

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, August 20, 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 - Public Hearing on Budget, June 18, 2019
 - 2) Unapproved Minutes - Regular Meeting, June 18, 2019
 - 3) Unapproved Minutes - Special Meeting/Board Retreat, July 20, 2019
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
 - 1) Student Trustee Report – Williams
6. **REPORTS OF ADMINISTRATION**
 - 1) Presentation to Carey Cipolla (retirement)
 - 2) Presentation to Mark Gurra (retirement)
 - 3) President's Report
 - Board Retreat Recap
 - Illinois Equity in Attainment (ILEA)
7. **COMMUNICATIONS**
 - 1) Letter from Illinois Community College Board and Illinois Board of Higher Education Congratulating Moraine Valley Faculty Member Tanginia Southall, Named 2019-2020 IL Gateways to Opportunity Faculty Fellow
 - 2) Letter from Columbia College/Chicago re Moraine Valley Student Kirsten Baity's Selection as Recipient of a \$12,000 Chicagoland Transfer Award (CTA) Scholarship
 - 3) Letter from the Association of Community College Trustees (ACCT) Announcing Dr. John Sands as Central Regional Faculty Member Award Recipient
 - 4) Letter of Notification from the Illinois Community College Board (ICCB) for Approval of Associate in Engineering Science (A.E.S.) Degree
 - 5) Letter from the Midwest Association of Student Employment Administrators Naming Tianna Richards the State of Illinois Student Employment Supervisor of the Year for 2019
8. **FINANCIAL STATEMENT**

For JUNE 2019:

- 1) Treasurer's Report
- 2) Budget Summary Report

For JULY 2019:

- 3) Treasurer's Report
- 4) Budget Summary Report

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

9. WARRANTS

- 1) * Account Expenditure Summaries (including Travel Expense Reimbursements)
 - a. **FOR JUNE 2019**
 - b. **FOR JULY 2019**
- 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
- 4) Leave of Absence (LOA)
- 5) * Resignations/Terminations
 - a. * Retirement - Support Staff
 - b. * Retirement - Police
- 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)

11. UNFINISHED BUSINESS

12. NEW BUSINESS

- 1) * Affiliation Agreement with Cook County Health and Hospitals System (Nursing)
- 2) * Affiliation Agreement with Hinsdale Orthopaedics (Medical Imaging)
- 3) * Affiliation Agreement with Manor Care West (Basic Nurse Assistant)
- 4) * Affiliation Agreement with Presence Behavioral Health-Addiction Services (Addictions Studies)

- 5) * Affiliation Agreement with Roseland Community Hospital Association (Nursing, Basic Nurse Assistant)
- 6) * Board Policy - Finance - #8310 Investment Policy (revision)
- 7) * Trust for Capital Development Board Project: Parking Lots D1 and D2
- 8) * Amendment to Trust Agreement for Capital Development Board Project: Fine and Performing Arts Center (FPAC) Boilers
- 9) * Concept 3D Campus Mapping Software
- 10) * Ford 2020 Pickup Truck and Ford 2020 Transit Connect Vans Bid
13. **MISCELLANEOUS**
14. **AUDIENCE PARTICIPATION**
15. **CLOSED SESSION** - Motion to adjourn to closed session to discuss collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees, pursuant to Section 2(c)(2) of the Illinois Open Meetings Act.
16. **ADJOURNMENT**

Agenda Item 3.0
August 20, 2019

MINUTES

Approved Minutes of the Regular Meeting of May 14, 2019

Enclosed

APPROVED

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

The Governing Board of Moraine Valley Community College, District No. 524, Regular Meeting, was held on Tuesday, May 14, 2019, in the Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465.

I. CALL TO ORDER

The meeting was called to order by Chair Kimberly Hastings Cristelli at 6:00 PM.

II. ROLL CALL

Present: Kimberly Hastings Cristelli, Chair; Bernadette Barrett; John Coleman; Beth McElroy Kirkwood; Joseph Murphy; Patricia Joan Murphy; Brian O'Neill; Andrew Williams, Student Trustee

Absent: None

III. MINUTES

The Board of Trustees, having reviewed the unapproved Minutes of the Regular Meeting of April 16, 2019, the unapproved Minutes of the Special Meeting of April 30, 2019, and the unapproved minutes of the Closed Session Held April 16, 2019, 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. Williams provided information about himself, reporting that he attended the Chicago High School for Agriculture before coming to Moraine Valley. He is the youngest of seven children in his family and is athletic, having participated in football, basketball, track and field. His goals include graduating

with a 3.4 GPA or higher, achieving a Bachelor's Degree in Biology with a minor in Geology, pursuing a Masters and a doctorate. He serves as vice president for the Black Student Association, is also a member of ALAS and M.A.N. Up. He chose to attend Moraine Valley because family members had previously attended and for its affordability and diversity. As Student Trustee, his plans include increasing student involvement and providing a 30-day, 60-day, and 90-day plan for action, and he will also conduct a survey of students about issues of priority to them.

VI. REPORTS OF ADMINISTRATION

6.1 Strategic Planning Update

Dr. Margaret Lehner, Vice President of Institutional Advancement, provided a brief overview of the process for the strategic plan for 2019-2024, the work for which has been underway over the last two years. She introduced Dr. Sadya Khan, Director of Institutional Research and Planning, and Dr. Sharon Katterman, Director of Resource Development and Institutional Effectiveness, who shared information about why a strategic plan is necessary, the process used to develop the plan, and the various meetings and many constituents—internal and external—who provided input. The strategic plan will increase student success, prepare the college and its students for the future, continue the college's continuous improvement initiative, and it is, also, part of the college's accreditation requirements. The development of the plan involved a number of workshops, each with the strategic plan team and various internal and external constituents. The series of workshops were followed by open comment opportunities offered through the college's website as well as a link sent to all staff as well as participating community members. As a result of this process, "innovation" was added to the college's mission statement and "inclusion" and "equity" were added to the college's core values.

6.2 Presentation to Cindy Knafl

On behalf of the Board and the administration, Chair Cristelli presented Cindy Knafl, Library Assistant II, with a retirement gift and thanked her for her almost 30 years of service to the college.

6.3 Presentation to Donna Parks

Agenda Item 6.3 is removed from the agenda. Ms. Parks was unable to attend the meeting.

6.4 Presentation to Colette Schrank

On behalf of the Board and the administration, Trustee Joe Murphy presented Colette Schrank, Professor, Medical Terminology/Phlebotomy, with a retirement gift and thanked her for her nearly 30 years of service to the college.

6.5 Recognition of Student Accomplishments

- League for Innovation Art and Literary Competition Winners
- Skyway Conference Art, Writing, STEM & Jazz Competition Winners
- Illinois Board of Higher Education (IBHE) James L. Applegate Student Art Exhibition

Printed booklets of the college's League Art and Literary winners were provided to the Board members.

Dr. Lisa Kelsay, Assistant Dean, Liberal Arts, shared a brief overview of Skyway, indicating that Moraine Valley was this year's host for the Skyway art competition. She presented Dr. Jenkins and the Board with the plaque for the College Students Education International (ACPA) award that has been traveling around to the Skyway colleges this past year and will now be displayed at Moraine Valley Community College.

Dr. Kelsay and Lynn Peters, Professor of Art and Coordinator for the art competitions, recognized the following League and Skyway Conference Art competition students. Those students in attendance (*) received certificates and awards.

Rachel Derivera (League - "Sea Diver" – Paper Cut)

Melanie Eloiza (League & Skyway - "Self Portrait" – Pastel and Conte) and
(Skyway – "Adventurer" – Charcoal)

*Ryan Harper (League - "Advanced Computer Art" – Adobe Photo Shop)

*Khalil Jordan (Skyway – "Peppermint Mocha" – Digital)

Ewelina Jurkowski (Skyway - "Orange You Glad" – Multimedia)

Sydney Rastrullo (Skyway – "Ian" – Digital Print)

*Leona Petreilus Siliunas (League - "When the Moon Weeps" – Monoprint)

Patrycja Sz wajnos (League - "Untitled" – Ceramics)

Dr. Kelsay and Lynn Peters recognized the following students for being selected for the Illinois Board of Higher Education Art Exhibition. Those students in attendance (*) received certificates and awards.

Sahar Ayyad (*Flower*)
Rachel Derivera (*Fall*)
Genae Grabowski (*Leaf it to Droplets*)
Abby Hanrahan (*Untitled*)
*Lauren Hickey (*Beekeeper*)
*Jennifer Kosiewicz (*Untitled*)
Jessica Rupp (*Garden of Light*)
*Vanessa Sevilla (*The Fog*)
*Cassie Shanklin (*Ducks in Pond*)

Dr. Kelsay reported that Dougless Bratt couldn't be here this evening, and on his behalf, she recognized the winners for the Skyway Jazz Festival competition and presented those in attendance (*) with certificates: Vicki Beck (Trumpet – Honorable Mention), Craig Buckner (Drums – Honorable Mention), Carl Coan (Jazz Combo - Outstanding), Paul Howard (Jazz Combo - Outstanding), *John Poindexter (Drums – Honorable Mention), and John Ruf (Alto Sax – Honorable Mention).

Lisa Kelsay and Dr. Ryen Nagle, Dean of Science, Business & Computer Technology, recognized the following students who received awards in the Skyway STEM (Science, Technology, Engineering & Mathematics) poster competition. Those students in attendance (*) received certificates and awards.

First Place: Kenneth Melody and Ethan Gallant (*Stars and Their Planets: Searching for Relationships in Kepler Telescope Data*) – Physical Science Category
Second Place: *John Connolly, *Bradly Bozzetti, *Anton Sebastian and Gamaliel Ruiz (*Designing a Marker Refilling System to Reduce Plastic Waste from Whiteboard Markers*) – Engineering, Mathematics & Technology Category
Second Place: Lukas Renfree (*Using a Computer Program to Evaluate Student Schedules to Calculate Ideal Days and Times for Faculty Office Hours*) - Engineering, Mathematics & Technology Category

Dr. Kelsay and Carey Millsap-Spears, Professor of Communications, and Coordinator for the writing competitions, recognized the following League Literary and Skyway Conference Writer's Festival competition winners. Those in attendance (*) received certificates and awards.

- Amjad Ali (League - “Forgotten” – 3rd Place Poetry)
Kirsten Baity (League - “For Those Who Won’t Be At Pride” – 2nd Place Poetry) and (“Broken Mirrors” – League 1st Place Drama and Skyway 2nd Place)
*Jessica Fassel (League - “Replacing Pain is a Learned Habit” – 1st Place Poetry)
Joslin George (League - “Pity Party” – 2nd Place Personal Essay)
Raven Terry (League - “Without Further Ado” – 3rd Place Personal Essay)
*Nijoud Zaidiyeh (League - “An Interview with a Loved One” – 1st Place Personal Essay)

Photos of each group of winners present were taken, and all the students were congratulated for their creativity and achievement.

- Forensics Team

John Nash, Professor of Communications and Director of Forensics, and Amanda Pettigrew, Assistant Professor of Communications and Assistant Director of Forensics, shared information about the forensics team’s achievements this year. The team traveled to Reno, Nevada in April for the National Phi Rho Pi tournament, returning home with five individual titles and an overall team silver medal. Moraine Valley’s volunteer coach, Jeff Rieck, received the 2019 Collie-Taylor Coaches Fellowship Award. Earlier, in March, the team competed in the Region IV Phi Rho Pi tournament at Prairie State College, taking home a gold medal in overall, and the team’s captain, Natalie Jurcik, won four gold medals and the Cherry Cory Award. Several team members were present, and while introducing them, Mr. Nash highlighted some of their achievements: Breanne Frausto, Peter Granato, Jenniver Gutierrez, Abby Hanrahan, David Ward, Natalie Jurcik. Amanda Pettigrew publicly commended John Nash, who is in his fifth year as secretary of Phi Rho Pi and also serves as its webmaster. She and John reported that MVCC partnered with the University of Wisconsin to host a speech tournament, naming the tournament after Dr. Wally Fronczek, Dean of Liberal Arts. On behalf of the team, a t-shirt was presented to Dr. Fronczek and the Phi Rho Pi silver team award plaque was presented to Dr. Jenkins.

6.6 President’s Report

- Graduation Update – Dr. Jenkins reported that this year’s graduation, the college’s 50th annual graduation ceremony, will include nearly 600 graduating students. She also reported that the college has awarded 3,000 degrees and certificates to students who have met degree and certificate

requirements during this year. Senator Richard Durbin will be the keynote speaker for the ceremony.

Dr. Jenkins also recognized Senator Ed Maloney in the audience, who shared some brief comments, indicating that the legislature in Springfield has been serious about its work on a budget for the state. He also shared information that the state’s assets and revenues are higher than anticipated.

VII. COMMUNICATIONS

- 7.1 Letter from Accreditation Commission for Education in Nursing (ACEN) re Continuing Accreditation for the Nursing Program
- 7.2 Letter from Kantar Employee Insights Division re MVCC Best-in-Class Employer 2018

VIII. FINANCIAL STATEMENT

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$119,233,034.16 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. O’Neill to approve the following consent agenda items, excluding Agenda Item 12.5, which is deferred to the June meeting:

IX. WARRANTS

The warrant summaries are presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$5,601,246.88
9.3	Operation & Maintenance Fund	963,326.74
9.4	Operation & Maintenance Fund (Restricted)	44,534.73
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	807,503.96
9.7	Restricted Purpose Fund	1,173,913.24

9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	16,213.40
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	-0-
(DOCUMENT C - SUPPLEMENT TO MINUTES)		

X. REPORT OF PERSONNEL

Chair Cristelli publicly identified the nature of the agenda items contained in the Report of Personnel.

10.1-1 Full-Time

- Derrick Allen - Police Officer, Police Department - effective 5/20/19
 - George Barack - Community Service Officer, Police Department – effective 5/28/19
 - Tanya Cardona - Registration Representative, Registration and Records - effective 5/20/19
 - Jennifer Markacek - Academic Services Specialist, Academic Services - effective 5/28/19
 - Laurie Reese - Manager, Employee Training and Development, Center for Teaching and Learning - effective 5/20/19
- (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

None.

10.1-5 Resignations/Terminations

- Jesse Cullotta – Custodian, Campus Operations – resignation effective 5/16/19
- Azim Husain - Computer Operator, Application & Web Services – rescind Acceptance - effective 4/29/19

James Loughlin - Assistant Director, Corporate, Community & Continuing Education – resignation effective 5/31/19

Thomas Sinagra - Lead Event Set-Up Worker, Campus Operations – resignation effective 5/15/19

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Administrative and Professional

Wenney Tse – Applications Developer, Application and Web Services – retirement effective 12/31/19

(DOCUMENT G - SUPPLEMENT TO MINUTES)

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

Daryl Bernard - from Police Officer, Police Department to Sergeant – effective 5/20/19

Linda DeSouza – from P.T. Departmental Assistant, Liberal Arts to F.T.

Departmental Assistant, Center for Teaching and Learning - effective 5/20/19

Emmanuel Esperanza Jr. – from Director of Registration & Records,

Registration & Records to Assistant Dean of Enrollment Services – effective 5/20/19

Mark Gurra – from P.T. Police Officer, Police Department to F.T. Police Officer - effective 5/20/19

(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.6(a) Department Chair Appointment

It is recommended that the following individuals be appointed Department Chairs for the 2019-2020 and 2020-2021 academic years per the terms and conditions of the negotiated agreement:

Career Programs

Dr. Michael Espinoza Department Chair, Public Service

Dr. Kelli Nickols Department Chair, Nursing

Beth Romanzow Department Chair, Health Sciences

David Viar Department Chair, Mechanical Technologies

Enrichment Programs & Services

Dr. John Halliwell Department Chair, Developmental Education

Learning Resources Center

Dr. Troy Swanson Department Chair, Library/Learning Resources

Liberal Arts

Aileen Donnersberger Department Chair, Social Sciences

Dr. Thomas Dow	Department Chair, Communications/ Literature/Languages
Nicholas Thomas	Department Chair, Humanities & Fine Arts
Dr. Amy Williamson	Department Chair, Behavioral Sciences
<u>Science, Business & Computer Technologies</u>	
Michelle August	Department Chair, Information Management Systems
Joseph Flynn	Department Chair, Business
Sandra Gibbons	Department Chair, Biological Sciences
Dr. Amy Madden	Department Chair, Mathematics
Dr. John Sands	Department Chair, Computer Integrated Technologies
<u>Student Development</u>	
Sumeet Singh	Department Chair, Counseling & Advising

(DOCUMENT I - SUPPLEMENT TO MINUTES)

XI. UNFINISHED BUSINESS

None.

XII. NEW BUSINESS

Chair Cristelli identified the nature of the agenda items contained in New Business.

12.1 Affiliation Agreement with Advocate Health & Hospitals Corporation, d/b/a Advocate Christ Medical Center (Recreational Therapy)

It is recommended that the Board of Trustees approve the affiliation agreement with Advocate Health & Hospitals Corporation, d/b/a Advocate Christ Medical Center, for Recreational Therapy.

(DOCUMENT J - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Palos Fire Protection District (Fire Science Programs)

It is recommended that the Board of Trustees approve the affiliation agreement with Palos Fire Protection District for Fire Science Programs.

(DOCUMENT K - SUPPLEMENT TO MINUTES)

12.3 Education Affiliation Agreement with Gottlieb Memorial Hospital
(Health Information Technology)

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

12.4 Education Affiliation Agreement with Loyola University Medical
Center (Health Information Technology)

It is recommended that the Board of Trustees approve the education affiliation agreement with Loyola University Medical Center for Health Information Technology. (DOCUMENT M - SUPPLEMENT TO MINUTES)

12.5 Approval of 2019-2024 Strategic Plan

Agenda Item 12.5 was excluded from the consent agenda and deferred to the June Board Meeting. (DOCUMENT N - SUPPLEMENT TO MINUTES)

12.6 Elevator Preventive Maintenance Program Bid 2019-2022

Whereas Advanced Elevator Company, of Aurora, Illinois, is the lowest responsible and responsive bidder to meet specifications, it is recommended that the Board of Trustees award this bid to, in the specified yearly amounts over a Three (3) year period, July 2019 – June 2022:

July 1, 2019 – June 30, 2020	\$19,600.00
July 1, 2020 – June 30, 2021	\$20,188.00
July 1, 2021 - June 30, 2022	\$20,794.00
Total Contract:	\$60,582.00

(DOCUMENT O - 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, 10.1-5(a), 10.1-6, and 10.1-6(a); and 12.1, 12.2, 12.3, 12.4, and 12.6:

Yes: Barrett, Coleman, Kirkwood, J. Murphy, P. Murphy, O’Neill, Cristelli

Student

Advisory: Yes

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. ADJOURNMENT

The meeting adjourned at 7:07 PM.

BOARD REPORTS AND/OR REQUESTS

5.1 Student Trustee Report - Williams

Verbal

REPORTS OF ADMINISTRATION

- | | | |
|-----|--|--------|
| 6.1 | Presentation to Carey Cipolla (retirement) | Verbal |
| 6.2 | Presentation to Mark Gurra (retirement) | Verbal |
| 6.2 | President's Report | Verbal |
| | <ul style="list-style-type: none">• Board Retreat Recap• Illinois Equity in Attainment (ILEA) | |

COMMUNICATIONS

- 7.1 Letter from Illinois Community College Board and Illinois Board of Higher Education Congratulating Moraine Valley Faculty Member Tanginia Southall, Named 2019-2020 IL Gateways to Opportunity Faculty Fellow Enclosed
- 7.2 Letter from Columbia College/Chicago re Moraine Valley Student Kirsten Baity's Selection as Recipient of a \$12,000 Chicagoland Transfer Award (CTA) Scholarship Enclosed
- 7.3 Letter from the Association of Community College Trustees (ACCT) Announcing Dr. John Sands as Central Regional Faculty Member Award Recipient Enclosed
- 7.4 Letter of Notification from the Illinois Community College Board (ICCB) for Approval of Associate in Engineering Science (A.E.S.) Degree Enclosed
- 7.5 Letter from the Midwest Association of Student Employment Administrators Naming Tianna Richards the State of Illinois Student Employment Supervisor of the Year for 2019 Enclosed



June 14, 2019

Dear Tanginia Southall:

On behalf of the Illinois Board of Higher Education (IBHE) and the Illinois Community College Board (ICCB), we congratulate you on being named a 2019-2020 Illinois Gateways to Opportunity Faculty Fellow. Funded by the Robert R. McCormick Foundation, the groundbreaking work you are undertaking with other early childhood experts from public and private institutions of higher education across Illinois will result in a suite of well-designed assessment tools and practices to support a competency-based system of preparation, credentialing, and professional development for the field of early childhood care and education. Your contributions are essential to this effort, and your selection as a Faculty Fellow is indicative of the expertise you bring to the same.

The import of this Fellowship initiative cannot be overstated. The field of early childhood care and education is situated at the nexus of educational issues critical for children, families, communities, and indeed, our State. Your work to prepare skillful, highly qualified professionals for the field directly contributes to the quality of early care and education programs that, in partnership with families and communities, create wonderful places for young children to grow and develop – with significant, positive, long-term effects. Your field also makes it possible for parents and other family members to pursue their own educational and career aspirations.

This fellowship, and the assessment development work you are undertaking with other early childhood education experts across Illinois, will contribute substantially to furthering career pathways for the field that allow individuals aspiring to enter and those already employed to advance their knowledge and skills, attainment of credentials and degrees, and professional opportunities. The IBHE and ICCB, in partnership with the Governor’s Office of Early Childhood Development and the Illinois Network of Child Care Resource and Referral Agencies, appreciate the essential role of higher education faculty leaders in shaping and bringing to fruition, at individual, programmatic, institutional, and state levels, these aims.

In recognition of your contributions as a 2019-2020 Illinois Gateways to Opportunity Faculty Fellow, a copy of this letter will also be sent to your institutional president and academic dean. We wish you continued success in your endeavors.

Sincerely,

Dr. Brian Durham
ICCB Executive Director

Nyle D. Robinson
IBHE Executive Director

cc: Sylvia Jenkins, President
Aileen Donnersberger



From: Herrera, Holly
Sent: Wednesday, July 17, 2019
To: President
Subject: Chicagoland Transfer Award announcement

Good morning,

I write with exciting news; a Moraine Valley Community College student has been selected as the recipient of a \$12,000 Chicagoland Transfer Award (CTA) by Columbia College Chicago!

With over 75 applications for 10 scholarships of \$12,000 each and one full-tuition scholarship, the selection process was difficult. However, selecting Ky (Kirsten) Baity as a scholarship recipient was clear-cut.

The CTA essay asked scholarship applicants to describe how their community college experience has prepared them for success at Columbia. Ky described the opportunity for her to find community or “my people” (as she described them) at Moraine Valley within her classes, but also through the speech team and connections made through the theatre department. Her enthusiasm was palpable!

Thanks to everyone at Moraine Valley Community College for truly living your vision and values and providing diverse learning opportunities for all who walk through your doors. From all of us at Columbia College Chicago, we look forward to following in your footsteps and continuing to support your students after their transfer.

All my best,
Holly

Holly Herrera, Ph.D.
Associate Provost for Transfer Initiatives and Academic Partnerships
Office of the Provost
Columbia College Chicago
Pronouns: she/her/hers

600 S. Michigan Ave., Suite 601A
Chicago, IL 60605
O: 312-369-6499

July 31, 2019

John Sands
Professor, Moraine Valley Community College
9000 W College Parkway
Palos Hills, IL 60465

Dear John,

On behalf of the ACCT Board of Directors, I am pleased to inform you that you have been chosen as the recipient of the 2019 Central Regional Faculty Member Award. This award will be presented at the Friday Regional Awards Luncheon during the 50th Annual ACCT Leadership Congress, which will take place in San Francisco at the Hilton San Francisco Union Square hotel, October 16-19.

The Friday Regional Awards Luncheon is scheduled for Friday, October 18 from 12:00 p.m. – 2:00 p.m. All Regional ACCT Awards recipients will be recognized as a group during the Friday luncheon this year so that the collective excellence of ACCT members can be celebrated as a whole, culminating in the presentation of the ACCT Awards Gala on Friday evening. This change is designed to elevate the awards by focusing the day's attention on the awards program, honoring excellence among the ACCT membership.

We hope that you will be available to personally accept this award. There will be reserved seating for you and others attending from your college at the Friday Regional Awards Luncheon. In order to be sure ACCT staff holds the proper number of seats, please complete the attached form and FAX it back to: Jee Hang Lee, at (202) 379-9012 or e-mail it to jhlee@acct.org, **no later than Friday, August 23rd**.

Please arrive at the Friday Regional Awards Luncheon at 11:30 a.m. (thirty minutes before the session begins) and assemble with the other honorees at the front of the room next to the stage. Jee Hang will be there to review the program and assist in the presentation ceremony.

Additionally, as the Regional Award Recipient, you will be the *sole nominee* from your region for the prestigious William H. Meardy Faculty Member Award that will be presented at the Annual Awards Gala on Friday, October 18 from 7:00 p.m. – 10:00 p.m. All Regional Award winners will be recognized at the Awards Gala where the ACCT Chair will, **for the first time**, announce the winner of the William H. Meardy Faculty Member Award. There will be seats for those attending from your college at a reserved table(s) up front. Please notify Jee Hang of how many seats will be needed using the attached form, **no later than Friday, August 23rd**.

****Faculty award recipients are given a complimentary registration and two tickets to the Regional Awards Luncheon and the Awards Gala. Please use this promo code: **Faculty2019****

For hotel accommodations and ACCT registration information visit: <https://www.congress.acct.org/>. When making arrangements, please note ACCT's Registration and Housing Policy. *Hotel reservations will not be processed unless accompanied by Congress registration.*

Please be sure that you are registered and that tickets have been ordered for the Friday Regional Awards Luncheon and the Annual Awards Gala.

If any members of your college have not registered, please use this promo code **Awards2019** to receive the early bird registration rate. We appreciate your college's support of your travel expenses and registration/meal fees.

If you need any other information, feel free to e-mail or call Jee Hang Lee at jhlee@acct.org or (202) 775-4450.

Sincerely,

John Lukas
ACCT Central Regional Chair
Lakeshore Technical College, WI



Lazaro Lopez, Ed.D.
Chairman

Brian Durham, Ed.D.
Executive Director

Illinois Community College Board

August 9, 2019

Dr. Sylvia Jenkins, President
Moraine Valley Community College
9000 West College Parkway
Palos Hills, Illinois 60465-0937

Dear Dr. Jenkins,

This letter is notification that the college's request for approval to offer the following program was approved by the Illinois Community College Board on June 7, 2019 and by the Illinois Board of Higher Education on August 6, 2019:

- Associate in Engineering Science (A.E.S.) degree (66 credit hours)

If you have not already done so, please submit the required curriculum and related course addition requests for updating your college's master files at this time. Doing so will ensure the college receives the appropriate credit hour reimbursement funding.

If you have any questions or need additional information regarding this matter, feel free to contact me or Tricia Broughton via phone at 217-785-0082 or e-mail at tricia.broughton@illinois.gov.

Sincerely,

Brian Durham, Ed.D.
Executive Director

cc: Pamela Haney, Vice President of Academic & Student Affairs – MVCC
Tricia Broughton, ICCB



Board of Directors

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*Brittney Gilman
Indiana State University (IN)*

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*Andrea Watkins
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MASEA serves student
employment administrators
in the following states:

- Illinois
- Indiana
- Iowa
- Kansas
- Kentucky
- Michigan
- Minnesota
- Missouri
- Nebraska
- North Dakota
- Ohio
- South Dakota
- West Virginia
- Wisconsin

Tianna Richards
Moraine Valley C.C.

Dear Tianna:

CONGRATULATIONS!

You were recently named the State of Illinois Student Employment Supervisor of the Year. On behalf of MASEA, I am pleased to present you with this congratulatory letter, a State Winner certificate, and a check for \$50.00 (State competition).

Melissa Garcia submitted your nomination and you were selected to represent your institution for this competition. You were considered based on your outstanding contributions to your institution, through mentoring, professionalism, and leadership that you demonstrate. We are extremely proud of you and your many contributions to Moraine Valley Community College.

MASEA is proud to sponsor the Student Employment Supervisor of the year Program and to recognize the many important contributions made by all student employment supervisors. Once again, congratulations to you!

Sincerely,

Joshua Vail
MASEA Secretary



**The Midwest Association of Student
Employment Administrators**

In conjunction with

The National Student Employment Association

Proudly Recognizes

Tianna Richards

2019 State of Illinois

Student Employment Supervisor of the Year

For Excellence in Mentoring, Professionalism, and Leadership

Brittney Gilman

Brittney Gilman, MASEA President

J. Vail

Joshua Vail, MASEA Secretary

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED JUNE 30, 2019**

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$52,789,415.69	\$4,759,190.31	\$8,649,551.41	\$48,899,054.59
OPERATION & MAINT FUND	\$8,455,066.79	280,816.50	1,616,333.90	7,119,549.39
OPERATION & MAINT (RESTR.)	\$15,178,003.06	2,341,150.66	748,986.47	16,770,167.25
BOND & INTEREST FUND	\$4,160,248.53	28,124.94	0.00	4,188,373.47
AUXILIARY FUNDS	\$9,125,652.69	951,174.17	1,099,430.29	8,977,396.57
RESTRICTED PURPOSE FUNDS	\$6,883,665.46	2,138,136.94	2,506,508.80	6,515,293.60
WORKING CASH FUND	\$13,503,518.95	2,049.26	0.00	13,505,568.21
TRUST & AGENCY FUNDS	\$97,792.80	936.32	18,864.76	79,864.36
AUDIT FUND	\$166,571.80	1,866.92	10,000.00	158,438.72
LIAB, PROTECT & SETTLE FUND	\$1,451,543.40	12,080.31	0.00	1,463,623.71
TOTAL	<u>\$111,811,479.17</u>	<u>\$10,515,526.33</u>	<u>\$14,649,675.63</u>	<u>\$107,677,329.87</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$23,150.00
HUNTINGTON BANK	CHECKING ACCT	979,864.36
FIRST MIDWEST BANK	CHECKING ACCT	877,363.24
FIRST MIDWEST BANK	PAYROLL ACCT	232.51
FIRST MIDWEST BANK	TRUST ACCT	132,313.77
WINTRUST MAXSAFE	MONEY MARKET	2,041,357.54
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	4,022,056.14
IL SCHOOL DIST LIQUID ASSEST FUND	VARIOUS	7,743,265.89
SHORT TERM INVESTMENTS	VARIOUS	63,107,743.75
LONG TERM INVESTMENTS	VARIOUS	28,749,982.67
TOTAL		<u>\$107,677,329.87</u>

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED JULY 31, 2019**

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$48,899,054.59	\$7,680,052.73	\$8,079,303.82	\$48,499,803.50
OPERATION & MAINT FUND	\$7,119,549.39	2,469,034.36	550,872.43	9,037,711.32
OPERATION & MAINT (RESTR.)	\$16,770,167.25	556,357.31	9,837.07	17,316,687.49
BOND & INTEREST FUND	\$4,188,373.47	1,439,844.32	0.00	5,628,217.79
AUXILIARY FUNDS	\$8,977,396.57	785,172.65	521,070.30	9,241,498.92
RESTRICTED PURPOSE FUND	\$6,515,293.60	912,250.30	469,380.88	6,958,163.02
WORKING CASH FUND	\$13,505,568.21	7,221.28	0.00	13,512,789.49
TRUST & AGENCY FUNDS	\$79,864.36	1,242.72	999.99	80,107.09
AUDIT FUND	\$158,438.72	17,026.31	0.00	175,465.03
LIAB, PROTECT & SETTLE FUND	\$1,463,623.71	93,859.39	0.00	1,557,483.10
TOTAL	\$107,677,329.87	\$13,962,061.37	\$9,631,464.49	\$112,007,926.75

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$23,150.00
HUNTINGTON BANK	CHECKING ACCT	980,107.09
FIRST MIDWEST BANK	CHECKING ACCT	9,609,183.87
FIRST MIDWEST BANK	PAYROLL ACCT	286.03
FIRST MIDWEST BANK	TRUST ACCT	132,313.77
WINTRUST MAXSAFE	MONEY MARKET	2,041,357.54
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	2,222,056.14
IL SCHOOL DIST LIQUID ASSEST FUND	VARIOUS	7,743,265.89
SHORT TERM INVESTMENTS	VARIOUS	59,433,543.75
LONG TERM INVESTMENTS	VARIOUS	29,822,662.67
TOTAL		\$112,007,926.75

JUNE
ACCOUNT EXPENDITURE SUMMARIES

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$8,649,551.41
9.3	OPERATION & MAINTENANCE FUND	1,616,333.90
9.4	OPERATION & MAINTENANCE (RESTR) FUND	748,986.47
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	1,099,430.29
9.7	RESTRICTED PURPOSE FUND	2,506,508.80
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	18,864.76
9.10	AUDIT FUND	10,000.00
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	-
	TOTAL	<u><u>\$14,649,675.63</u></u>

**ACCOUNT EXPENDITURE SUMMARIES
JULY**

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$8,079,303.82
9.3	OPERATION & MAINTENANCE FUND	550,872.43
9.4	OPERATION & MAINTENANCE (RESTR) FUND	9,837.07
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	521,070.30
9.7	RESTRICTED PURPOSE FUND	469,380.88
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	999.99
9.10	AUDIT FUND	-
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	-
	TOTAL	<u><u>\$9,631,464.49</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)	None
10.1-5	Resignations/Terminations	Enclosed
10.1-5(a)	Retirement – Support Staff	Enclosed
10.1-5(b)	Retirement – Police	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

SUBJECT REPORT – Full Time

Oscar Arellano	Access Services Coordinator Library/Learning Resource Center	Effective: 8/26/19
Brendan Berry	Groundskeeper Campus Operations	Effective: 9/9/19
Shannon Blameuser	Applications Support Specialist Application & Web Services	Effective: 7/29/19
Eduardo Brito	Groundskeeper Campus Operations	Effective: 8/26/19
Miles Odom	Police Officer Police Department	Effective: 9/3/19
Sanah Siddiqui	Project Management Coordinator Information Technology	Effective: 9/3/19

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 - Resignations/Terminations

George Barack	Community Service Officer Police Department	Effective: 7/25/19
Jennifer Davidson	Dean of Academic Services Academic Services	Effective: 8/9/19
Lawrence Hart	Groundskeeper Campus Operations	Effective: 7/19/19
Katelyn Jalbert	P.T. Departmental Assistant Academic Outreach	Effective: 8/22/19
Douglas Leonard	Automotive Technology Lab Assistant Mechanical Technology	Effective: 7/12/19
Therese Mundo	Secretary II Resource Development & Institutional Effectiveness	Effective: 8/16/19
Megan Pet	Associate Professor, Nursing Career Programs	Effective: 8/2/19
Demetrius Robinson	Manager, Student Life Student Life	Effective: 8/2/19

RECOMMENDED ACTION

That the above be approved as presented.

Retirement – Support Staff

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

Carey Cipolla	Lead Groundskeeper Campus Operations	6/28/19
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RECOMMENDED ACTION

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

Retirement – Police

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

Mark Gurra	Police Officer Police Department	8/31/19
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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>
David Block	P.T. Community Service Officer Police Department	Reclassified to: P.T. User Support Services Specialist Information Technology Effective: 8/26/19
Carolyn DeWitt	Instructor, Respiratory Therapy Career Programs	Pursuant to the terms of the Negotiated Agreement, promoted to Assistant Professor Effective: Academic Year 2019-2020
William Hogan	Instructor, Communications Liberal Arts	Pursuant to the terms of the Negotiated Agreement, promoted to Assistant Professor Effective: Academic Year 2019-2020
Rosa Perez	Departmental Assistant Admissions & Recruitment Support Staff	Reclassified to: Registration & Records Coordinator Registration & Records Effective: 8/26/19
Dan Porcaro	Groundskeeper Campus Operations Support Staff	Reclassified to: Lead Event Set-Up Worker Effective: 7/8/19
Jose Sandoval	Groundskeeper Campus Operations Support Staff	Reclassified to: Custodian Effective: 8/26/19
Patrick Siemsen	P.T. Police Officer Police Department	Reclassified to: Police Lieutenant/ Support Services Commander Administrative & Professional Effective: 9/2/19
Jaime Valadez	Groundskeeper Campus Operations	Reclassified to: Lead Groundskeeper Effective: 8/26/19

R E C O M M E N D E D A C T I O N
That the above be approved as presented.

NEW BUSINESS

- *12.1 Affiliation Agreement with Cook County Health and Hospitals System (Nursing) Enclosed
- *12.2 Affiliation Agreement with Hinsdale Orthopaedics (Medical Imaging) Enclosed
- *12.3 Affiliation Agreement with Manor Care West (Basic Nurse Assistant) Enclosed
- *12.4 Affiliation Agreement with Presence Behavioral Health-Addiction Services (Addictions Studies) Enclosed
- *12.5 Affiliation Agreement with Roseland Community Hospital Association (Nursing, Basic Nurse Assistant) Enclosed
- *12.6 Board Policy - Finance - #8310 Investment Policy (revision) Enclosed
- *12.7 Trust for Capitol Development Board Project: Parking Lots D1 and D2 Enclosed
- *12.8 Amendment to Trust Agreement for Capital Development Board Project: Fine and Performing Arts Center (FPAC) Boilers Enclosed
- *12.9 Concept 3D Campus Mapping Software Enclosed
- *12.10 Ford 2020 Pickup Truck and Ford 2020 Transit Connect Vans Bid Enclosed

REVISED BOARD POLICY #8310:
FINANCE
#8310 – INVESTMENT POLICY

The revised policy is attached.

Recommended Action:

It is recommended that the Board approve the revision to Board Policy #8310, Investment Policy, as presented.

Finance

Investment Policy

1.01 Policy

It is the policy of Moraine Valley Community College to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the investment of public funds.

1.02 Scope

This policy includes all funds governed by the Board of Trustees.

1.03 Prudence

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio.

1.04 Objective

The primary objective, in order of priority, shall be:

- Legality – conformance with federal, state and other legal requirements
- Safety – preservation of capital and protection of investment principal
- Liquidity – maintenance of sufficient liquidity to meet operating requirements
- Yield – attainment of market rates of return

The portfolio should be reviewed periodically as to its effectiveness in meeting the college’s needs for safety, liquidity, rate of return, diversification and its general performance.

1.05 Delegation of Authority

Management and administrative responsibility for the investment program is hereby delegated to the Treasurer who, under the delegation of the Board of Trustees, shall establish written procedures for the operation of the investment program.

1.06 Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.

1.07 Authorized Financial Dealers and Institutions

The Treasurer will maintain a list of financial institutions authorized to provide investment services.

The Treasurer may use financial intermediaries, brokers, and/or financial institutions (banks and savings and loan associations) to solicit bids for securities and certificates of deposit. The intermediaries shall be approved by the Board of Trustees.

In addition, a list will also be maintained of approved security brokers/dealers selected by credit worthiness.

1.08 Authorized and Suitable Investments

The college shall invest in instruments as allowed by the Public Funds Investment Act, 30 ILCS 235/2. A summary of authorized investments follows:

- a. Funds may be deposited in Certificates of Deposits, Money Market Accounts, Time Deposits or Savings Accounts, only with banks, savings banks, and savings and loan associations which are insured by the FDIC (Bank Insurance Fund or Savings Association Insurance Fund.)
- b. Investments may be made in bonds, notes, certificates of indebtedness, treasury bills or other securities which are guaranteed by the full faith and credit of the United States of America as to principal and interest. Investments may be made in bonds, notes, debentures, or other similar obligations of the United States of America or its agencies.
- c. Repurchase Agreements fully collateralized by any of the above securities.
- d. Commercial Paper which has a stated maturity of 180 days or fewer from the date of its issuance and is rated not less than A-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies, but in an amount not to exceed the statutory limit of 33% of total investments.
- e. The college may invest in the Illinois Public Treasurer's Investment Pool.
- f. The college may invest in the Illinois School District Liquid Asset Fund (ISDLAF) Plus with certain restrictions:
 1. ISDLAF Plus Certificates of Deposit must be either fully insured or collateralized;

2. ISDLAF Plus Investment Pools and Money Market Programs must be either fully insured or collateralized.
- g. The total deposits at any one financial institution may not exceed 75% of the capital stock and surplus of that institution, in accordance with the most recent call report of that institution. Further, unless specifically authorized by the Board of Trustees, the Treasurer shall not have deposits in excess of \$28,000,000 in any one financial institution (bank or savings and loan association) regardless of the calculation mentioned in this section.
- h. Municipal bonds issued by the county, park district, sanitary district, or other municipal corporation, or bonds and other interest bearing obligations of the State of Illinois, or of any other state or of any political subdivision or agency of the State of Illinois or of any other state, whether the interest earned thereon is taxable or tax-exempt under federal law. The bonds should be rated at the time of purchase within the three highest general classifications established by at least one nationally recognized rating service.

Investments shall be made that reflect the cash flow needs of the fund type being invested including capital construction related funds which may have more specific cash flow requirements related to the timing of the construction projects.

1.09 Collateralization

Financial institutions must collateralize all deposits in excess of coverage provided by the Federal Deposit Insurance Corporation (\$250,000) to 105% of market value.

Acceptable collateral will include the following:

1. Bonds, notes, certificates of indebtedness, treasury bills, or other securities now or hereafter issued which are guaranteed by the full faith and credit of the United States of America as to principal and interest;
2. Bonds issued by Moraine Valley Community College; ~~and~~
- 3. Obligations of United States Government Agencies; and**
4. Deposits may additionally be collateralized by a letter of credit issued by a Federal Home Loan Bank in an amount equal to at least the market value of that amount of funds on deposit exceeding the insurance limitation provided by the Federal Deposit Insurance Corporation or the National Credit Union Administration.

All investments requiring collateral in accordance with the above section, shall be witnessed by a written agreement, and pledged securities collateral must be held in an independent – third party institution in the name of the college.

The only exception to this collateralization policy is limited to funds invested for capital construction projects which the college Treasurer will be authorized to determine appropriate collateralization levels based on cash flow needs necessary for the college to complete construction projects.

1.10 Safekeeping and Custody

All security transactions, including collateral for repurchase agreements, entered into by Moraine Valley Community College shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by an independent third party custodian designated by the Treasurer. The safekeeping department of the bank designated will be considered to be a third party for the purposes of safekeeping of securities. Securities purchased through a broker/dealer may be held by the broker as long as they are registered in the name of the college and they meet other credit requirements.

Banks that place purchased securities or securities that are provided as collateral by that bank into that bank's Trust Department shall be considered to have complied with the third party safekeeping requirements.

1.11 Diversification

Moraine Valley Community College shall diversify its investments to the best of its ability based on the type of funds invested and the cash flow needs of those funds. Diversification can be by type of investment, number of institutions invested in, and length of maturity.

1.12 Maximum Maturities

To the extent possible, Moraine Valley Community College shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, Moraine Valley Community College will not directly invest in securities maturing more than five years from the date of purchase.

Reserve funds may be invested in securities exceeding one year if the maturity of such investments are made to coincide as nearly as practicable with the expected use of the funds. Except for the investment of bond proceeds and capital construction funds, no more than 40% of the college's total investments shall be invested in securities maturing more than one year from the date of purchase.

1.13 Internal Control

The Treasurer is responsible for establishing and maintaining an internal control structure designed to insure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The internal controls shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting
- Custodial safekeeping
- Written confirmation of telephone transactions for investments and wire transfers

1.14 Performance Standards

This investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a comparable rate of return during a market/economic environment of stable interest rates. Portfolio performance should be compared to benchmarks with similar maturity, liquidity and credit quality as the portfolio.

1.15 Reporting

The Treasurer shall prepare an investment report at least monthly. The report should be provided to the Board of Trustees and be made available upon request. The report should be in a format suitable for review by the general public. An annual report should also be provided to the Board.

1.16 Marking to Market

A statement of the market value of the portfolio shall be issued to the Board of Trustees quarterly.

1.17 Investment Policy Adoption

The investment policy shall be adopted by the Board of Trustees. The policy shall be reviewed on an annual basis by the Treasurer and any modifications made thereto must be approved by the Board of Trustees.

Policy		MORaine VALLEY COMMUNITY COLLEGE
Adopted:	11/23/70	Palos Hills, Illinois
Amended:	7/21/81	
Amended:	7/21/91	
Amended:	10/12/95	
Amended:	1/19/00	
Amended:	1/16/02	
Amended:	12/17/03	
Amended:	11/16/06	
Amended:	3/15/11	
Amended:	2/22/12	
Reviewed:	2/18/15	
Amended:	6/18/19	

TRUST FOR CAPITAL DEVELOPMENT BOARD PROJECT:
PARKING LOTS D1 AND D2

Recommended Action:

It is recommended that the Board of Trustees establish a trust in the amount of \$275,000 for Capital Development Project, D1 and D2 Parking Lots.

TRUST AGREEMENT

This Agreement is made and entered into by and between Moraine Valley Community College whose address is _____ (*college address*) _____ hereinafter called the Using Educational Agency, and a Bank _____ (*Bank name*) _____ whose address is _____ (*Bank address*) _____ hereinafter called Bank.

WITNESSETH

WHEREAS the USING EDUCATIONAL AGENCY is required by law to pay a contribution to that certain project, known as Capital Development Board project number *CDB project # (810-068-015)*, in the amount of two hundred seventy-five thousand dollars; and

WHEREAS, the USING EDUCATIONAL AGENCY may elect to deposit the contribution under a Trust Agreement, with an Illinois Bank of the Using Educational Agency's choice, pursuant to 71 Illinois Administrative Code 30.110, as amended October 1, 1984.

NOW THEREFORE, the parties do hereby agree:

1. That the USING EDUCATIONAL AGENCY does simultaneously with execution hereof deposit with Bank funds totaling two hundred seventy-five thousand dollars (\$275,000).
2. That the funds so deposited with the Bank shall be described as the "contribution" and shall be held by the Bank in trust according to the terms of this agreement.
3. That the USING EDUCATIONAL AGENCY shall receive any interest thereon.
4. That earnings on the trust corpus shall be paid by the BANK to the USING EDUCATIONAL AGENCY not less frequently than quarterly.
5. That the Executive Director (in his or her official capacity) or the Administrator of Fiscal Management (in his or her official capacity) of the Capital Development Board are the only persons authorized to direct the BANK to make payment out of the trust, other than payment of earnings to the USING EDUCATIONAL AGENCY in accordance with Section 4 hereof.
6. The right of the Executive Director or the Administrator of Fiscal Management of the Capital Development Board to direct payment is restricted in that any such funds so directed shall be made payable only to: "The Order of State Treasurer of Illinois, Capital Development Board, Contributory Trust Fund".

7. That the BANK shall pay such funds within two (2) working days upon the receipt of the written direction of the Executive Director or the Administrator of Fiscal Management of the Capital Development Board, and that any agreement between the BANK and the USING EDUCATIONAL AGENCY, shall, in no way, affect the duty of the BANK to so pay upon demand.

8. That the BANK, as Trustee, shall invest in securities of the type utilized to collateralize deposits by the Treasurer of the State of Illinois, or time deposits, open accounts, certificates of deposit, savings accounts or enter into a re-purchase agreement; however, all time deposits, open accounts, certificates of deposit, savings accounts shall be covered by a pledge of securities to cover the difference between the FDIC insurance and the total unsecured amount (of the type listed in Paragraph 2, below) on deposit with the depositor bank of the Trustee Bank. A “safekeeping receipt” for such deposits shall be submitted to the USING EDUCATIONAL AGENCY covering the securities pledged, and a certified statement to the effect that all monies invested have been adequately protected, shall be submitted to CDB by the BANK. Should the re-purchase agreement cover securities other than those listed in Paragraph 2 of this Section, such agreements shall also be subject to the pledge of securities provision as described in this Section. The term “securities of the type utilized to collateralize deposits by the Treasurer of the State of Illinois” means: direct obligations of the United States Government; general obligations of the State of Illinois; notes, bonds, debentures or participation certificates of the Federal Mortgage Association, Federal Intermediate Credit Bank, Federal Home Loan Bank, Federal Land Bank, Illinois Building Authority, Illinois Toll Highway Commission of Illinois State Toll Highway Authority; Public Housing Authority Notes; obligations of the Export-Import Bank of Washington, D.C.; general obligations municipal bonds (including school districts) within the State of Illinois rated “A” or better by Moodys; and Farmers Home Administration Insured Notes provided such notes are quoted and are non-amortized.

9. That the USING EDUCATIONAL AGENCY shall be responsible for obtaining the written execution of the Trust Agreement by the BANK. Any costs or service fees of the BANK shall be borne by the USING EDUCATIONAL AGENCY.

10. That when the total amount of the contribution has been paid from the account in accordance with the directions of the Executive Director or the Administrator of Fiscal Management of the Capital Development Board, this Agreement shall be terminated and any accumulated interest or earnings thereon shall be paid over to the Using Educational Agency.

IN WITNESS WHEREOF the parties have hereunder set their hands and seals this _____ day of _____, 20____.

USING EDUCATIONAL AGENCY

Name of School Phone number

By: _____
Printed Name Title

Signature ATTEST: _____

BANK

Name of Bank Phone number

By: _____
Printed Name Title

Signature ATTEST: _____

**Acknowledgment of Receipt
Funds in the Amount**

\$ _____

Bank Representative/Printed Name

By: _____
Signature Title

Paula Sorensen Administrator of Fiscal Management
CAPITAL DEVELOPMENT BOARD

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

Recommended Action:

It is recommended that the Board of Trustees amend the trust agreement to add \$35,000 to original amount of \$141,728 for a Capital Development Project to replace boilers in the Fine and Performing Arts Center (FPAC).

AMENDMENT TO TRUST AGREEMENT

This Amendment to that certain Trust Agreement, hereinafter called Trust Agreement dated November 12, 2018 entered into by and between Moraine Valley Community College whose address is 900 W. College Drive, Palos Hills, IL 60465 hereinafter called the USING EDUCATIONAL AGENCY, and First Midwest Bank hereinafter called BANK.

WITNESSETH

WHEREAS the USING EDUCATIONAL AGENCY has entered into a Trust Agreement for the purpose of depositing one hundred, forty-one thousand, seven hundred and twenty-eight dollars (\$141,728) with BANK as its required contribution to the project known as Capital Development Board (State of Illinois) Project No. 810-068-014 hereinafter called Project, and

WHEREAS the required contribution to the PROJECT by the USING EDUCATIONAL AGENCY has been increased.

NOW THEREFORE, the TRUST AGREEMENT is hereby amended by adding paragraphs as follows:

“11. That the USING EDUCATIONAL AGENCY does simultaneously with the execution hereof deposit with BANK additional funds totaling thirty-five thousand dollars (\$35,000) raising the total contribution to one hundred seventy six thousand seven hundred twenty-eight dollars (\$176,728).

“12. That the funds so deposited with the BANK shall be part of the contribution and shall be held by the BANK in trust according to the terms of TRUST AGREEMENT and any amendments thereto.”

IN WITNESS WHEREOF the parties have hereunder set their hand and seals this day

_____.

USING EDUCATIONAL AGENCY

Printed Name

phone number

(Seal)

Signature

Title

ATTEST: _____
Signature

Title

BANK

Printed Name

phone number

Signature

Title

ATTEST:

Signature

Title

Acknowledgement of Receipts of Funds in
the Amount of \$ _____

Printed Name/Signature

Title

Paula Sorensen

Administrator of Fiscal Management
CAPITAL DEVELOPMENT BOARD

TO: Dr. Sylvia M. Jenkins, President

FROM: Kamlesh Sanghvi, Chief Information Officer
Dr. Margaret Lehner, Vice President for Institutional Advancement and Executive
Assistant to the President

DATE: June 5, 2018

RE: **Concept 3D Campus Mapping Software**

The Information Technology and Marketing and Communications departments have identified a growing need to provide a mobile friendly mapping, wayfinding and virtual tour solution for the college's students and public at large. The college currently relies upon static PDF files and Google Maps for building room guides and directions, but they are limited in their usefulness, accessibility and accuracy. The college does not currently offer a virtual tour. With the recent launch of the college's mobile application and the continuous growth in website views from mobile devices, the college needs to adapt and expand its mobile-first resources.

In soliciting input from community college CIOs from across the state, the college learned of Concept 3D, an interactive virtual experience company. With its proprietary content management system (CMS), the company can meet all the college's needs with one solution. Concept 3D's base map, tour builder CMS and other features, including interior renderings, wayfinding, 360-degree panorama images, lead generation form, print map generator, and custom print map, will provide the college with a comprehensive and integrated tool benefitting current students and campus visitors as well as attracting prospective students. Multiple demos were provided, and costs were negotiated.

Concept 3D has worked with many colleges, but locally has been utilized by Harper College and Kishwaukee Community College for 3D campus map development, wayfinding and tours. References were checked; reviews were excellent. Concept 3D is a sole-source provider, and a review of services offered by other similar vendors supported this claim.

RECOMMENDED ACTION:

It is recommended that the Board of Trustees approve a service agreement with Concept 3D for its enterprise solution at a first year cost of \$42,000 and annual subscription fee of \$15,000.

DATE: August 8, 2019

TO: Theresa O'Carroll
Vice President of Financial and Business Service and College Treasurer

FROM: Jane Bentley
Director of Purchasing

RE: **One New Ford 2020 Pickup Truck and Two New Ford 2020 Transit Connect Vans 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 Wednesday, July 24, 2019 at 11:00 A.M. in, Room L 187. Fourteen (14) invitations to bid were issued. Four bids (4) bids 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 college is standardized in Ford vehicles for their operations fleet. The college is requesting the purchase of one (1) new Ford 2020 pickup truck and two (2) new Ford 2020 Transit Connect vans. The purchase of these three (3) new vehicles will help to maintain a complete and functional fleet of vehicles on campus. Because of age, usage and wear, the College will be removing one (1) 2010 Ford F350 pickup truck and two (2) 2011 Ford Transit Connect vans from the fleet towards trade in credit for this request.

Westfield Ford, of Countryside, IL, the apparent low bidder, failed to submit pricing per the specifications. The college requested model year 2020 for all three (3) vehicles. Westfield Ford revised the specifications and submitted pricing for 2019 model year and was therefore disqualified for not completing specifications as requested. The next apparent low bidder, Hawk Ford, of Oak Lawn, IL upon review of the bidding documents, completed the bid specifications as set forth.

RECOMMENDED ACTION: Whereas Hawk Ford, of Oak Lawn, 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 purchase order in the amount of \$53,507.00 to Hawk Ford for the purchase of one (1) new Ford 2020 F350 Pickup truck and two (2) new Ford 2020 Transit Connect Vans.