

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, March 19, 2019, Board Room D219, 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 - Regular Meeting, February 19, 2019
 - 2) Unapproved Minutes - Closed Session, February 19, 2019
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
 - 1) ICCTA Report - Coleman
 - 2) Student Trustee Report – Folsom
6. **REPORTS OF ADMINISTRATION**
 - 1) Student Recognitions
 - National Qualifiers - Women's Soccer, Volleyball and Cross Country
 - 2) President's Report
 - Enrollment Report
 - One Book-One College
 - Presentation: LEED Silver for G Building/Student Success Center
7. **COMMUNICATIONS**
 - 1) Letter from Phi Theta Kappa Honor Society re Moraine Valley's Chapter Named a 2019 REACH Chapter
 - 2) Letter from Superintendent Robert Machak to Dean Michael Morsches for Presentation re Dyslexia
 - 3) Letter re Selection of Student Salam Mulhem as the 2019 Coca-Cola Academic Team Bronze Scholar
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) * Trust and Agency 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 - Vice Presidents
 - a. * Salary Revisions - Administrative & Professional Staff; Administrative Classified Staff
 - b. * Salary Revisions - Part-Time On-Call, Casual, Auxiliary, Temporary Non-Bargaining Unit
- 4) Leave of Absence (LOA)
- 5) * Resignations/Terminations
 - a. * Retirement - Faculty
- 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)

11. **UNFINISHED BUSINESS**

12. **NEW BUSINESS**

- 1) * Affiliation Agreement with Advocate Christ Medical Center (Phlebotomy)
- 2) * Affiliation Agreement with Ann and Robert H. Lurie Children's Hospital of Chicago (Respiratory Therapy)
- 3) * Affiliation Agreement with BMI Surgery, SC (Medical Assistant)
- 4) * Affiliation Agreement with ADVANTEDGE (Health Information Technology)
- 5) * Affiliation Agreement with Associated Urological Specialists-Midwest Urology (Medical Assistant)
- 6) * Affiliation Agreement with AVP Counseling & DUI Services, Inc. (Addictions Studies)
- 7) * Affiliation Agreement with Lawn Medical Centers, S.C. (Medical Assistant)
- 8) * Affiliation Agreement with Quest Diagnostics, Inc. (Phlebotomy)
- 9) * Affiliation Agreement with Southwest Gastroenterology (Medical Assistant)
- 10) * Approval of New Degree Program - Associate in Engineering Science (AES)
- 11) * Revised Board Policy #7285 - Educational Benefits
- 12) * Community College Month Resolution
- 13) * Annual Class Schedule/Non Credit Mailer Bid

- 14) * Neighborhood Mailer Bid
- 15) * Spring 2019 Life-Cycle Management (LCM) Equipment Phase III Purchase
- 16) * Statement of Final Completion for Projects
- 17) * Date for Special Board Meeting, April 30
13. **MISCELLANEOUS**
14. **AUDIENCE PARTICIPATION**
15. **ADJOURNMENT**

MINUTES

Approved Minutes of the Public Hearing on Tax Levy of December 18, 2018 Enclosed

Approved Minutes of the Regular Meeting of December 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 Tax Levy, 6:00 p.m., Tuesday, December 18, 2018, 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; Daniel Casey; Kimberly Hastings;
Joseph Murphy; Sandra Wagner; Mason Folsom, Student
Trustee

Absent: Brian O'Neill, Eileen O'Sullivan

III. PUBLIC HEARING ON THE TAX LEVY

There was no audience participation.

IV. ADJOURNMENT

The meeting adjourned at 6:01 PM.

December 6, 2018

Meeting Notice

The regular monthly meeting of the Moraine Valley Community College board of trustees and a public hearing on a proposed tax levy for Tax Year 2018 will be held on Tuesday, Dec. 18. The tax hearing will begin at 6 p.m., and the board meeting will immediately follow. The meetings 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, 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.

BOARD REPORTS AND/OR REQUESTS

5.1 ICCTA Report – Coleman Verbal

5.2 Student Trustee Report - Folsom Verbal

REPORTS OF ADMINISTRATION

6.1 Student Recognitions Verbal

- National Qualifiers – Women’s Soccer, Volleyball and Cross Country

6.2 President’s Report Verbal

- Enrollment Report
- One Book-One College
- Presentation: LEED Silver for G Building/Student Success Center

COMMUNICATIONS

- | | |
|---|----------|
| 7.1 Letter from Phi Theta Kappa Honor Society re Moraine Valley's Chapter
Named a 2019 REACH Chapter | Enclosed |
| 7.2 Letter from Superintendent Robert Machak to Dean Michael Morsches
for Presentation re Dyslexia | Enclosed |
| 7.3 Letter re Selection of Student Salam Mulhem as the 2019 Coca-Cola
Academic Team Bronze Scholar | Enclosed |



Dear Dr. Sylvia Jenkins,

Phi Theta Kappa's REACH Rewards program recognizes and rewards Phi Theta Kappa chapters that excel in the area of membership development. We created this program because we believe strongly in the mission of Phi Theta Kappa and want as many students as possible to receive the benefits of membership—including scholarships and increased opportunities for engagement with peers and faculty—which lead to higher rates of completion.

I am happy to announce that the Alpha Iota Lambda Chapter has been named a 2019 REACH Chapter and will receive special recognition in the form of 20 stoles. Phi Theta Kappa graduation stoles will be sent directly to your chapter's advisor. These stoles can be distributed to chapter officers or members to be worn during graduation and to keep in celebration of their college completion milestone. [Read the full announcement.](#)

Congratulations and thank you for your support in furthering Phi Theta Kappa's mission of providing recognition and opportunity to students on your campus.

Sincerely,

Lynn Tincher-Ladner, Ph.D.
President and CEO
Phi Theta Kappa Honor Society

Our Mission

The mission of Phi Theta Kappa is to recognize academic achievement of college students and to provide opportunities for them to grow as scholars and leaders.

From: Robert Machak
Sent: Wednesday, February 27, 2019 8:59 AM
To: Morsches, Michael
Subject: Re: Dyslexia Presentation

Michael,

Your presentation was fantastic. We have never had that many people for such an activity before. Jan and I are sending you a note to thank you and to let you know that we will make a \$150 donation to Engineers in Heels from your MVCC program as we discussed last night.

I am hoping I have the opportunity to work with you again. You're a good man and there is so much we could learn about helping kids from you.

Thanks again for doing this presentation for us.

Please let me know how I can support you and the important work that you are doing.

Thanks,

Dr. Robert Machak
Superintendent
Evergreen Park School District 124

From: "L. Tincher-Ladner"
Date: 3/5/19 6:36 PM
To: "Jenkins, Sylvia"
Cc: "Robinson, Demetrius"
Subject: Congratulations: 2019 Coca-Cola Academic Team Bronze Scholar

Dear President Jenkins,

Congratulations! Your student nominee, **Salam Mulhem**, has been selected as a **2019 Coca-Cola Academic Team Bronze Scholar** and will receive a \$1,000 scholarship!

Selection as a Coca-Cola Bronze Scholar was based on scores the student earned in the All-USA Academic Team competition, for which more than 2,000 applications were received this year. This program is sponsored by the Coca-Cola Scholars Foundation and is administered by Phi Theta Kappa Honor Society.

We encourage you to publicize information regarding your student's selection as a **Bronze Scholar**. An accompanying press release is attached to be shared with your college's public relations department.

Phi Theta Kappa will recognize the **2019 Coca-Cola Academic Team Scholars on stage at PTK Catalyst, Phi Theta Kappa's Annual Convention, April 4-6 in Orlando, Florida**. While Phi Theta Kappa will not be able to assist students with the cost of attending the Convention, we hope your college will assist with the necessary funds to ensure attendance. Please refer to the attached award details for additional information that will be requested from scholars.

As a Coca-Cola **Bronze Scholar**, your student will be requested to provide verification documents as well as complete a survey late this summer in order to receive the scholarship disbursement of \$1,000 in Fall 2019. Funding for the scholarship is provided by the Coca-Cola Scholars Foundation.

Throughout the spring, 39 states host All-State Academic Team Recognition ceremonies, where Coca-Cola Bronze Scholars are recognized. If your scholar has not already been presented a Bronze medallion at your All-State Recognition Program, your student will receive this soon. If your state does not offer such a program, the medallion will be mailed to your student at a later date.

Again, congratulations to you, your college, and your student on this special recognition. If you have any questions or need additional information, please contact our Scholarship Department at 601.987.5741 or scholarship.programs@ptk.org.

Sincerely,



Lynn Tincher-Ladner, Ph.D.
President and CEO
Phi Theta Kappa Honor Society



Jane Hale Hopkins
President
Coca-Cola Scholars Foundation



Contact: Erin Cogswell
erin.cogswell@ptk.org
601.987.5533

FOR IMMEDIATE RELEASE

March 5, 2019

(Name) Named Coca-Cola Academic Team Bronze Scholar

Jackson, Mississippi — (Name), a student at (Name of College), has been named a 2019 Coca-Cola Academic Team Bronze Scholar and will receive a \$1,000 scholarship.

The Coca-Cola Scholars Foundation sponsors the Coca-Cola Academic Team program by recognizing 50 Gold, 50 Silver, and 50 Bronze Scholars with nearly \$200,000 in scholarships annually. Each scholar also receives a commemorative medallion.

“The Coca-Cola Scholars Foundation has a long history of providing financial assistance to outstanding students at community colleges,” said Jane Hale Hopkins, President of the Coca-Cola Scholars Foundation. “We are proud to partner with Phi Theta Kappa and make it possible for deserving students to achieve their educational goals.”

Students are nominated for the academic team by their college administrators. Selection is based on academic achievement, leadership, and engagement in college and community service.

Coca-Cola Academic Team members will be recognized in both local and statewide ceremonies and will also be recognized internationally during Phi Theta Kappa’s annual convention, [PTK Catalyst](#), April 4-6 in Orlando, Florida.

“We thank the Coca-Cola Scholars Foundation for recognizing these student leaders and for investing in their futures,” said Dr. Lynn Tincher-Ladner, President and CEO of Phi Theta Kappa. “Scholarships like these are integral to the success of these students in reaching their educational and career goals.”

Phi Theta Kappa is the premier honor society recognizing the academic achievement of community college students and helping them to grow as scholars and leaders. The Society is made up of more than 3.5 million members and nearly 1,300 chapters in 10 nations. Learn more at [ptk.org](#).

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED FEBRUARY 28, 2019**

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$45,101,557.29	\$11,390,817.93	\$5,900,240.17	\$50,592,135.05
OPERATION & MAINT FUND	6,707,230.49	956,718.12	716,522.28	6,947,426.33
OPERATION & MAINT (RESTR.)	16,120,384.53	339,517.74	17,379.73	16,442,522.54
BOND & INTEREST FUND	1,319,990.85	849,666.39	0.00	2,169,657.24
AUXILIARY FUNDS	9,521,933.64	621,269.50	1,086,830.89	9,056,372.25
RESTRICTED PURPOSE FUNDS	7,196,715.04	9,112,972.12	9,756,148.02	6,553,539.14
WORKING CASH FUND	13,405,056.11	1,239.92	0.00	13,406,296.03
TRUST & AGENCY FUNDS	124,965.38	2,745.30	5,697.77	122,012.91
AUDIT FUND	124,670.60	9,934.95	0.00	134,605.55
LIAB, PROTECT & SETTLE FUND	1,230,125.30	55,731.66	5,713.80	1,280,143.16
TOTAL	<u>\$100,852,629.23</u>	<u>\$23,340,613.63</u>	<u>\$17,488,532.66</u>	<u>\$106,704,710.20</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$23,750.00
HUNTINGTON BANK	CHECKING ACCT	1,022,012.91
FIRST MIDWEST BANK	CHECKING ACCT	2,641,618.57
FIRST MIDWEST BANK	PAYROLL ACCT	1,578,130.36
FIRST MIDWEST BANK	TRUST ACCT	142,031.14
WINTRUST MAXSAFE	MONEY MARKET	1,026,504.91
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	4,468,195.13
IL SCHOOL DIST LIQUID ASSEST FUND	VARIOUS	5,693,479.76
SHORT TERM INVESTMENTS	VARIOUS	64,577,808.33
LONG TERM INVESTMENTS	VARIOUS	25,531,179.09
TOTAL		<u>\$106,704,710.20</u>

ACCOUNT EXPENDITURE SUMMARIES

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$5,900,240.17
9.3	OPERATION & MAINTENANCE FUND	716,522.28
9.4	OPERATION & MAINTENANCE (RESTR) FUND	17,379.73
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	1,086,830.89
9.7	RESTRICTED PURPOSE FUND	9,756,148.02
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	5,697.77
9.10	AUDIT FUND	-
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	5,713.80
	TOTAL	<u><u>\$17,488,532.66</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)	None
10.1-5	Resignations/Terminations	Enclosed
10.1-5(a)	Retirement – Faculty	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

SUBJECT REPORT – Full Time

Nick Hutchison

Information Security Specialist
Infrastructure and Network Services

Effective: 3/25/19

RECOMMENDED ACTION

That the above be employed.

SUBJECT REPORT – 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% for FY20.

RECOMMENDED ACTION

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.

S U B J E C T R E P O R T – Salary Revisions – Administrative & Professional Staff
Administrative Classified Staff

It is recommended that the Administrative & Professional Staff be granted salary increases not to exceed 3% in the aggregate for FY20; and that the Administrative Classified Staff be granted salary increases not to exceed 3% in the aggregate for FY20.

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 FY20.

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 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% in FY20.

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 - Resignations/Terminations

Mary Ann Cook	Academic Services Specialist Academic Services	Effective: 3/8/19
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Arthur Donley-El	P.T. Financial Aid Expeditor Financial Aid	Effective: 3/1/19
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RECOMMENDED ACTION
That the above be approved as presented.

Retirement – Faculty

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

Susan Langwell	Associate Professor, Child Care Social Science	7/31/19
Colette Schrank	Professor, Medical Terminology and Phlebotomy Health Sciences	8/31/19

RECOMMENDED ACTION

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

SUBJECT REPORT – Reclassifications (Promotions, Transfers, Etc.)

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Pamela Lawrence	Membership Representative Health, Fitness and Recreation Support Staff	Reclassification of Labor Grade Effective: 3/25/19
Jennifer Ross Hernandez	Dispatcher Police Department Police	Reclassification of Labor Grade Effective: 3/25/19
Shari Sutter	Dispatcher Police Department Police	Reclassification of Labor Grade Effective: 3/25/19
Carol Worth	Dispatcher Police Department Police	Reclassification of Labor Grade Effective: 3/25/19

RECOMMENDED ACTION

That the above be approved as presented.

NEW BUSINESS

- | | |
|---|----------|
| *12.1 Affiliation Agreement with Advocate Christ Medical Center (Phlebotomy) | Enclosed |
| *12.2 Affiliation Agreement with Ann and Robert H. Lurie Children's Hospital of Chicago (Respiratory Therapy) | Enclosed |
| *12.3 Affiliation Agreement with BMI Surgery, SC (Medical Assistant) | Enclosed |
| *12.4 Affiliation Agreement with ADVANTEDGE (Health Information Technology) | Enclosed |
| *12.5 Affiliation Agreement with Associated Urological Specialists-Midwest Urology (Medical Assistant) | Enclosed |
| *12.6 Affiliation Agreement with AVP Counseling & DUI Services, Inc. (Addictions Studies) | Enclosed |
| *12.7 Affiliation Agreement with Lawn Medical Centers, S.C. (Medical Assistant) | Enclosed |
| *12.8 Affiliation Agreement with Quest Diagnostics, Inc. (Phlebotomy) | Enclosed |
| *12.9 Affiliation Agreement with Southwest Gastroenterology (Medical Assistant) | Enclosed |
| *12.10 New Degree Program – Associate in Engineering Science (AES) | Enclosed |
| *12.11 Board Policy 7285 – Human Resources: Educational Benefits | Enclosed |
| *12.12 Community College Month Resolution | Enclosed |
| *12.13 Annual Class Schedule/Non Credit Mailer Bid | Enclosed |
| *12.14 Neighborhood Mailer Bid | Enclosed |
| *12.15 Spring 2019 Life Cycle Management (LCM) Equipment Phase III Purchase | Enclosed |
| *12.16 Statement of Final Completion for Projects | Enclosed |
| *12.17 Date for Special Board Meeting, April 30 | Enclosed |

APPROVAL OF NEW ASSOCIATE IN ENGINEERING SCIENCE (AES)
DEGREE

This Associate in Engineering Science program is a recommended pathway for students planning to transfer to a four-year school to pursue a Bachelor of Science in Engineering degree. Students complete the first two years of their engineering degree at Moraine Valley and earn an Associate in Engineering Science degree. The program is suitable for all engineering majors, including but not limited to aerospace, agricultural and biological, architectural, chemical, civil, computer, computer science, electrical, energy management, engineering mechanics, engineering physics, general, industrial, materials science, mechanical, nuclear, and systems engineering. (See attached information.)

RECOMMENDED ACTION:

It is recommended that the Board of Trustees approve the Associate in Engineering Science (AES) degree for submission to the Illinois Community College Board and Illinois Board of Higher Education for new program approval effective August 19, 2019.

DATE: March 1, 2019
TO: Dr. Sylvia Jenkins, President
FROM: Dr. Pamela Haney, Vice President of Academic Affairs
RE: **New Associate in Engineering Science (AES) Program Approval**

The Moraine Valley Curriculum Development Group and the Curriculum Review Team have both approved the creation of the **Associate in Engineering Science (AES)** degree effective fall 2019.

This Associate in Engineering Science program is a recommended pathway for students planning to transfer to a four-year school to pursue a Bachelor of Science in Engineering degree. Students complete the first two years of their engineering degree at Moraine Valley and earn an Associate in Engineering Science degree. The program is suitable for all engineering majors, including but not limited to aerospace, agricultural and biological, architectural, chemical, civil, computer, computer science, electrical, energy management, engineering mechanics, engineering physics, general, industrial, materials science, mechanical, nuclear, and systems engineering. Students should work with an academic advisor at the transfer institution, as well as at Moraine Valley, to ensure they choose the appropriate courses.

Summary of Required Credit Hours

- A. General Education Core Curriculum (IAI): 37 credit hours
 - 1. Communication (IAI): 9 credit hours
 - 2. Mathematics (IAI): 14 credit hours
 - 3. Physical Science (IAI): 8 credit hours
 - 4. Humanities, Fine Arts and Social/Behavioral Sciences (IAI): 6 credit hours
 - B. Baccalaureate Major/Minor and Elective Courses: 29 credit hours
- A.E.S. Degree Total: 66 Credit Hours

According to the Bureau of Labor Statistics Occupational Outlook Handbook, employment in engineering occupations is expected to grow seven percent from 2016 to 2026 which is about as fast as the average for all occupations. About 194,300 jobs are projected to be added. Most of the projected job demand for engineering occupations will be in areas such as rebuilding of infrastructure, renewable energy, oil and gas extraction, and robotics. The median annual wage for architecture and engineering occupations was \$79,180 in May 2017. The median annual wages for all occupations in this group was higher than the median annual wage for all occupations in the economy, which was \$37,690.

In fiscal year 2018, a total of 325 Associate in Engineering Science degrees were awarded at community colleges throughout Illinois as reported by the Illinois Community College Board.

I am pleased to recommend this new degree program to you and the Board of Trustees for approval and implementation for fall 2019.

S. Jenkins
3/2/19

Moraine Valley Community College
Associate in Engineering Science (AES) Degree
PROGRAM COMPOSITION
Proposed Effective Date August 2019

66 Credit Hours
Curriculum Code 2400

This program is a recommended pathway for students pursuing a Bachelor of Science in engineering degree who elect to complete the first two years of their engineering degree at Moraine Valley. By doing so, students can earn an Associate in Engineering Science (AES) degree. The program is suitable for all engineering majors, including but not limited to aerospace, agricultural and biological, architectural, chemical, civil, computer, computer science, electrical, energy management, engineering mechanics, engineering physics, general, industrial, materials science, mechanical, nuclear, and systems engineering. Students are advised to work early on with an academic advisor at the institution they intend to transfer to, as well as at Moraine Valley, to ensure they choose the appropriate courses.

Summary of Credit Hours Required

A. General Education Core Curriculum (IAI): 37 credit hours

1. Communication (9)
2. Mathematics (14)
3. Physical Science (8)
4. Humanities, Fine Arts and Social/Behavioral Sciences (6)

B. Baccalaureate Major/Minor and Elective Courses: 29 credit hours

Total A.E.S. Degree: 66 credit hours

Does not meet Illinois Articulation Initiative (IAI) – General Education Core Curriculum

The general education core curriculum requirements listed below does not satisfy the entire statewide Illinois Articulation Initiative (IAI) general education core; therefore students who complete this degree must meet the general education requirements for their bachelor's degree after transferring to a four-year institution. Some schools may also require admitted transfer students to complete an institution-wide and/or mission-related graduation requirement beyond the scope of the general education core. Students interested in a science or math discipline as a four-year major should consult the catalog of their transfer school and an academic advisor for appropriate requirements.

A. General Education Core Curriculum (IAI) – 37 credit hours as follows:

Communications (IAI) - 9 credit hours as follows:

COM-101	Composition I (3)
COM-102	Composition II (3)
COM-103	Speech Fundamentals (3)

Mathematics (IAI) - 14 credit hours as follows:

MTH-150	Calculus I & Analytic Geometry (5)
MTH-151	Calculus II & Analytic Geometry (5)
MTH-152	Calculus III & Analytic Geometry (4)

Moraine Valley Community College
Associate in Engineering Science (AES) Degree
PROGRAM COMPOSITION
Proposed Effective Date August 2019

Physical Science (IAI) - 8 credit hours as follows:

CHM-131 Chemistry (University Oriented) I (4)
PHY-203 Mechanics (4)

Humanities, Fine Arts, Social and Behavioral Sciences (IAI) – 6 credit hours as follows:

ECO-101 Principles of Macroeconomics (3)
OR
ECO-102 Principles of Microeconomics (3)
AND

Select a minimum of 3 credit hours from the following courses (not taken above):

Humanities (IAI)—

ARB-202 Arabic IV (4)
FRE-202 French IV (4)
HUM-101 Western Humanities I: Foundations (3)
HUM-102 Western Humanities II: Continuities (3)
HUM-115 World Mythology (3)
HUM-120 Women in the Humanities (3)
HUM-135 African & Middle Eastern Humanities (3)
HUM-140 Asian & Oceanic Humanities (3)
HUM-145 Native American Humanities (3)
LIT-213 American Literature I (3)
LIT-214 American Literature II (3)
LIT-215 Bible as Literature I (3)
LIT-216 Bible as Literature II (3)
LIT-217 Introduction to Poetry (3)
LIT-218 Introduction to Drama (3)
LIT-219 Women in Literature (3)
LIT-220 Introduction to Fiction (3)
LIT-221 English Literature I (3)
LIT-222 English Literature II (3)
LIT-223 Western Literature I (3)
LIT-224 Western Literature II (3)
LIT-225 Shakespeare (3)
LIT-226 Literature of the Non-Western World (3)
LIT-227 Literature as Film (3)
LIT-228 Latin American Literature (3)
LIT-230 African American Literature (3)
PHI-101 Introduction to Philosophy (3)
PHI-111 Critical Thinking (3)
PHI-120 World Religions (3)
PHI-125 Ethics (3)
PHI-200 Philosophy of Religion (3)
SPA-202 Spanish IV (4)

Moraine Valley Community College
Associate in Engineering Science (AES) Degree
PROGRAM COMPOSITION
Proposed Effective Date August 2019

SPA-213 Introduction to Hispanic Literature (3)

Fine Arts (IAI)

ART-110 Art Appreciation (3)
ART-205 Survey of Art I (3)
ART-206 Survey of Art II (3)
ART-208 Survey of Art III (3)
ART-209 Survey of Non-Western Art (3)
HUM-101 Western Humanities I: Foundations (3)
HUM-102 Western Humanities II: Continuities (3)
HUM-120 Women in the Humanities (3)
HUM-135 African & Middle Eastern Humanities (3)
HUM-140 Asian & Oceanic Humanities (3)
HUM-145 Native American Humanities (3)
LIT-227 Literature as Film (3)
MUS-106 Introduction to American Music (3)
MUS-107 Music Appreciation (3)
THE-105 Theatre Appreciation (3)
THE-107 Film Appreciation (3)
THE-110 History of the Theatre (3)
THE-111 History of Film (3)

Social/Behavioral Sciences (IAI)

ANT-201 Introduction to Physical Anthropology (3)
ANT-202 Introduction to Cultural Anthropology (3)
ANT-210 Introduction to Archaeology (3)
ECO-101 Principles of Macroeconomics (3)
ECO-102 Principles of Microeconomics (3)
GEO-101 Cultural Geography (3)
GEO-102 World Regional Geography (3)
GEO-201 Economic Geography (3)
HIS-101 Western Civilization I (3)
HIS-102 Western Civilization II (3)
HIS-150 World History to 1500 (3)
HIS-151 World History since 1500 (3)
HIS-201 American History I (3)
HIS-202 American History II (3)
HIS-210 History of Asia (3)
HIS-215 History of Africa (3)
HIS-220 History of Latin America (3)
PSC-103 Introduction to Political Science (3)
PSC-110 American National Government (3)
PSC-115 State and Local Government (3)
PSC-210 International Relations (3)
PSC-215 Comparative Government (3)

Moraine Valley Community College
Associate in Engineering Science (AES) Degree
PROGRAM COMPOSITION
Proposed Effective Date August 2019

PSC-225 Non-Western Comparative Politics (3)
PSC-245 Politics of the Middle East (3)
PSY-101 Introduction to Psychology (3)
PSY-104 Life-Span Developmental Psychology (3)
PSY-105 Child Psychology (3)
PSY-106 Adolescent Psychology (3)
PSY-202 Social Psychology (3)
PSY-210 Adult Psychology (3)
SOC-101 General Sociology (3)
SOC-102 Marriage and Family (3)
SOC-204 Sociology of Contemporary Social Problems (3)
SOC-210 Minority Groups (3)
SOC-215 Sociology of Sex and Gender (3)
SSC-101 Social Science I (3)

B. Baccalaureate Major/Minor Field and Elective Courses —29 credit hours as follows:

Engineering Specialty Courses—6 credit hours as follows:

EGN-110	Introduction to Engineering I	1
EGN-120	Introduction to Engineering II	2
EGN-201	Engineering Statics *	
OR		
EGN-202	Engineering Dynamics *	3

Major Field Courses—14 credit hours as follows:

CSC-140	Introduction to Computer Science	3
MTH-201	Differential Equations	3
PHY-204	Heat, Electricity and Magnetism	4
PHY-205	Waves and Modern Physics	4

Electives —At least 9 credit hours as follows:

CHM-132	Chemistry (University Oriented) II **	4
CSC-240	Advanced Computer Science	3
EGN-150	Engineering Graphics	3
EGN-201	Engineering Statics *	
OR		
EGN-202	Engineering Dynamics *	3
MIS-176	Java Programming I	3
MTH-210	Linear Algebra	3
MTH-215	Discrete Mathematics	3

* Engineering Pathways students must take at least EGN-201

** Engineering Pathways students must take CHM-132

Moraine Valley Community College
Associate in Engineering Science (AES) Degree
PROGRAM COMPOSITION
Proposed Effective Date August 2019

Suggested Schedule

Semester 1

COM-101	Composition I	3
CHM-131	Chemistry (University Oriented) I	4
ECO-101	Principles of Macroeconomics	
OR		
ECO-102	Principles of Microeconomics	3
EGN-110	Introduction to Engineering I	1
MTH-150	Calculus I/Analytic Geometry	<u>5</u>
		16

Semester 2

EGN-120	Introduction to Engineering II	2
COM-102	Composition II	3
MTH-151	Calculus II/Analytic Geometry	5
PHY-203	Mechanics	4
_____	Required Major Course Elective **	<u>3-4</u>
		17-18

** Note: Engineering Pathways students must take CHM-132

Semester 3

CSC-140	Introduction to Computer Science	3
EGN-201	Engineering Statics*	
OR		
EGN-202	Engineering Dynamics*	3
MTH-152	Calculus III/Analytic Geometry	4
PHY-204	Heat, Electricity, and Magnetism	4
COM-103	Speech Fundamentals	<u>3</u>
		17

* Note: Engineering Pathways students must take at least EGN-201

Semester 4

MTH-201	Differential Equations	3
PHY-205	Waves and Modern Physics	4
___ - ___	Required Major Course Electives	6-7
___ - ___	General Education Elective	<u>3</u>
		16-17

REVISED BOARD POLICY #7285
HUMAN RESOURCES: EDUCATIONAL BENEFITS

The revised policy is attached.

Recommended Action:

It is recommended that the Board approve the revision to Board Policy #7285, Human Resources: Educational Benefits, as presented.

Human Resources

Educational Benefits

The college encourages its employees to continue their formal education at Moraine Valley Community College and/or other institutions of higher education. Regularly scheduled benefit eligible full-time and part-time employees, in addition to tuition waivers at MVCC, are eligible for tuition reimbursement for courses taken at other recognized institutions of higher education in accordance with guidelines established by the Board.

An employee may take a work related course during normal working hours with the consent of the supervisor provided that release for class does not interfere with the efficient performance of the unit in which the employee works and provided such time as granted is made up within the week it was granted at a time or times satisfactory to the employee's supervisor.

The spouse of a regularly scheduled full-time employee and dependent children under the age of 26 and living in the employee's household are eligible to enroll in college courses at Moraine Valley Community College 100% tuition free [including any course fees] and subject to the following conditions: [1] For the purposes of this policy, semesters are defined as one of the traditional semesters: fall, spring, summer pre-session, and summer. The dependent child(ren) cannot turn 26 anytime during a traditional semester and still qualify for the waiver for that semester regardless of the start or finish date of the class within that semester; [2] the tuition waiver is limited to courses applicable to the Associate Degree, college credit Certificate Programs, and/or remedial developmental courses as designated by state code; [3] for courses in which admission to a specific instructional program is a condition of registration, such as Nursing, Respiratory, etc., tuition shall be waived only in the event that space is available in the program after all qualified tuition-paying students have been admitted. This does not preclude admission and registration as a tuition paying student. If any employee dies while employed full time, the above benefit described in this paragraph shall be extended to the employee's child(ren) while the child(ren) is under the age of 26.

A retiree may enroll in credit and non-credit courses at Moraine Valley Community College 100% tuition free (the retiree must pay for course materials and/or fees for all courses) subject to the following conditions: [1] no paying student shall be bumped from the course; [2] a maximum of two (2) seats per non-credit course are available to retirees; [3] decisions to run or cancel a course shall be based upon the number of paying students enrolled disregarding non-paying students.

Policy
Adopted: 11/20/84
Amended & replaces
#7285, 7286, 7287
& 7288
Reviewed: 10/12/95
Amended: 12/17/09
Amended: 10/17/12
Amended: 10/7/14
Amended: 6/17/15
Amended: 3/20/18
Amended:

MORaine VALLEY COMMUNITY
COLLEGE
Palos Hills, Illinois

RESOLUTION FOR
NATIONAL COMMUNITY COLLEGE MONTH
APRIL 2019

(See attached resolution)

Recommended Action:

It is recommended that the Board of Trustees approve the attached resolution celebrating National Community College Month in April 2019.

RESOLUTION

WHEREAS, Moraine Valley Community College serves the residents of District #524 with a broad array of educational services, including transfer education, two-year degree programs, workforce preparation, enrichment programs and services, and continuing education; and

WHEREAS, Moraine Valley Community College promises to provide a student-centered environment and to focus all college staff and resources in support of student learning, student development, and student success; and

WHEREAS, Moraine Valley Community College enjoys a special partnership with business, industry and government that benefits the local economy by providing educational opportunities for new and current employees; and

WHEREAS, Moraine Valley Community College is a partner in education with local elementary and high schools, fostering high quality instruction at all levels of education; and

WHEREAS, Moraine Valley Community College is a resource for community services, including cultural programs, educational and career counseling, and special events for the entire family; and

WHEREAS, 3,620 associate degrees and certificates were awarded from Moraine Valley last year and 23,362 students took advantage of credit classes at Moraine Valley last year;

THEREFORE, BE IT RESOLVED THAT the Moraine Valley Community College Board of Trustees hereby joins in celebrating National Community College Month in April 2019 in honor of the nearly 1,200 community colleges in the country and their role in offering educational opportunities.

DATED: March 19, 2019

John R. Coleman, Chair
Board of Trustees

ATTEST:

Sandra S. Wagner
Secretary of the Board

DATE: March 12, 2019

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

FROM: Jane M. Bentley
Director of Purchasing

RE: **Class Schedule Mailer and Noncredit Mailer Fall 2019-Summer 2020 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 Tuesday, March 5, 2019 at 11:15 A.M. in, Room L 187. Forty-one (41) specifications were mailed. One (1) bid and two (2) “No Bid” were received. The results of the bid on the attached sheet. 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 annual class schedule mailer and noncredit mailer are marketing tools distributed three (3) times per year in the fall, spring, and summer, to district residents and businesses to promote the college and its services and provide a schedule of classes. The class schedule features credit classes, and the noncredit schedule features noncredit classes. This year, printers were asked to bid on the class schedule mailer in its traditional, oversized format and the noncredit schedule (Option A) and also asked to bid on a reduced-size format of the class schedule mailer and the noncredit schedule (Option B). Reducing the overall size of the class schedule mailer increases the page count, but it also reduces the overall cost of the piece and creates efficiency in the production process. The noncredit schedule specifications were the same in both options.

It is recommended that the college proceed with Option B, the class schedule mailer with 8-page cover and the noncredit mailer, in order to benefit from a nearly \$32,500.00 cost savings, but also retain a similar amount of high-quality marketing content.

RECOMMENDED ACTION: Whereas Precise Printing Network, of Glendale Heights, Illinois is the sole 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 **\$ 259,690.00 to Precise Printing Network** for a quantity of 187,500 of the Option B Fall 2019-Summer 2020 Class Schedule Mailer and a quantity of 183,000 of the Option B Fall 2019-Summer 2020 Noncredit Mailer, with the additional 8-page text as needed of \$2,300.00 for each of the Class Schedule and \$2,095.00 for each of the Noncredit Mailer.

DATE: March 12, 2019

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

FROM: Jane M. Bentley
Director of Purchasing

RE: Fall 2019-Summer 2020 Blue Island and Southwest Education Center
Neighborhood Mailers 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 Tuesday, March 5, 2019 at 11:00 A.M. in, Room L 187. Thirty-eight (38) specifications were mailed. Four (4) bids were received. The results of the bid on the attached sheet. 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 Blue Island and Southwest Education Center neighborhood mailers are marketing tools distributed three (3) times per year in the fall, spring, and summer, to residents and businesses in Tinley Park and Blue Island respectively. The purpose is to promote the site and its services and provide a schedule of classes.

RECOMMENDED ACTION: Whereas Precise Printing Network, of Glendale Heights, 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 **\$60,975.24 to Precise Printing Network for the Fall 2019-Summer 2020 Blue Island and Southwest Education Center Neighborhood Mailers Bid.**

DATE: March 11, 2019

TO: Theresa O’Carroll, Vice President of Financial and Business Services
Kamlesh Sanghvi, CIO

FROM: Patti Stimatz, Manage User Support Services

RE: **College Life-Cycle Management (LCM) Equipment Phase III Purchase**

In February 2016, the Board of Trustees approved the recommendation for the Life-Cycle Management (LCM) schedule for technology equipment for the college. The LCM project is a long-term rotational plan to replace obsolete products on a cyclical basis allowing the college to be competitive in the area of technology at all times. Specific products were assigned appropriate lifetime usage based on industry standards.

The college is currently standardized in Dell for the desktop computer fleet. For this second stage of the Phase III LCM schedule, the college will replace a total of ninety-six (96) computers and monitors and one-hundred sixty (160) VDI clients for use in classroom and open student use areas, most notably the B203, B226, T706 and eleven (11) units for administrative and faculty offices. Three (3) iMac computers and five (5) MacBook AIR laptops will also be purchased. Additionally, fifty-four (54) HP printers will be purchased for replacement of older administrative models, six (6) Canon printers will be purchased to replace older pay-to-print units on campus and one (1) multi-function color copier will be purchased for the HR administrative office. The college is receiving pricing for the Dell equipment as part of the Midwestern Higher Education Compact (MHEC) Consortium per agreement number MHEC-07012015.

RECOMMENDED ACTION

Whereas Dell Computers, of Round Rock, Texas, has submitted MHEC contract pricing for the purchase of ninety-three (93) micro-computers, five (5) mounts, three (3) small computers, one-hundred and sixty (160) VDI clients, ninety-six (96) 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 **\$109,678.56**.

Whereas Canon Solutions America, of Schaumburg, Illinois, has submitted the lowest responsible proposal for the purchase of one (1) multi-function color copier, fifty-four (54) HP LaserJet printers and six (6) Canon LaserJet printers, 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 **\$40,564.52**.

Whereas Apple Inc of Austin, Texas, has submitted the lowest responsible proposal for the purchase of three (3) iMac computers with Apple Care, and five (5) MacBook AIR laptops with Apple Care, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to **Apple Inc**, in the amount of **\$11,754.00**.

Total Cost of this purchase: \$161,997.08

**STATEMENT OF FINAL COMPLETION OF
STATE AND LOCALLY FUNDED PROJECTS:**

MVCC – Campus Security-Camera Upgrade

Moraine Valley Community College Building F Roof Replacement

Building T HVAC Upgrades, Phase One

(see attached)

Recommended Action:

It is recommended that the Board of Trustees approve the Statements of Final Completion for the above-named projects.

Protection, Health, and Safety Project
Statement of Final Construction Compliance

ICCB Project Title MVCC - Campus Security-Camera Upgrade
ICCB Project # T2442-1215

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Legat Architects
651 W. Washington Suite One
Chicago, IL 60004

Final cost of the project:

Approved Budget \$ 500,000 _____ Actual Cost \$ 607,734 _____

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

2/14/2019

Date

001-12958

Illinois Registration or License Number



Approved by the _____ Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

State and Locally Funded Projects
Statement of Final Completion

ICCB Project Title: MVCC - Campus Security-Camera Upgrade
 ICCB Project # _____

Name and address of architect/engineer providing the Statement of Final Completion:

Legat Architects
 651 W. Washington Suite One
 Chicago, IL 60004

Final cost and scope of the project:

Approved Budget	\$500,000	Actual Cost	\$607,734
Approved Scope:		Actual Scope:	
Classrooms	_____	_____	_____
Laboratories	_____	_____	_____
Offices	_____	_____	_____
Study	_____	_____	_____
Special Use	_____	_____	_____
Support	_____	_____	_____
Other	<u>Not applicable</u>	<u>Not Applicable</u>	<u>Not Applicable</u>
TOTAL NASF	_____	_____	_____
TOTAL GSF	<u>Not Applicable</u>	<u>Not Applicable</u>	<u>Not Applicable</u>

I have reviewed the originally approved construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.

[Signature]
 Architect/Engineer's Signature

2/14/2019
 Date

001-12958
 Illinois Registration or License Number

 District Official's Signature

 Date



State and Locally Funded Projects
Statement of Final Completion

ICCB Project Title: Moraine Valley Community College Building F Roof Replacement
 ICCB Project # T2442 - 1215

Name and address of architect/engineer providing the Statement of Final Completion:

Final cost and scope of the project:

Approved Budget \$593,800.00 Actual Cost \$632,925.00

Approved Scope: Actual Scope:

Classrooms	_____	_____
Laboratories	_____	_____
Offices	_____	_____
Study	_____	_____
Special Use	_____	_____
Support	_____	_____
Other	_____	_____
	Roof	Roof
TOTAL NASF	30,000	30,000
TOTAL GSF	30,000	30,000

I have reviewed the originally approved construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.


 Architect/Engineer's Signature

3/1/19
 Date

001-011633
 Illinois Registration or License Number

 District Official's Signature

 Date



Protection, Health, and Safety Project
Statement of Final Construction Compliance

ICCB Project Title: Moraine Valley Community College Building F Roof Replacement

ICCB Project # T2442-1215

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Final cost of the project:

Approved Budget \$593,800.00

Actual Cost \$632,925.00

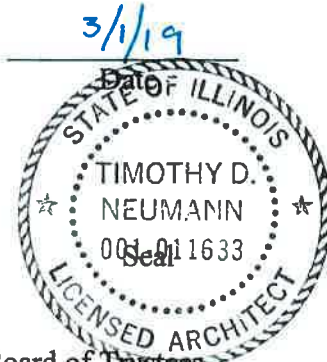
I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

001-011633

Illinois Registration or License Number



Approved by the _____ Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

ICCB Project Title: Building T HVAC Upgrades, Phase One

ICCB Project # N/A

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Brandon Fortier
IMEG Corp.
1100 Warrenville Road, Suite 400W
Naperville, IL 60563

Final cost of the project:

Approved Budget \$1,000,000

Actual Cost \$1,100,030.45

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.

[Signature]
Architect/Engineer's Signature

2/21/19
Date

062.061207
Illinois Registration or License Number



Approved by the _____ Board of Trustees

Ex 2 11/30/19

Date _____

Signed _____, Chairperson

_____, Secretary

DATE FOR SPECIAL BOARD MEETING

The election for community college trustees will be held on April 2, 2019. The Cook County Clerk has 21 days after the election (April 23, 2019) to conduct a canvass and declare winners. Community college boards must hold a special meeting to swear in the newly elected trustees and reorganize no later than the 28th day after the election (April 30, 2019).

Recommended Action:

It is recommended that the Board of Trustees hold a special meeting at 6:00 p.m. on Tuesday, April 30, 2019 for the purpose of Board reorganization.