

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, December 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 6:02 PM.

II. ROLL CALL

Present: John Coleman, Chairman; Daniel Casey; Kimberly Hastings;
Joseph Murphy; Sandra Wagner; Mason Folsom, Student
Trustee

Absent: Brian O'Neill, Eileen O'Sullivan

III. MINUTES

The Board of Trustees, having reviewed the unapproved Minutes of the Regular Meeting of November 12, 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 Student Trustee Report

Mr. Folsom began his report with the caravanserai dinner event held in November, to explore the intersection between Arab and Hispanic cultures, done under the sponsorship of the college's Mosaics grant, Muslim Voices of America, and portrayed through different art mediums. The Mosaics grant project is about building bridges between different cultures through the arts and cultural events. He reported on the Women's Leadership Conference on November 30, at which fellow student leader Salam Mulhem received the Dr.

Sylvia M. Jenkins Women's Leadership Award. A high school counselor breakfast was held in December, attended by college admission staff and high school counselors. Mr. Folsom reported that he and other students were able to meet with some of the counselors before the event to share their thoughts about why they came to Moraine and why Moraine Valley should be offered to graduating high school students. Representatives from popular transfer schools were invited to share what they can offer for transferring students. A holiday dinner on December 13 with Dr. Jenkins was prepared by the Culinary Arts and Hospitality Management students under the guidance of Chef Lampros and Chef Eliacostas. Mr. Folsom shared a photo of the students with Chef Lampros. The annual winter dance was held December 14, hosted by Student Life. Proceeds benefit the American Cancer Society and Mr. Folsom reported that this year's event raised \$600.

Dr. Jenkins commended Mr. Folsom for his excellent representation of the students while serving as Student Trustee.

VI. REPORTS OF ADMINISTRATION

6.1 Presentation to Susan McNulty (retirement)

On behalf of the Board and the administration, Mr. Coleman presented Susan McNulty with a retirement gift and thanked her for her 15 years of service at the college.

6.2 President's Report

- Certificates of Achievement in Financial Reporting - On behalf of the Board and administration, the awards from the Government Finance Officers Association and Association of School Business Officials were presented by Theresa O'Carroll, Vice President for Financial and Business Services/College Treasurer; Mike Cipolla, Controller; and Drew Wendt, Internal Auditor. Dr. Jenkins and the Board recognized the hard work of the staff in the finance division and many others across the college who contributed to the college receiving these awards.
- Legislative Update – Representative Kelly Burke, Chair of the Higher Education Appropriations Committee, shared the committee's commitment to help rebuild Illinois higher education. She shared a handout about paying for college tuition, sharing that members of the committee have been talking to high schools and counselors in the state about ideas to get the state's higher education back on track. She indicated that for students receiving MAP (Monetary Assistance Program) grants to supplement Pell grants,

they have prioritized students going on for four years to provide better certainty for their financial aid awards for planning. This was an administrative adjustment; no additional money was added, although MAP grants have been increased in the past two years. She described the AIM High grant program, established with an allocation of \$25 million to create merit-based scholarships for top Illinois students. This program must be matched by institutional aid and is spread proportionately across Illinois public institutions, which are allowed to craft a scholarship program that best suits them. This program is available to families of four with incomes up to \$150,000 as a pilot program, and feedback will be sought from institutions to gauge how well it is working at helping students start and stay in college. Representative Burke also reported that they worked on articulation to increase access to educational opportunities. She stated that the new administration in Springfield appears to be very interested in higher education. She reported that while two-year institutions have a formula for funding, there is a push to rework the way that funds or state grants are allocated for four-year institutions. She also indicated that there is much discussion and interest in capital in Springfield, but finding ways to fund it is tricky. Her advice to higher education institutions is to update what their capital needs are so that plans and projects are ready to go whenever a call for capital projects is made.

Dr. Jenkins thanked Representative Burke for being here and sharing information and extended an invitation for her to come back any time with updates.

- Information Technology – Kam Sanghvi, Chief Information Officer, reviewed the Information Technology division's organization, which includes Application Services, Network & Infrastructure, User Services, and Project Management, describing the responsibilities within each area. He reported that the division's strategic goals relate and respond to the college's overall strategic goals. For example, he shared a number of projects that support the college's strategic goal for student success, including expanding the college's bandwidth, Financial Aid Self Service, the successful launch of a Moraine Valley mobile app, and the deployment of ADA-compliant keyboards and monitors across campus. There is a Technology Governance committee that meets four times a year to review overall directions and subcommittees to this group meet once each month to review projects and activities in more depth. He reviewed the Life Cycle Management (LCM) process, which determines a usable life cycle and replacement schedule for equipment as well as a process for the disposal of

obsolete equipment, much of which is donated to non-profit organizations. He shared that college staff are surveyed each year regarding technology performance and needs. There was a brief discussion of IT staffing, which is relatively stable; cybersecurity initiatives, including educating staff about the need for vigilance; learning management systems; and budgeting for technology.

Dr. Jenkins thanked the faculty and staff for all the work they do all year to support students at the college. She also thanked the Board of Trustees for their support.

VII. COMMUNICATIONS

- 7.1 Letter of Congratulations from Juan Salgado, Chancellor, City Colleges, for Moraine Valley Receiving ACCT Central Region Equity Award
- 7.2 Letter of Congratulations from Christine Sobek, President, Waubensee Community College, for Moraine Valley Receiving ACCT Central Region Equity Award
- 7.3 Letter and Certificate from Association of School Business Officials (ASBO) re Certificate of Excellence in Financial Reporting for FY17 to Moraine Valley Community College
- 7.4 Thank You Letter from St Vincent de Paul at Our Lady of the Ridge Parish for Donations of Turkeys for Food Pantry (Darryl Williams)

VIII. FINANCIAL STATEMENT

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$104,508,528.44 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 Mr. Casey to approve the following consent agenda items, excluding agenda item 12.7:

IX. WARRANTS

The warrant summaries are presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$ 6,040,443.60
9.3	Operation & Maintenance Fund	989,534.19
9.4	Operation & Maintenance Fund (Restricted)	143,349.36
9.5	Bond & Interest Fund	6,415,929.96
9.6	Auxiliary Enterprise Fund	579,533.07
9.7	Restricted Purpose Fund	1,737,335.90
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	3,902.16
9.10	Audit Fund	21,700.00
9.11	Liability, Protection & Settlement Fund	15,491.00

(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

Ryan Kelly - Coordinator, Veteran Services, Student Success – effective 1/14/19

Catalina Nava-Esparza - Coordinator, Blue Island Education Center, Academic Outreach - effective 1/14/19

(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

Tim Conrath - Maintenance Mechanic IV, Campus Operations - L.O.A. (FMLA) 1/8/19 – 4/1/19

Anthony Marcasciano - Manager, Instructional Development Services, Center for Teaching and Learning - L.O.A. (FMLA) 11/29/18 – 12/19/18
Amanda Mesirov - Coordinator, Code of Conduct, Code of Conduct – Student Life - L.O.A. (FMLA) Intermittent 11/10/18 – 11/9/19
Jose Sandoval – Groundskeeper, Campus Operations - L.O.A. (FMLA) Intermittent 11/27/18 – 11/26/19
Christine Toso - Accounting Clerk/Cashier, Cashier’s Office - L.O.A. (FMLA) Intermittent 10/19/18 – 10/18/19
(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-4(a) Sabbatical Leave - Faculty

It is recommended that the Board of Trustees approve the following sabbatical leave request:

Merri Fefles, Professor, History – Fall 2019 semester with full pay
(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Alberta Carr-Neylon - Financial Aid Assistant, Financial Aid – resignation effective 11/19/18
Michael Crotty – Groundskeeper, Campus Operations – resignation effective 12/12/18
Tiffany McCrary - Instructor, Basic Nurse Assistant, Health Sciences – resignation effective 5/17/19
(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Support Staff

Cynthia Nugent - Secretary II, Fine and Performing Arts Center – retirement effective 2/28/19
(DOCUMENT I - SUPPLEMENT TO MINUTES)

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

Randall Basick – from Manager, Telecommunications, Infrastructure and Network Services to Manager, Network Services - effective 1/7/19
Kevin Davis – from Sergeant, Police Department to Police Officer - effective 12/19/18

Esmeralda Diaz – from Departmental Assistant, Learning Enrichment and College Readiness to Secretary II, Code of Conduct – Student Life – effective 1/7/19

Katelyn Jalbert – from P.T. Departmental Assistant, Academic Services to P.T. Departmental Assistant, Academic Outreach - effective 1/7/19

Cindy Knafl – from Library Assistant II, Learning Resource Center to Library Assistant III - effective 1/7/19

Jurga Mackoniene – from Library Assistant II, Learning Resource Center to Library Assistant III - effective 1/7/19

(DOCUMENT J - 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 Little Company of Mary Hospital and Health Care Centers (Nursing, Basic Nurse Assistant, Emergency Medical Services, Sleep Technology, Medical Office Assistant, Health Information Technology, Phlebotomy, RN Refresher, Central Processing Technician, Mammography, X-ray Technician, CT Technician)

It is recommended that the Board of Trustees approve the affiliation agreement with Little Company of Mary Hospital and Health Care Centers for Nursing, Basic Nurse Assistant, Emergency Medical Services, Sleep Technology, Medical Office Assistant, Health Information Technology, Phlebotomy, RN Refresher, Central Processing Technician, Mammography, X-ray Technician, and CT Technician. (DOCUMENT K - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Riverside Health Care (Health Information Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Riverside Health Care for Health Information Technology. (DOCUMENT L - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Roseland Community Hospital Association
(Basic Nurse Assistant, Nursing, Medical Assistant, Phlebotomy, Sleep
Technology, Respiratory Therapy, Radiologic Technology, Computed
Tomography, Mammography)

It is recommended that the Board of Trustees approve the affiliation agreement with Roseland Community Hospital Association for Basic Nurse Assistant, Nursing, Medical Assistant, Phlebotomy, Sleep Technology, Respiratory Therapy, Radiologic Technology, Computed Tomography, and Mammography. (DOCUMENT M - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Symphony Post-Acute Network (Nursing,
Basic Nurse Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Symphony Post-Acute Network for Nursing and Basic Nurse Assistant. (DOCUMENT N - SUPPLEMENT TO MINUTES)

12.5 Agreement Renewal with Professional Truck Driving School (PTDS)
for Commercial Driving License (CDL) Training

It is recommended that the Board of Trustees approve the renewal of the Instructional Course Agreement for commercial driving license (CDL) education/preparation courses with Professional Truck Driving School (PTDS). (DOCUMENT O - SUPPLEMENT TO MINUTES)

12.6 Review of Closed Session Written Minutes and Audio Tapes

It is recommended that the written minutes of the closed sessions held on May 15, 2018; May 29, 2018; June 5, 2018; June 19, 2018; August 21, 2018; September 18, 2018; and October 15, 2018 be released. Additionally, it is recommended that the audio tapes/recordings of December 20, 2016; April 18, 2017; May 16, 2017; and June 6, 2017 closed session meetings be destroyed. (DOCUMENT P - SUPPLEMENT TO MINUTES)

12.8 Building T Air Handling Unit Replacement Phase II Bid

Whereas Flo-Tech Mechanical Systems Inc., of Addison, 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 \$1,037,000.00 to Flo-Tech Mechanical Systems, Inc., for the Building T Air Handling Unit Replacement Phase II Bid.
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.9 Updated Resolution with MB Financial Bank, N.A.

It is recommended that the Board of Trustees approve the attached resolution to update information on file at MB Financial Bank N.A., an existing approved depository, to reflect change in signature authority, effective December 19, 2018. (DOCUMENT R - SUPPLEMENT TO MINUTES)

12.10 Adoption of Resolution Setting Forth Tax Levies for 2018 and Approval of Certificate of Tax Levy for 2018

It is recommended that the Board of Trustees adopt the Resolution Setting Forth Tax Levies for 2018 and approve the Certificate of Tax Levy for 2018. (DOCUMENT S - SUPPLEMENT TO MINUTES)

12.11 Property Tax Limitation Resolution

It is recommended that the Board adopt the Property Tax Limitation as presented.
(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, 9.7B, 9.7C, 9.8, and 9.9; 10.1-1, 10.1-2, 10.1-3, 10.1-4, 10.1-4(a), 10.1-5, 10.1-5(a), and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.8, 12.9, 12.10, and 12.11, excluding 12.7:

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

Motion carried.

It was moved by Mr. Murphy and seconded by Mrs. Wagner to approve the following agenda item:

Mrs. Wagner read the full title of Agenda Item 12.12 into the official record.

12.12 Resolution Abating the Tax Heretofore Levied for the year 2018 to Pay Debt Service on the Taxable General Obligation Bonds (Alternate Revenue Source), Series 2012D, and General Obligation Bonds (Alternate Revenue Source), Series 2013, of Community College District 524

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

ROLL CALL VOTE TAKEN on Agenda Item 12.12:

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

Motion carried.

After a brief discussion, it was moved by Mr. Murphy and seconded by Ms. Hastings to modify the previous action of pulling Agenda Item 12.7 from the consent agenda to tabling Agenda Item 12.7 until the February Board meeting.

12.7 Revised Board Policy 7285: Human Resources – Educational Benefits

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

ROLL CALL VOTE TAKEN to table Agenda Item 12.7 to the February Board meeting:

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

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. ADJOURNMENT

The meeting adjourned at 7:14 PM.