

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, Monday, November 12, 2018, in the Fogelson Theater, Room T002,
9000 West College Parkway, Palos Hills, Illinois 60465.

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **MINUTES**
 - 1) Unapproved Minutes of October 15, 2018 Regular Meeting
 - 2) Unapproved Minutes of Closed Session, October 15, 2018
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
 - 1) ACCT/ICCTA Meeting Report - Coleman
 - ACCT Central Region Equity Award
 - 2) Student Trustee Report – Folsom
6. **REPORTS OF ADMINISTRATION**
 - 1) President’s Report
 - Fall Enrollment Report
 - New Faculty Onboarding Process
 - Teacher Training in Jordan
 - Grants Report
 - NCMPR Medallion Awards
7. **COMMUNICATIONS**
 - 1) Thank You Letter from Oak Lawn Community High School for hosting the MVCC Youth Empowerment Summit
 - 2) Congratulations Letter from George Boggs re 2018 Central Region Equity Award from ACCT
 - 3) Thank You Letters from Arar Academy Schools and Academy for Special Education for Support, Teacher Training, and English Camp (Michael Morsches)
 - 4) Thank You Letter from Arar Academy for Scholarships for Two Refugee Students
 - 5) Thank You Letter from Jordanian Pioneering Center for Support for "We Teach" Initiative to Support Teachers and Students (Michael Morsches)
 - 6) Letter of Congratulations from CASE District V re Selection of Dr. Sylvia Jenkins for the 2018 CASE V Chief Executive Leadership Award
8. **FINANCIAL STATEMENT**
 - 1) Treasurer's Report
 - 2) Budget Summary Report

CONSENT AGENDA (Agenda Items 9 - 12) (*items included for action)**9. WARRANTS**

- 1) * Account Expenditure Summaries (including Travel Expense Reimbursements)
- 2) * Education Fund
- 3) * Operation & Maintenance Fund
- 4) * Operation & Maintenance Restricted Fund
- 5) * Bond & Interest Fund
- 6) * Auxiliary Fund
- 7) * Restricted Purpose Fund
- 8) * Working Cash Fund
- 9) * College Activity Fund
- 10) * Audit Fund
- 11) * Liability, Protection and Settlement Fund

10. REPORT OF PERSONNEL

- 1) * Full-Time
- 2) * Part-Time/Supplemental/Other
- 3) Salary Revisions
- 4) * Leave of Absence (FMLA)
- 5) * Resignations/Terminations
 - a. * Retirement - Faculty
 - b. * Retirement - Support Staff
- 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)
- 7) * Amendment to the President's Employment Agreement

11. UNFINISHED BUSINESS**12. NEW BUSINESS**

- 1) * Affiliation Agreement with MidAmerica Orthopaedics, S.C. (Radiologic Technology)
- 2) * Trust for Capital Development Board Project-FPAC Boilers
- 3) * Resolution Determining Estimated Tax Levy and Public Hearing 2018
- 4) * New Yamaha CL5 Sound Board Bid
- 5) * Early Alert System Proposal

13. MISCELLANEOUS**14. AUDIENCE PARTICIPATION****15. ADJOURNMENT**

MINUTES

Approved Minutes of the Public Hearing on the Budget of
September 18, 2018

Enclosed

Approved Minutes of the Regular Meeting of September 18, 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, Public Hearing on the Budget, was held on Tuesday, September 18, 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

II.

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

II. ROLL CALL

Present: John Coleman, Chairman; Daniel Casey; Kimberly Hastings (arrived 6:02 PM); Joseph Murphy; Brian O’Neill; Eileen O’Sullivan; Sandra Wagner; Mason Folsom, Student Trustee

Absent: None

III. BUDGET PRESENTATION

Ms. Theresa O’Carroll, Vice President, Financial and Business Services/College Treasurer, provided an overview of the FY’19 budget and identified projected revenues and expenditures in the college’s general education and operations & maintenance funds. Total projected Operating Fund revenues by source indicate that the college receives 14.2% from the state government, 31.2% from local taxes, 52.5% from tuition and fees, and 2.1% from other sources. Ms. O’Carroll shared a five-year trend for Operating Fund Revenues, showing the changes in funding sources for the college’s operating fund revenues. She identified auxiliary enterprises at the college, which are intended to be self-supporting through fees charged to students/staff, including the college bookstore; Corporate, Community and Continuing Education; Fine and Performing Arts Center; athletics; Student Life/Judicial Affairs; food services; child care; and the Health Fitness and Recreation Center. FY’19 total operating fund revenue is projected at \$97,488,762 and total operating fund expenditures are projected at \$97,488,762. Total projected revenues for all funds is \$154,918,222; total

projected expenditures for all funds is \$156,465,839. Ms. O'Carroll indicated that this is a balanced operating budget. Some of the projected expenditures in the total expenditures for all funds are for capital improvement projects for which funds have already been designated and are held in restricted purpose accounts.

IV. PUBLIC HEARING

Mr. Coleman opened the floor for any public comments on the budget, which has been on public display for 30 days. There was no audience participation regarding the budget.

V. ADJOURNMENT

The meeting adjourned at 6:08 PM.

September 5, 2018

Meeting Notice

The Moraine Valley Community College board of trustees will meet for its regularly scheduled meeting on Tuesday, Sept. 18. A public hearing on the FY19 budget will take place at 6 p.m., followed by the regular meeting. The hearing and the meeting will take place in the Board Room, Building D, Room D219, on campus, 9000 West College Parkway, Palos Hills.

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 18, 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 6:08 PM.

II. ROLL CALL

Present: John Coleman, Chairman; Daniel Casey; Kimberly Hastings; Joseph Murphy; Brian O'Neill; Eileen O'Sullivan; Sandra Wagner; Mason Folsom, Student Trustee

Absent: None

III. MINUTES

The Board of Trustees, having reviewed the unapproved Minutes of the Regular Meeting of August 21, 2018 and the unapproved Minutes of the Closed Session Held August 21, 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 the ICCTA Board of Representatives met at Illinois Central College in Peoria September 14 and 15. At the Friday morning Roundtable meeting, there were five topics selected for discussion and the representatives voted on two of the most popular to be discussed. How to increase enrollment and what has your college done to invite new students to your college were selected. There were 38 representatives present and many

spoke about programs their colleges are initiating. Mr. Coleman spoke about the truck driving school and CDL, Certified Logistics, the culinary program, Automotive Technology and the Nissan partnership, STEM programs, and the new Nursing facilities at Blue Island. The representatives also heard from Jennifer Jones of Robbins Schwartz about public pension changes and the 3% limitation on salary increases and also from Philip Gerner to discuss the impact of *Janus* on president employment contracts and RIF (Reduction-in-force). Mr. Gerner also discussed Public Act 100-0587 signed by the governor on June 4, which contains several cost-saving provisions to balance the budget, including reducing the level of end-of-career salary increases from 6% to 3% for SURS and TRS members, noting that IMRF employees are not affected by Public Act 100-0587. On Saturday, ICCTA representatives received an update on current laws and legislation affecting Illinois community colleges. Michael Monaghan, Executive Director, ICCTA, was recognized for his many years of dedicated service, and Moraine Valley Community College was recognized for its equity and diversity award.

5.2 Student Trustee Report

Mr. Folsom reported that the Foundation Scholarship reception held August 27 recognized students who received assistance in funding their educations through scholarships. Student Government Association and Life Source recently sponsored a blood drive, an event that occurs twice each semester to support and help the community. Finally, an ice cream social/U Shake event on September 12 provided ice cream treats and information about student employment opportunities on campus.

VI. REPORTS OF ADMINISTRATION

6.1 President's Report

Dr. Jenkins thanked Mason for acknowledging the scholarship reception, indicating that there were more than 400 people at the event. She stated that the Foundation continues to work very hard to raise money to help support the college and its students.

- Articulation Agreements – Dr. Scott Friedman, Dean of Student Engagement, and Christina Carney-Simon, Transfer Coordinator, shared information about various articulation agreements available to assist students continuing their education beyond Moraine Valley. Some of these include some type of tuition discount and most provide course and program

articulation between institutions so that students are able to transfer seamlessly. Several types of agreements were explained, along with examples of institutions with which the college has agreements. These types of agreements include traditional transfer, 2+2 agreements, dual admission, guaranteed admission, graduate admission, and career programs. An overview of the college's Transfer Center was provided, which provides services to students to assist them in identifying their best transfer options.

- Government Accounting Standards Board (GASB) Regulations: Accounting & Financial Reporting of Postemployment Benefits other than Pensions - John George and Kelly Kirkman of RMS US, the college's auditing firm, provided information about a new requirement concerning the financial reporting of postemployment benefits other than pensions. For Moraine Valley, it is the college's obligation for the state CIP (College Insurance Program) benefit plan, the liability for which is determined through an actuarial valuation. The projection of this continuing liability must now be reported in financial statements and will have a significant impact on balance sheets for institutions and governmental entities in the state that have postemployment benefits. This information is shared with the Board in advance of the college's audit report next month in order to explain this requirement and how it will impact the financial statements that will be included in the college's audit.

Dr. Jenkins thanked Dr. Margaret Lehner, Vice President, Institutional Advancement, and her team for the strategic planning workshop that was held last week. She reported that Board members will receive invitations to some of the additional strategic planning events in the spring, including a workshop to be held on February 8. The college's full strategic plan will come to the June 2019 Board meeting for approval by the Board of Trustees. Dr. Jenkins also shared with the Board a thank you note from the First Lutheran Church of Blue Island, sharing its support and prayers for the college.

VII. COMMUNICATIONS

- 7.1 Letter from Illinois Department of Human Rights Endorsing Moraine Valley's Empowerment Through Diversity and Inclusion Conference
- 7.2 Thank You Letter from Jordanian International School re Teacher Workshops in Student Engagement (Michael Morsches)

VIII. FINANCIAL STATEMENT

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$113,696,588.81 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. Murphy and seconded by Mrs. Wagner to approve the following consent agenda items:

IX. WARRANTS

The warrant summaries are presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$7,219,605.32
9.3	Operation & Maintenance Fund	1,424,092.36
9.4	Operation & Maintenance Fund (Restricted)	303,745.37
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	2,348,042.76
9.7	Restricted Purpose Fund	13,420.81
9.7A	Grants & Contract Fund	495,663.78
9.7B	Federal Fund	118,153.91
9.7C	College Activity Clubs	1,000.07
9.8	Working Cash Fund	-0-
9.9	Tort & Audit	25,231.32

(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

Christina Cotta - Program Assistant, Student Success - effective 10/1/18
Robert Morley - Director of International Student Affairs, Student Services
- effective 9/24/18

(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

Guadalupe Cuellar - Financial Aid Expeditor, Financial Aid - L.O.A. (FMLA)
7/28/18 - 10/5/18; (PARENTAL) 10/8/18 - 10/30/18

Kelli Nickols - Assistant Professor, Nursing, Career Programs - L.O.A.
(FMLA) 1/14/19-5/17/19

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Shantell Coleman - P.T. Financial Aid Expeditor, Financial Aid – resignation
effective 8/10/18

Meghan Danaher - Coordinator, Southwest Education Center, Academic
Outreach – resignation effective 9/25/18

Moncerrat Gutierrez Magana - P.T. Departmental Assistant, Academic
Outreach – resignation effective 9/6/18

Bert Patania - Veteran Services Coordinator, Student Success – resignation
effective 9/4/18

Leslye Toney - Nursing Lab and Simulation Coordinator, Nursing – resignation
effective 9/6/18

(DOCUMENT G - SUPPLEMENT TO MINUTES)

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

Douglas Bratt – from Associate Professor, Music, Liberal Arts to Professor –
effective Academic Year 2018-2019

Ann Marie Jagiella – from Assistant Professor, Nursing, Career Programs to
Associate Professor - effective Academic Year 2018-2019

(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 Institutional Agreement of Affiliation with Tinley Park Fire Department (Fire Science)

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

12.2 FY2019 Budget

It is recommended that the Board of Trustees adopt the FY 2019 Budget. (DOCUMENT J - SUPPLEMENT TO MINUTES)

12.3 Holiday Schedule

It is recommended that the Board of Trustees adopt the holiday schedule and authorize that the college be closed Thursday, December 20, 2018, through Wednesday, January 2, 2019. The college will reopen on Thursday, January 3, 2019. (DOCUMENT K - SUPPLEMENT TO MINUTES)

12.4 Buildings A-B-L Building Envelope Remediation Bid

Whereas Berglund Construction, of Chicago, 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 \$550,000.00 for the Buildings A, B, & L Building Envelope Remediation Bid, including the alternate work for Boiler House #1. (DOCUMENT L - SUPPLEMENT TO MINUTES)

12.5 Fall 2018 College Life-Cycle Management (LCM) Equipment Purchase

Whereas Dell Computers, of Round Rock, Texas, has submitted MHEC contract pricing for the purchase of two-hundred and forty three (243) micro-computers, forty-six (46) small computers, one hundred and sixty (160) VDI clients, fifty-five (55) laptops, nine (9) specialty servers, ten (10) large monitors and two-hundred and fifty (250) standard monitors, it is recommended that the

Board of Trustees approve and authorize the issuance of a purchase order to Dell Inc. in the amount of \$424,449.18.

Whereas CDW-G, of Vernon Hills, Illinois, has submitted the lowest responsible proposal for the purchase of Apple products include twenty (20) Macbook Pros, fifteen (15) iMac, fifty-two (52) iPads, six (6) Macbook Pro, one (1) Macbook and two (2) iMac, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to CDW-G in the amount of \$112,284.15.

Whereas Conference Technologies, Inc., of Itasca, Illinois, has submitted the lowest responsible proposal for the purchase of classroom projector systems including fifty-seven (57) projectors plus misc. controllers, screens and accessories, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Conference Technologies, Inc. in the amount of \$54,521.82.

Whereas Zones Inc., of Auburn, Washington, has submitted the lowest responsible proposal for the purchase of UPS controllers and batteries, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Zones Inc., in the amount of \$43,597.35.

Whereas Mindsight, of Downers Grove, Illinois, has submitted the lowest responsible proposal for the purchase of three-hundred and twenty (320) VMWare Horizon View client licenses, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Mindsight in the amount of \$51,136.00.

Whereas Metroline Direct, of Troy, Michigan, has submitted the lowest responsible proposal for the purchase of three hundred (300) Cisco phones, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Metroline Direct in the amount of \$45,747.00.

Whereas Avalon, of Bloomfield Hills, Michigan, has submitted the lowest responsible proposal for the purchase of SAN disk drive replacements, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Avalon in the amount of \$32,200.00.

Whereas ConRes, of Bedford, Massachusetts, has submitted the lowest responsible proposal for the purchase of sixty (60) printers, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to ConRes in the amount of \$30,660.00.

Whereas Insight Inc, of Tempe, Arizona, has submitted the lowest responsible proposal for the purchase of three hundred (300) display port to VGA cables and ten (10) Roller Mice, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Insight Inc., in the amount of \$4,557.00.

Whereas Canon Solutions America, of Schaumburg, Illinois, has submitted the lowest responsible proposal for the purchase of one (1) copier, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Canon Solutions America, in the amount of \$2,927.00.

Whereas SKC Communications, of Shawnee Mission, Kansas, has submitted the lowest responsible proposal for the purchase of M231 smartboard replacement, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to SKC Communications in the amount of \$2,909.03.

Total Cost of this purchase: \$806,953.33
(DOCUMENT M - 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, 9.7B, 9.7C, 9.8, and 9.9; 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, and 12.5:

Yes: Coleman, Hastings, M. Murphy, S. Murphy, O’Sullivan,
Wagner, 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, pursuant to Section 2(c)(1) of the Illinois Open Meetings Act.

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

Yes:	Casey, Hastings, Murphy, O’Neill, O’Sullivan, Wagner, Coleman
Absent:	None
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 7:22 PM, returning to open session at 8:50 PM.

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

XVI. ADJOURNMENT

The meeting adjourned at 8:51 PM.

BOARD REPORTS AND/OR REQUESTS

- | | | |
|-----|-------------------------------------|--------|
| 5.1 | ACCT/ICCTA Meeting Report – Coleman | Verbal |
| | • ACCT Central Region Equity Award | |
| 5.2 | Student Trustee Report - Folsom | Verbal |

REPORTS OF ADMINISTRATION

6.1 President's Report

Verbal

- Fall Enrollment Report
- New Faculty Onboarding Process
- Teacher Training in Jordan
- Grants Report
- NCMPR Medallion Awards

COMMUNICATIONS

- | | |
|--|----------|
| 7.1 Thank You Letter from Oak Lawn Community High School for hosting the MVCC Youth Empowerment Summit | Enclosed |
| 7.2 Congratulations Letter from George Boggs re 2018 Central Region Equity Award from ACCT | Enclosed |
| 7.3 Thank You Letters from Arar Academy Schools and Academy for Special Education for Support, Teacher Training, and English Camp (Michael Morsches) | Enclosed |
| 7.4 Thank You Letter from Arar Academy for Scholarships for Two Refugee Students | Enclosed |
| 7.5 Thank You Letter from Jordanian Pioneering Center for Support for We Teach Initiative to Support Teachers and Students (Michael Morsches) | Enclosed |
| 7.6 Letter of Congratulations from CASE District V re Selection of Dr. Sylvia Jenkins for the 2018 CASE V Chief Executive Leadership Award | Enclosed |

Thank You!



Thank you and your team for hosting us for the MVCC Youth Empowerment Summit. Our students greatly appreciate you taking time from your day to share your insight. Thank you for the personal attention you gave to the students you spoke to, for your energy and enthusiasm, and for helping our students feel connected to the topic.

Thank you for sharing your time, talent and energy with our students, and for the wonderful hospitality shown to all of us throughout the day!

Kelly Kenny

Kelly Kenny
College & Career Counselor/Service Learning Coordinator
Oak Lawn Community High School
9400 Southwest Highway
Oak Lawn, IL 60453
708-741-5853
kkenny@olchs.org

From: "Boggs, George"
Date: 10/26/18 8:39 PM (GMT-05:00)
To: "Jenkins, Sylvia"
Subject: Congratulations!

Dear Sylvia,

Congratulations on receiving the 2018 Central Region Equity Award from ACCT. You set a great example for all of us.

Thanks for your leadership.

Best wishes.

George

George R. Boggs, Ph.D.

Superintendent/ President Emeritus, Palomar College

President and CEO Emeritus, American Association of Community Colleges

Chair, Phi Theta Kappa Board of Directors



مدارس أكاديمية عرار

ARAR Academy Schools

We create the FUTURE

Dr. Sylvia Jenkins,

President

Moraine Valley Community College

Dear Dr. Jenkins

We are taking this chance to thank you for the support you offered to our school during the Teacher Training program and the English Camp held by Mr. Michael Morsches in the period from July, 27th until Aug, 10th.

Arar school is a new business in Irbid, Northern Irbid, and we have taken the challenge to provide new services for our community through the programs we implement, activities we do, skills we built, culture and atmosphere we create.

Our cooperation with MVCC has allowed us to start strong as we had the chance to train our teachers and teachers from local community as well, many teachers had the chance to explore themselves as teachers as it was their first experience to teach and even to work with children with disabilities.

On the second week of training, we received 40 students for three days, 9:00 am to 12:30 pm, 20 of the students were from different needs; Dawn Syndrome children, Autism children, children with speech and hearing disabilities, Orphans and Syrian Refugees along with other 20 students from our school and local community, children and their teachers and families were very excited and proud.

We believe this cooperation will be of great support for all teachers and of great benefit for students and their families in Irbid City.

Thank You,

Alaa Amourah
School Principal



Dear Mr. Micahel,

Arar Academy Staff, express their appreciation for the great support you offered during your stay with us. You were Arar's first guest and partner and we are naming your room at Arar by your name in honor for your unlimited help.

Thank you,

School General Manager

Motasem Amoorah



School Principal

Alaa Amoura





Academy for special education

Dr. Sylvia Jenkins,

President Moraine Valley Community College

Dear Dr. Jenkins

It was a pleasure to receive Mr. Michael Morsches at our center for Special Needs during his stay in Irbid, it was also great to join the English Camp hosted at Arar Academy Schools by MVCC.

Including our students in such activity had great effect on our children and their teachers and parents; they will surely keep that in their memories, thanks for receiving us and looking forward to do a second camp next year .

Alia Bani Ata
التفويض للتربية
والترفيه الخاصة

Irbid/Al-huson Street/beside happy land

Tel: 0796426370

Website: www.wasanacademy.com

Dear Dr. Jenkins,

Arar General Manager, Mr. Motasem Ammorah, extends his appreciation for the generous scholarship MVCC has offered to two Syrian Refugees, Jana Abu Omar and Zeina Abu Omar. We have contacted their families and they were speechless about this scholarship and they promised to follow up with Mr. Michael Morsches and the school. The school will provide you with progress reports on their performance at school.

Best Regards,

School General Manager

Motasem Amoorah



School Principal

Alaa Amoura



Dr. Sylvia Jenkins,

President

Moraine Valley Community College

Dear Dr. Jenkins,

Jordanian Pioneering Center was established in 2010, our main mission is to empower young people, women and train fresh graduates to help them pave their career path in their communities. During our experiences, we had to chance to work with different local and international centers, associations and NGOs.

Our main challenge in the recent years, and due to the large influx of Syrian Refugees, was to support local schools who received these refugees for what we launched "We Teach" initiative which worked successfully in supporting teachers and helping Jordanian and Syrian students cope with each other.

Receiving Mr. Michael Morsches had brought back the good work to Irbid as it provided a teacher training along with summer camp activities, we believe such cooperation will support teachers and build stronger lines with local and international centers.

On behalf of all our staff here, we extend our appreciation to you, MVCC and Mr. Michael Morsches for the services you provided us, thank you.

Yours Sincerely,

General Manager

Samer Al-Monther





November 2, 2018

President Sylvia Jenkins
Moraine Valley Community College
9000 College Pkwy
Palos Hills, IL 60465

Dear President Jenkins,

Congratulations! On behalf of the CASE District V Board of Directors, I am pleased to formally notify you that you have been selected as the recipient of the 2018 CASE V Chief Executive Leadership Award.

The award is designed to recognize chief executives who:

- Articulate a compelling vision for the institution and to have inspired others to that vision;
- Establish a positive image for the institution while leading it to higher levels of success;
- Increase the institution's stature in the community;
- Encourage innovation and risk-taking among employees; and
- Actively support all aspects of institutional advancement.

Our selection committee unanimously agreed that your nomination exemplified these qualities to the fullest.

I am glad you will be able to join us at the closing luncheon of CASE V Conference in Chicago on December 11 to receive the award and say a few words about your leadership style and the impact you have made at Moraine Valley Community College. You are welcome to invite guests to the luncheon to be a part of the celebration. I will work with Jessica Crotty to arrange the details of the luncheon. Of course, feel free to contact me directly with any questions at mbharmon@manchester.edu or 260-982-5211.

I look forward to congratulating you in person in December.

Sincerely,

A handwritten signature in black ink that reads "Melanie Harmon".

Melanie Harmon
CASE V Board of Trustees

cc:

Brad Bundy, Board Chair
Jessica Crotty, Assistant Director of Communications

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED OCTOBER 31, 2018**

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$52,045,519.95	\$3,118,454.21	\$6,037,189.83	\$49,126,784.33
OPERATION & MAINT FUND	8,109,693.09	854,282.19	1,038,184.77	7,925,790.51
OPERATION & MAINT (RESTR.)	14,840,421.68	215,620.85	0.00	15,056,042.53
BOND & INTEREST FUND	7,686,354.24	22,794.39	0.00	7,709,148.63
AUXILIARY FUNDS	8,755,684.48	671,012.39	757,806.98	8,668,889.89
RESTRICTED PURPOSE FUNDS	7,496,265.39	1,762,460.66	1,896,859.44	7,361,866.61
WORKING CASH FUND	13,311,418.36	47,896.85	0.00	13,359,315.21
TRUST & AGENCY FUNDS	156,446.88	2,623.52	14,460.01	144,610.39
AUDIT FUND	175,062.87	716.85	30,000.00	145,779.72
LIAB, PROTECT & SETTLE FUND	1,254,800.59	2,652.28	0.00	1,257,452.87
TOTAL	<u>\$113,831,667.53</u>	<u>\$6,698,514.19</u>	<u>\$9,774,501.03</u>	<u>\$110,755,680.69</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$23,750.00
HUNTINGTON BANK	CHECKING ACCT	1,044,610.39
FIRST MIDWEST BANK	CHECKING ACCT	1,862,411.94
WINTRUST MAXSAFE	MONEY MARKET	1,018,442.10
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	4,435,306.70
IL SCHOOL DIST LIQUID ASSEST FUND	MONEY MARKET	10,350,208.57
SHORT TERM INVESTMENTS	VARIOUS	67,635,697.84
LONG TERM INVESTMENTS	VARIOUS	24,385,253.15
TOTAL		<u>\$110,755,680.69</u>

ACCOUNT EXPENDITURE SUMMARIES

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$6,037,189.83
9.3	OPERATION & MAINTENANCE FUND	1,038,184.77
9.4	OPERATION & MAINTENANCE (RESTR) FUND	-
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	757,806.98
9.7	RESTRICTED PURPOSE FUND	1,896,859.44
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	14,460.01
9.10	AUDIT FUND	30,000.00
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	-
	TOTAL	<u><u>\$9,774,501.03</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	None
10.1-4	Leave of Absence (LOA)	Enclosed
10.1-5	Resignations/Terminations	Enclosed
10.1-5(a)	Retirement – Faculty	Enclosed
10.1-5(b)	Retirement – Support Staff	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed
10.1-7	President’s Contract	Enclosed

SUBJECT REPORT – Full Time

Yvonne Foston	Nursing Lab and Simulation Coordinator Career Programs	Effective: 11/26/18
Rhyan Gillard	Registration Representative Registration and Records	Effective: 11/26/18
Ava Thommen	Admissions Support Assistant Admissions and Recruitment	Effective: 11/26/18

RECOMMENDED ACTION

That the above be employed at the indicated salary conditional upon receipt of a drug screening and a background check from the State of Illinois.

SUBJECT REPORT – Leave of Absence (LOA)

Frederick Brennan	Director of Campus Operations Campus Operations	L.O.A. (FMLA) 10/25/18 – 11/23/18
Carissa Davis	Director of Financial Aid Financial Aid	L.O.A. (FMLA) 9/18/18 – 12/13/18
Margaret Dawczak	Manager of Transitions and ESL Learning Enrichment and College Readiness	L.O.A. (FMLA) Intermittent 11/5/18 – 11/4/19
Katherine Doranski	Laboratory Technician Biological Sciences	L.O.A. (FMLA) 1/3/19 – 4/19/19
Courtney Farr	Secretary II Student Success	L.O.A. (FMLA) 9/25/18 – 3/31/19
William Helmold	Director of Client Services Information Technology	L.O.A. (FMLA) 9/18/18 – 10/19/18 (EXTENSION) 10/20/18 – 12/13/18
Annette Herbert	Coordinator of Learning Children’s Learning Center	L.O.A. (FMLA) Intermittent 9/27/18 – 9/26/19
Georgina Murphy	Director of Nursing Program Nursing	L.O.A. (FMLA) Intermittent 10/23/18 – 10/22/19
Craig Rosen	Professor, Theater Fine Arts and Humanities	L.O.A. (FMLA) 10/25/18 – 12/14/18
Shelita Shaw	Assistant Professor, Communications Communications	L.O.A. (FMLA) Intermittent 11/8/18 – 11/7/19

RECOMMENDED ACTION

That the above leaves be granted.

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

Rosetta Maston	Reprographics Clerk Marketing and Communications	Effective: 11/7/18-
Jonathon Miller	Oracle/MS SQL Database and System Administrator Network Operations	Effective: 10/26/18
Jeanne Ostrowski	P.T. Accounts Payable Clerk Accounts Payable	Effective: 10/30/18

RECOMMENDED ACTION
That the above be approved as presented.

Retirement – Faculty

The following employee has submitted a notice of retirement per date listed:

Patricia Galien	Associate Professor, Intensive English Language Program Developmental Education	8/31/19
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RECOMMENDED ACTION

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

Retirement – Support Staff

The following employees have submitted a notice of retirement per date listed:

Joanne Cavanaugh	Lead Registration Representative Registration and Records	4/30/19
Karen Crofton	User Support Services Specialist Client Services	6/30/19
Cindy Knafl	Library Assistant II Learning Resource Center	5/31/19
Josephine Mazanec	Operations Coordinator Central Computing Services	6/30/19
Susan McNulty	Secretary II Center for Teaching and Learning	1/31/19
Michele Sutko	Operations Clerk Information Technology	1/31/19
Jay Thomas	Computer Operator Central Computing Services	6/30/19

RECOMMENDED ACTION

It is recommended that the request for retirement 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>
Merri Fefles	Associate Professor, History Liberal Arts	Pursuant to the terms of the Negotiated Agreement, promoted to Professor Effective: Academic Year 2018-2019
Amanda Pettigrew	Instructor, Communications Liberal Arts	Pursuant to the terms of the Negotiated Agreement, promoted to Assistant Professor Effective: Academic Year 2018-2019
Dennis Sage	Director, IT Project Management Information Technology Administrative & Professional	Reclassified to: Director, Infrastructure and Network Services Effective: 11/19/18

RECOMMENDED ACTION
That the above be approved as presented.

**AMENDMENT TO THE PRESIDENT'S
EMPLOYMENT AGREEMENT**

Recommended Action:

That the amendment to the president's employment agreement, as presented to the Board, be approved.

SECOND 2018 AMENDMENT TO THE PRESIDENT'S
EMPLOYMENT AGREEMENT

The Employment Agreement (“Agreement”) dated April 16, 2014, between the Board of Trustees of Moraine Valley Community College District No. 524, Cook County, Illinois, and Dr. Sylvia Jenkins, as amended, is hereby further amended as follows:

1. Section C4, “Medical/Dental/Vision Insurance,” is amended to provide:

C4. Medical/Dental/Vision Insurance; Post-Employment Health Insurance.

A. ____ During the entire term of this Agreement, the Board will provide and pay 100% of the premiums for medical, hospitalization, vision and dental benefits for the President and dependent members of her family as defined by the applicable insurance policy as provided to other full-time employees.

B. Provided the President is not dismissed for cause pursuant to Section F4 of this Agreement, at such time as the President ends her employment at the College, the Board will provide the President with post-employment health insurance benefit with an initial value of \$20,000.00, as follows.

1. The Board will use a portion of the \$20,000.00 benefit to pay 100% of the cost to enable the President and her spouse to remain enrolled in the College’s group health plan.

2. The remainder of the \$20,000.00 benefit will be deposited in a health reimbursement account (“HRA”) for the President and her spouse, subject to the following terms and conditions:

(a) The College's group health plan will be secondary, paying after Medicare. The College's drug plan will be primary.

(b) The College will fund the HRA annually in an amount equal the difference between \$20,000.00, and the annual amount of the health insurance coverage expense for the President and her spouse. For example, if the annual health insurance expense is \$13,500.00, then \$6,500.00 will be available for the HRA.

(c) The President will provide the College with proof of the Part B premiums, and will be reimbursed to the extent of available benefit money from the HRA on a tax-free basis. The College will pay the annual administrative fee on behalf of the President.

4. The amount of the health insurance benefit will increase annually by an amount equal to the same CPI-U increase to which the College is subject under Property Tax Extension Limitation Act (PTELA), as amended..

5. This benefit will expire ten (10) years after payments under this section commence. If the President predeceases her spouse, this benefit will be available to her spouse for the lesser of (a) two years; or (b) the time remaining before this benefit would otherwise expire.

2. All other terms of the April 16, 2014 Agreement as amended, remain in full force and effect.

DATED: _____, 2018.

Approved by the Board of Trustees at the _____ 2018 regular meeting.

BOARD OF TRUSTEES OF MORAIN VALLEY COMMUNITY COLLEGE,
COMMUNITY COLLEGE DISTRICT NO. 524,
COUNTY OF COOK AND STATE OF ILLINOIS

By: _____

Board Chair

Sylvia M. Jenkins

ATTEST: _____

NEW BUSINESS

- | | | |
|-------|--|----------|
| *12.1 | Affiliation Agreement with MidAmerica Orthopaedics (Radiologic Technology) | Enclosed |
| *12.2 | Trust for Capital Development Board Project-FPAC Boilers | Enclosed |
| *12.3 | Resolution Determining the Estimated Tax Levy and Public Hearing | Enclosed |
| *12.4 | New Yamaha CL5 Sound Board Bid | Enclosed |
| *12.5 | Early Alert System Proposal | Enclosed |

TRUST FOR CAPITAL DEVELOPMENT BOARD PROJECT:
FINE AND PERFORMING ARTS CENTER (FPAC) BOILERS

Recommended Action:

It is recommended that the Board of Trustees establish a trust in the amount of \$141,728 for a Capital Development Project to replace boilers in the Fine and Performing Arts Center (FPAC).

RESOLUTION DETERMINING THE ESTIMATED TAX LEVY
FOR THE YEAR 2018 TAX YEAR AND
SCHEDULING A PUBLIC HEARING THEREON

(See attached Resolution)

Recommended Action:

It is recommended that the Board of Trustees approve the resolution as presented.

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
COOK COUNTY, ILLINOIS**

**RESOLUTION DETERMINING THE
ESTIMATED TAX LEVY FOR THE
YEAR 2018 TAX YEAR AND SCHEDULING A
PUBLIC HEARING THEREON**

WHEREAS, pursuant to Public Act 91-523, the Board of Trustees at Moraine Valley Community College, District No. 524, Cook County, Illinois, is required to determine the amounts of money estimated to be necessary to be raised by taxation for Tax Year 2018; and

WHEREAS, the Board is required to conduct a public hearing on said estimated determination on December 18, 2018; and

WHEREAS, the Board is further required to publish notification of the proposed property tax levy;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MORAIN VALLEY COMMUNITY COLLEGE, COMMUNITY COLLEGE DISTRICT NO. 524, COUNTY OF COOK AND STATE OF ILLINOIS, as follows:

Section 1: A public hearing on the Board's intent to adopt an aggregate levy shall be held on December 18, 2018, at 6:00 p.m. in the Board Room. Attached hereto as Exhibit A is the estimate of tax levy.

Section 2: The Board Secretary is hereby authorized and directed to cause notice of public hearing on the Board's estimate of taxes to be levied pursuant to 35 ILCS 200/18-101.15 in a newspaper of general circulation within the District not more than fourteen (14) days nor less than seven (7) days before the date of the public hearing. The notice shall be substantially in the form of Exhibit A.

Section 3: All members of the public shall be invited to the public hearing to comment upon the proposed tax levy.

Section 4: This Resolution shall be in full force and effect from and after its passage.

PASSED this 12th day of November, 2018.

AYES:

NAYS:

ABSENT:

APPROVED this 12th day of November, 2018.

Chairperson

ATTEST:

Secretary

**Notice of Proposed Property Tax Levy for
MORAIN VALLEY COMMUNITY COLLEGE
Community College District No. 524, Palos Hills, Cook County, Illinois**

- I. A public hearing to approve a proposed property tax levy for Moraine Valley Community College, Community College District No. 524, Palos Hills, Illinois for Tax Year 2018 will be held on Tuesday, December 18, 2018, at 6:00 p.m. in the Board Room (D219), 9000 W. College Parkway, Palos Hills, IL 60465-0937.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Dr. Sylvia Jenkins, President, Moraine Valley Community College, 9000 W. College Parkway, Palos Hills, IL 60465; 708/974-5201.

- II. The corporate and special purpose property taxes extended or abated for Tax Year 2017 were \$30,921,072.

The proposed corporate and special purpose property taxes to be levied for Tax Year 2018 are \$32,124,910. This represents a 3.89 percentage increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for Tax Year 2017 were \$7,132,953.

The estimated property taxes to be levied for debt service and public building commission leases for Tax Year 2018 are \$7,098,823. This represents a 0.48 percentage decrease over the previous year.

- IV. The total property taxes extended or abated for Tax Year 2017 were \$38,054,025.

The estimated total property taxes to be levied for Tax Year 2018 are \$39,223,733. This represents a 3.07 percentage increase over the previous year.

EXHIBIT A

DATE: October 30, 2018

TO: Theresa O'Carroll
Vice President of Financial and Business Services

FROM: Jane Bentley
Director of Purchasing

RE: **New Yamaha CL5 Sound Board 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. Bids were opened on Friday, October 19, 2018 at 11:00 A.M. in, Room L 187. Three (3) bids and one (1) "no bid" were received. The results of the bid are delineated on the attached sheet. The pricing for this bid was not via State contract or consortium contracts.

The Fine and Performing Arts Center (FPAC) current sound board does not meet the functionality or technological needs for academic theater, music and performances at the college. The existing board has limited input channels for equipment connectivity and is limited in display aspects as well as recording abilities. By purchasing this new Yamaha CL5 sound board, the college will now have the most current technology that will suit both performance and academic needs on campus.

RECOMMENDED ACTION: Whereas TC Furlong, Inc., of Lake Forest, Illinois, is the lowest responsible and responsive bidder meeting specifications, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of **\$30,223.78** to **TC Furlong, Inc.**, for the purchase of a new Yamaha CL5 Sound Board.

DATE: October 31, 2018

TO: Theresa O'Carroll
Vice President of Financial and Business Services

FROM: Aaron Roe
Assistant Director, Research and Planning
JoAnn Jenkins
Dean of Student Success, Student Success

RE: **Early Alert System Proposal**

In April 2018, Requests for Proposal (RFP) were solicited for an early alert software system with the potential for predictive analytic integration. Early alert systems act as early warning and tracking systems which take a holistic approach to student success, retention and completion initiatives. An early alert system helps staff to identify at-risk students who may need additional academic support and then help those students connect with the appropriate college resources. The goal of an early alert platform helps increase the effectiveness of our staff by providing more intentional student monitoring and interventions in advising and counseling students. It also connects campus partners such as advisors, coaches, and other staff, all while utilizing more data points from the institution's current SMS (Colleague) and LMS (Canvas) systems. The college had an early alert software system through Ellucian/Colleague called Retention Alert. However, technical support was no longer offered by Ellucian and thus, Retention Alert became obsolete, causing the college to pursue another solution.

Proposals were sought from companies with the expertise of creating and supporting early alert platforms. Eight (8) firms in the industry specific to early alert systems responded to the RFP. The review team analyzed the responses to which five (5) firms were selected by the committee for on-site visits and then three (3) firms from that group were selected for a final evaluation, presentation and consideration.

The early alert review team consisted of key staff and faculty members from various departments across the campus. The review team issued a survey for faculty and staff to assist in the evaluations of the software solutions being presented. The initial analyzation phase of review, which occurred in Spring/Summer 2018, included the five (5) early alert software companies who were asked to participate in product presentations to further assist the team in understanding each applications capabilities and the college's requirements. In the Fall of 2018, the team further narrowed the respondents to three (3) firms of interest. The team requested these firms to make another on-site visit for final presentations.

Taking into consideration the proposals, presentations, reference checks and surveys of the finalists by faculty and staff, Starfish by Hobsons received the most positive reviews. Hobsons' proposal details the main features of their early alert platform, including cost estimates and potential additional services for the future which includes predicative analytics. Starfish by Hobsons is an end-to-end support for student success, including meetings, notes, alerts, analytics, and more. The core of the Hobsons proposal outweighs those features proposed by the other platforms of Aviso and SEAtS. The Starfish by Hobsons proposal not only exceeds in functionality, but offers a more expansive list of features to develop in the future. The two other finalist platforms, SEAtS and Aviso, were not selected even though they were two of the lower priced proposals because the team's comments from the rankings stated concerns in regards to technical

support from only having the company headcounters being overseas, implementation concerns due to timelines and processes, as well as a final presentation that went poorly causing dissatisfaction and unease because of lack of organization, responsiveness and information. The review team ranked Starfish by Hobsons with the highest satisfaction overall and it was decided to move forward with what seems to be the better product in hopes of best fitting the college's needs.

This project will be funded through a Title III grant as well as departmental budgets.

RECOMMENDED ACTION:

It is recommended that the Board of Trustees approve Hobsons proposal for the Starfish Early Alert platform and enter into a contract in the total amount of \$473,742.00 with Hobsons across a five (5) year term. The cost breakdown is as follows: Year 1 (beginning 01/01/2019) - \$125,000.00; Year 2 - \$87,185.50; Year 3 - \$87,185.50; Year 4 - \$87,185.50; Year 5 - \$87,185.50. First three (3) years are paid entirely by the Title III grant. Year four the college will conduct an evaluation of the software and pay the yearly amount of maintenance for the Starfish software.