college's anniversary. The copy of the Congressional record was shared with the Board members.

XIV. AUDIENCE PARTICIPATION

None.

XV. ADJOURNMENT

The meeting adjourned at 7:12 PM.