

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, September 17, 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, August 20, 2019

2) Unapproved Minutes - Closed Session, August 20, 2019

4. **AUDIENCE PARTICIPATION**

5. **BOARD REPORTS AND/OR REQUESTS**

1) ICCTA Meeting Report - P. Murphy

2) Student Trustee Report – Williams

6. **REPORTS OF ADMINISTRATION**

1) President's Report

- Assessment Report

7. **COMMUNICATIONS**

1) Letter from City of Palos Hills re Selection of Moraine Valley as a 2019 Beautification Contest Winner

2) Press Release re MVCC Child Care Center Receiving ExceleRate Illinois Bronze Circle of Quality Designation

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
 - a. * Renewal of Appointments - Grant Funded
 - 2) * Part-Time/Supplemental/Other
 - 3) Salary Revisions
 - 4) Leave of Absence (FMLA)
 - 5) * Resignations/Terminations
 - 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
 - 1) * Affiliation Agreement with Cook County Hospitals and Health System d/b/a Cook County Health (Associate Degree Nursing)
 - 2) * Affiliation Agreement with Governors State University (Nursing)
 - 3) * Affiliation Agreement with Merit Sleep Management (Sleep Technology)
 - 4) * Board Policy #6710.2: Support Services - Privacy Policy (new)
 - 5) * Updated Resolutions for Signature Authority with First Midwest Bank
 - 6) * Holiday Schedule
 - 7) * College Life Cycle Management (LCM) Equipment Purchase Fall 2019 Part I
13. **MISCELLANEOUS**
14. **AUDIENCE PARTICIPATION**
15. **ADJOURNMENT**

APPROVED

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

The Governing Board of Moraine Valley Community College, District No. 524, Public Hearing on the Budget, was held on Tuesday, June 18, 2019, in the Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465. Public notice was given pursuant to the Open Meetings Act Section 42.02 (attached).

I. CALL TO ORDER

The meeting was called to order by Chair Kimberly Hastings Cristelli at 6:01 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. BUDGET PRESENTATION

Ms. Theresa O’Carroll, Vice President, Financial and Business Services/College Treasurer, provided an overview of the FY’20 budget and identified projected revenues and expenditures in the college’s general education and operations & maintenance funds. Total projected Operating Fund revenues by source indicate that the college receives 14.4% from the state government, 31.6% from local taxes, 51.4% from tuition and fees, and 2.6% from other sources. She identified auxiliary enterprises at the college, which are intended to be self-supporting through fees charged to students/staff, including the college bookstore; Corporate, Community and Continuing Education; Fine and Performing Arts Center; athletics; Student Life/Judicial Affairs; food services; child care; and the Health Fitness and Recreation Center. Ms. O’Carroll shared a five-year trend for Operating Fund Revenues, showing the changes in funding sources for the college’s operating fund revenues. She noted that the state’s fiscal year amounts are varied because of revenue flow from the state that was not recognized in the fiscal year that it was appropriated. FY’20 total operating fund revenue is

projected at \$96,370,794 and total operating fund expenditures are projected at \$96,370,794. Total projected revenues for all funds is \$174,625,828; total projected expenditures for all funds is \$175,981,758. Ms. O'Carroll indicated that this is a balanced operating budget. Some of the projected expenditures in the total expenditures for all funds are for capital improvement projects for which funds have already been designated and are held in restricted purpose accounts.

IV. PUBLIC HEARING

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

V. ADJOURNMENT

The meeting adjourned at 6:15 PM.

June 13, 2019

Meeting Notice

The Moraine Valley Community College board of trustees will meet for its regularly scheduled meeting on Tuesday, June 18. A public hearing on the FY20 budget will take place at 6 p.m., followed by the regular meeting. The hearing and the meeting will take place in the Board Room, Building D, Room D219, on campus, 9000 West College Parkway, Palos Hills.

APPROVED

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

The Governing Board of Moraine Valley Community College, District No. 524, Regular Meeting immediately following Public Hearing on the Budget at 6:00 PM, Tuesday, June 18, 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 6:15 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 May 14, 2019, and there being no further corrections to the minutes, the minutes are approved as presented.

IV. AUDIENCE PARTICIPATION

Richard Niezgoda, adjunct faculty, addressed the Board regarding the value that adjunct faculty bring to the college through their professional degrees and experience, which they share with students. He thanked the Board for hearing his comments.

Samaneh Ahmadijad, adjunct faculty, addressed the Board, indicating pride at being part of the Moraine Valley family and bringing up the next generation of professionals. She stated that adjuncts are facing a dilemma by having to work other side jobs for enough income to pay for health benefits. She indicated they would like to receive health care.

Deanna Shelby, adjunct faculty and president of the adjunct association, addressed the Board, expressing the hope that both sides can come to a mutual agreement with current negotiations. She indicated that, as educators, all faculty have their students' best interests at heart. She indicated that she has been working over the past several years to build bridges and expressed the hope that both side can leave the table feeling satisfied.

V. **BOARD REPORTS AND/OR REQUESTS**

5.1 ICCTA Meeting Report

Ms. Murphy thanked the Board members for the opportunity to represent the college at ICCTA. She thanked John Coleman for his previous service as ICCTA representative. She indicated that she learned much during the meetings and found everyone to be very welcoming. She reported that ICCTA elected a new vice president, treasurer, and secretary; welcomed its new president and honored the outgoing president. They thanked Michael Monaghan for his 30-year service as executive director and wished him well in retirement. The new executive director, Jim Reed, will join ICCTA July 15. There was an update on the Illinois General Assembly spring session. Community colleges will receive a 5 percent increase in state funding, the 3% salary threshold was increased to 6%, and there was a \$50 million increase for MAP grants. They reviewed the annual convention, which included a Trustees Roundtable presentation on e-sports and two sessions of leadership training. College of DuPage was welcomed as a new member. They approved the FY20 budget and adopted two amendments to the Bylaws and Operating Manual regarding awards. Recipients of ICCTA's 2019 awards, who were honored at the annual banquet. were again congratulated. Ms. Murphy also reported that there are many upcoming events for ICCTA representatives and she hopes to be an effective representative on behalf of the college.

5.2 Student Trustee Report

Mr. Williams reported on student events, including the 44th annual Student Life banquet, during which 15 awards were presented to students. The Go Green club and other students participated in a solar car kit race, which required critical thinking skills and helped raise awareness about the use of renewable energy sources. Multicultural Student Affairs hosted an Iftar dinner, which is the breaking of fasting during the religious observance of Ramadan.

VI. **REPORTS OF ADMINISTRATION**

6.1 Presentation to Donna Schnepf (retirement)

On behalf of the Board and the administration, Chair Cristelli presented Donna Schnepf, Professor, Health Information Technology, with a retirement gift and thanked her for the 37 years Professor Schnepf has devoted to teaching.

6.2 Recognition of Accomplishments

- Phi Theta Kappa Chapter – Kent Marshall, Dean of Students and Compliance Officer, reported on the awards received by the Alpha Iota Lambda/Phi Theta Kappa chapter at Moraine Valley. The chapter received the Five Star Chapter Award, which is the highest level that a chapter can receive, as well as a Spirit Award. Both chapter advisors, Kim Golk and Demetrius Robinson, received Horizon Awards, and the chapter was named a national REACH chapter for excelling in membership development. Additionally, two PTK students, Jennifer Guterrez and Salam Mulhem, were selected for the 2019 Coca-Cola Academic Team.
- ICCTA Award Nominees
 - Jessica Crotty reported that Dr. John Sands is not able to be here this evening, but he has received the state’s ICCTA Outstanding Faculty Member of the Year Award for 2019. He will be forwarded on to the next national level of the competition as the regional award winner.
 - Distinguished Alumnus – Ms. Crotty introduced Dylan Lloyd as the Distinguished Alumnus Award recipient. Dylan Lloyd received an Associate in Arts degree in music theory in 2009 and was inducted into the college’s Alumni Hall of Fame in 2019. Mr. Lloyd, a recording artist and singer/songwriter, was the first American invited to perform in the Crimea Music Fest in the Ukraine. He also visits Moraine Valley on an annual basis to share his story with students. He thanked the college and the Board for the honors he has received and asked the Board to consider better funding for music programs at the college, indicating the value of his own education and that music is important to many students today. Trustee Joe Murphy presented Mr. Lloyd with a certificate of achievement.
 - Student Essay – Ms. Crotty introduced Safáa Harsha, who won the college’s Student Essay Contest, submitting an essay on “How My Community College Has Changed My Life.” Ms. Harsha expressed her appreciation for this award and thanked the Board for the opportunities she has experienced, indicating that she is following her dream to become a nurse. Trustee John Coleman presented Ms. Harsha with a certificate of achievement.

6.3 President's Report

- Concept 3D Campus Mapping Software Presentation – Kam Sanghvi, Chief Information Officer, provided background on Concept 3D, which was founded in 2006 and branched out into mapping. A video demonstration and samples of the mapping software were shared with the Board. The video showed various aspects of the program that will be available and customizable for Moraine Valley through the use of examples from other colleges currently using the software.

Mr. Sanghvi responded to questions about accessibility, security, and detail of the campus that would be available. Concerns were expressed about the availability of such detailed information from a safety perspective. Questions were asked about the impact of the software on enrollment at colleges currently using this software, how long other colleges have been using it, and whether this proposal includes all costs associated with implementation. Mr. Sanghvi responded that he did not have the information on enrollment impact but would request it and affirmed that the proposal includes all customization and training costs.

Dr. Jenkins reported that summer enrollment is strong. Enrollment services staff are working with prospective and current students. She noted that a number of campus improvements are underway, including the parking lots, painting of the A, B, and L buildings, landscaping on the north side of L, and reconstruction of the courtyard seating area. She thanked the many staff members involved in these projects. She reported that the state budget was approved, but ICCB has not yet sent out the breakdown of allocations. This information will be shared with the Board when available. She reported that the RAMP projects for the college that were submitted for year have finally been appropriated for \$43 million for allied health facilities and remodeling of A, B, and L. At a Board retreat this summer to talk about the updated Facilities Master Plan and other priorities, there will be some discussion about working with the Capital Development Board on these projects. She thanked the Board members who attended the ICCTA annual convention and awards banquet. She thanked the Board members who attended the High School Equivalency graduation last week. She spoke about the recent passing of Gina Dever, manager of Payroll, indicating that she will attend the services on Friday. She thanked Theresa O'Carroll and Rick Hendricks for the memorial service held on campus for Gina. She also recognized Theresa and the staff in Finance and Payroll who stepped in and kept the business of the college moving forward.

VII. COMMUNICATIONS

- 7.1 Letter from Illinois Community College Trustees Association re John Sands receiving ICCTA 2019 Outstanding Full-Time Faculty Member Award
- 7.2 Letter of Appreciation from Forest Preserves of Cook County for Hosting The 2019 Illinois Prescribed Fire Council Symposium at Moraine Valley Community College
- 7.3 Letter from Commission of Accreditation for Respiratory Care (CoARC) Recognizing MVCC receiving the Distinguished RRT Credentialing Success Award
- 7.4 Letter re MVCC Fire Academy Graduate Bryan Lowery, Recipient of State of Illinois Firefighting Medal of Valor

VIII. FINANCIAL STATEMENT

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$111,811,479.17 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.2 Budget Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

CONSENT AGENDA (IX – XII):

Mrs. Cristelli reported that she will pull item 12.14 from the consent agenda. She thanked Kam Sanghvi for the presentation. She indicated that the Board is moving in a direction to be presented information prior to voting on it—not on the same day. She stated that they would like to have all questions answered before the Board votes.

Dr. Jenkins asked if any trustee had questions for Kam, Clare, or herself regarding the Concept 3D software, those questions should be emailed to her so that a response can be provided. The proposal could be put back on the agenda in August, but she clarified that it would not be paid from this fiscal year without Board approval.

It was moved by Mr. Coleman and seconded by Mr. Murphy to approve the following consent agenda items, excluding Agenda Item 12.14:

IX. WARRANTS

The warrant summaries are presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$5,950,033.80
9.3	Operation & Maintenance Fund	978,072.14
9.4	Operation & Maintenance Fund (Restricted)	2,606,237.09
9.5	Bond & Interest Fund	2,140,483.51
9.6	Auxiliary Enterprise Fund	788,803.95
9.7	Restricted Purpose Fund	1,769,316.55
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	8,635.59
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	7,760.14

(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

Leah Cassella – Music & Arts Assistant, Fine and Performing Arts Center – effective 7/8/19

Cassandra Cole – Instructor, Basic Nurse Assistant, Career Programs – effective 8/12/19

Clare DeVries – Instructor, Basic Nurse Assistant, Career Programs – effective 8/12/19

Sandra Gaona – Project Facilitator, Registration & Records – effective 7/8/19

Lawrence Hart – Groundskeeper, Campus Operations – effective 7/8/19

Christina Matusek – Assistant Professor, Art, Fine Arts & Humanities – effective 8/12/19

David O'Connor – Assistant Professor, Criminal Justice, Career Programs – effective 8/12/19

Freddie Pantaleon – Computer Operator, Application & Web Services – effective 6/3/19

Lisa Rispoli – Special Events & Donor Relations Manager, Foundation – effective 7/8/19

Nathan Schneider – IT Operations Coordinator, Application & Web Services – effective 6/10/19

Dominika Spychalska – Instructor, Nursing, Career Programs – effective 8/12/19

Christopher Wheat – Instructor, Health Information Technology, Career Programs – effective 8/12/19

Hiyam Yusef – Counselor, Counseling & Advising – effective 8/12/19
(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

Courtney Farr – Secretary II, Student Success – resignation effective 6/26/19

Lynn Threewitt – P.T. Departmental Assistant, Learning Enrichment & College Readiness – resignation effective 6/6/19

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Administrative and Professional Staff

Patrick J. O’Connor – Chief of Public Safety, Police Department – retirement effective 1/31/20

Mark Wilkans – Police Lieutenant/Support Services Commander, Police Department – retirement effective 7/31/19

(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Support Staff

Christine Machulis – Secretary II, Academic Outreach – retirement effective 7/10/19

(DOCUMENT H - SUPPLEMENT TO MINUTES)

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

Paula DeAnda-Shah - from Assistant Professor, Developmental Mathematics, Learning Enrichment & College Readiness to Associate Professor effective Academic Year 2019-2020

Rosemary Deneen - from Assistant Professor, Culinary Arts, Science, Business & Computer Technology to Associate Professor - effective Academic Year 2019-2020

Gail Ditchman – from Associate Professor, Education, Liberal Arts to Professor - effective Academic Year 2019-2020

Rita Ferriter – from Assistant Professor, Reading, Learning Enrichment & College Readiness to Associate Professor - effective Academic Year 2019-2020

Kimberly Golk – from Instructor, Advisor, Counseling & Advising to Assistant Professor - effective Academic Year 2019-2020

Shanya Gray - from Instructor, Counselor, Counseling & Advising to Assistant Professor - effective Academic Year 2019-2020

Lara Hernandez Corkrey – from Assistant Professor, Developmental Communication, Learning Enrichment & College Readiness to Associate Professor - effective Academic Year 2019-2020

Peter Keep – from Instructor, Mathematics, Science, Business & Computer Technology to Assistant Professor - effective Academic Year 2019-2020

Helen Limberopoulos – from Secretary II, Campus Operations to Campus Operations Coordinator - effective 6/24/19

Mike Rendon – from Reprographics Clerk, Marketing & Communications to Digital Press Operator - effective 6/24/19

Alicea Toso – from Manager, Honors Program & Curricular Learning Communities, Liberal Arts to Manager, Honors Program & Liberal Arts Student Support Services - effective 6/17/19

Lampros Tzimas – from Assistant Professor, Culinary, Science, Business & Computer Technology to Associate Professor - effective Academic Year 2019-2020

Lisa Vladika – from Associate Professor, Mathematics, Science, Business & Computer Technology to Professor - effective Academic Year 2019-2020

Susan Yach – from P.T. Learning Resource Center Technical Assistant to F.T. Interlibrary Loan & Learning Resources Center Serials Assistant – effective 7/1/19

Angelo Zito – from P.T. User Support Services Specialist, Client Services to F.T. User Support Services Specialist - effective 7/1/19

(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-6(a) Department Chair Appointment

That the individual named below be appointed Department Chair per the term outlined herein and the terms and conditions of the negotiated agreement:

Science, Business & Computer Technologies:

Dr. Jeannine Christensen Department Chair, Physical Science
(DOCUMENT J - 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 Traffic School of Behavior Change
(Addictions Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Traffic School of Behavior Change for Addictions Studies.
(DOCUMENT K - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with DuPage Medical Group, Ltd. (Radiologic
Technology, Mammogram, CT)

It is recommended that the Board of Trustees approve the affiliation agreement with DuPage Medical Group, Ltd. For Radiologic Technology, Mammogram, and CT. (DOCUMENT L - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Bright Light Medical Imaging (Radiologic
Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Bright Light Medical Imaging for Radiologic Technology.
(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Munster Medical Research Foundation
d/b/a Community Hospital (Health Information Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Munster Medical Research Foundation d/b/a Community Hospital for Health Information Technology.
(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.5 Board Policies – Human Resources - #7285 Educational Benefits (revision); #7268.5 Retirement (new)

It is recommended that the Board of Trustees approve the suggested actions dealing with Board Policies #7285 and #7268.5.
(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.6 Board Policy – Finance - #8310 Investment Policy (revision)

It is recommended that the Board approve the revision to Board Policy #8310, Investment Policy, as presented.
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.7 Review of Closed Session Written Minutes and Audio Tapes

It is recommended that the written minutes of the closed sessions held on February 19, 2019, and April 16, 2019 be released. Additionally, it is recommended that the audio tapes/recordings of October 10, 2017; November 14, 2017; and December 18, 2017 closed session meetings be destroyed.
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.8 Treasurer’s Bond Renewal FY20

It is recommended that the Board approve the renewal of the Treasurer’s Bond for fiscal year 2020 for \$25,000,000 at a cost of \$19,832.00 from The Hartford Insurance Company.
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.9 Resolution Authorizing the Transfer of Certain Funds from the Education Fund to the Operations and Maintenance Restricted Fund for Purposes of Capital Funding

It is recommended that the Board of Trustees approve the attached resolution.
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.10 2021 Resource Allocation Management Plan (RAMP) Projects

It is recommended that the Board of Trustees approve the Resource Allocation Management Plan (RAMP), which consists of two projects: Northeast Career Center (Priority #1), and Career & Technical Education Lab Expansion (Priority #2). Further, it is recommended that the Board of Trustees authorize the administration to submit the RAMP documents to the Illinois Community College Board.

(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.11 Approval of 2019-2024 Strategic Plan

It is recommended that the Board of Trustees approve the 2019-2024 Strategic Plan as presented on the attached sheets.

(DOCUMENT U - SUPPLEMENT TO MINUTES)

12.12 Approval of FY20 Budget

It is recommended that the Board of Trustees adopt the FY 2020 Budget.

(DOCUMENT V - SUPPLEMENT TO MINUTES)

12.13 Xerographic Office Paper Bid

Whereas Lewis Paper, of Addison, Illinois, is the lowest responsible and responsive bidder meeting specifications, it is recommended that the Board of Trustees award this bid and authorize the execution of an agreement for one year, July 1, 2019 - June 30, 2020 with Lewis Paper to secure the pricing for paper at a price of \$35.35 per case.

(DOCUMENT W - 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, 9.7, 9.8, 9.9, 9.10, and 9.11; 10.1-1, 10.1-2, 10.1-3, 10.1-4, 10.1-5, 10.1-5(a), 10.1-5(b), 10.1-6, and 10.1-6(a); and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, 12.8, 12.9, 12.10, 12.11, 12.12, and 12.13:

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

Student

Advisory: Yes

Motion carried.

Having been pulled from the consent agenda, Agenda Item 12.14 is deferred for later action.

12.14 Concept 3D Campus Mapping Software

(DOCUMENT X - SUPPLEMENT TO MINUTES)

It was moved by Mr. O'Neill and seconded by Ms. Murphy to approve Agenda Item 12.15.

12.15 Legal Counsel Services

It is recommended that the Board of Trustees appoint James J. Roche & Associates as counsel for Moraine Valley Community College.

(DOCUMENT Y - SUPPLEMENT TO MINUTES)

Mr. Murphy asked Trustees Barrett, Kirkwood, Murphy, and O'Neill when they became aware that this item was going to be on the agenda. Trustee Barrett said she'd received a call from the Board Chair; Trustees Kirkwood, P. Murphy and O'Neill said they became aware when they received the board memo and agenda. Mr. O'Neill said he knew of Mr. Roche and his services for years. Mr. Murphy indicated that his point is to address the statement just made by the Board chair to Kam Sanghvi that the Board is moving in a direction that the Board would like to be presented something and then a month or so later act on it. He indicated there has been no discussion on this and that in his 18 years on the Board, he has never heard any trustee bring up an issue with the college's legal counsel. He indicated in his conversation with the chair and why change, he mentioned the process used for selecting the college auditor. He asked why that couldn't be done with this and was informed that the Board does not have to by law and was not going to.

Mrs. Cristelli responded that Mr. Murphy is correct that, by law, the Board does not have to do an RFP process and stated that they were going to select a highly specialized firm and Mr. Roche represents that. She indicated that she spoke to Mr. Murphy and at that time he had no questions or comments. Mr. Murphy responded that did not sound like him. Mrs. Cristelli indicated that he did not request additional information about Mr. Roche. Mr. Murphy responded that she had assured him she would send his resume. Mrs. Cristelli stated that Mr. Murphy received it in the board packet.

Mr. Murphy asked Mr. Roche about his resume and his political activity, indicating that his resume listed Moraine Valley as a client and asked when that was. Mr. Roche responded that it was in the early 1990s in litigation against a contractor for faulty design. Mr. Murphy pointed out that Mr. Roche has made political contributions exceeding \$100,000 of which almost 33% was in support of two candidates, one being Senator Michael Hastings. Mr. Roche responded that this was over a period of 30 years.

Mrs. Cristelli asked Mr. Murphy how this pertains to the college. Mr. Murphy noted that the Board has a code of ethics and pointed out that this action is being rushed through with no discussion taking place among the board before this evening. Mrs. Cristelli suggested that the focus should be on Mr. Roche's credentials and accomplishments. Mr. Murphy indicated that he wanted to be sure that the college lawyer doesn't have a conflict of interest and that the trustees hiring him don't have a conflict of interest.

Ms. Murphy indicated that in her experience, she felt it was common for legal counsel to change when there are new board members.

Ms. Barrett indicated that she had not heard anything from the current legal counsel, not even a letter of introduction or a request if there were any questions by new trustees.

Mr. Murphy indicated that he felt by not doing a selection committee for choosing legal counsel and that fast-tracking this was giving an appearance to constituents that this is paying back some kind of political favor. He encouraged the Board to table this item and direct the administration to put a search team together to research legal firms. He moved to table.

Mrs. Cristelli thanked Mr. Murphy for his comments but there was a motion and second and called for the vote.

ROLL CALL VOTE taken on Agenda Item 12.15:

YES:	Barrett, Kirkwood, P. Murphy, O'Neill, Cristelli
NO:	Coleman, J. Murphy
Student	
Advisory:	Abstain

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. ADJOURNMENT

The meeting adjourned at 7:35 PM.

APPROVED

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

The Governing Board of Moraine Valley Community College, District No. 524, Special Meeting/Board Retreat, was held on Saturday, July 20, 2019, in Building B, Room B156, 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 Chair Kimberly Hastings Cristelli at 9:00 AM.

II. ROLL CALL

Present: Kimberly Hastings Cristelli, Chair; Bernadette Barrett; John Coleman; Beth McElroy Kirkwood; Joseph Murphy (arrived 11:15AM); Patricia Joan Murphy; Brian O’Neill

Absent: Andrew Williams, Student Trustee

II. GENERAL DISCUSSION OF MATTERS RELATING TO THE SHORT- AND LONG-TERM FUTURE OF THE COLLEGE

1) Master Facilities Plan Update

Dominick Demonica provided an overview and some background on college facilities, including off-campus sites. He shared the planning process and planning objectives for this update to the Master Facilities Plan. Focus groups across campus and with students were held to gather input on future directions. He outlined both short-term and long-term plans for new construction and renovations. New construction includes planning for an allied health and nursing building and a northeast center to focus on career programs for the northeast sector of the district. Renovations would consider moving related services/functions to centralized areas and would renovate vacated areas with a focus on expansion of educational and storage spaces. There was some discussion of the priority of these projects, with the allied health and nursing building driving many of the renovations when space is vacated if the facility is constructed.

Dr. Jenkins explained that this update to the Master Facilities Plan is earlier than every five years required by the state but helps drive the college's submission of Resource Allocation Management Plans (RAMP) projects that are voted on by the board. She indicated that Dominick will come to the Board meeting in September to update the Board when the Master Facilities Plan is recommended for approval. Dr. Jenkins emphasized that the Board's approval of the Master Facilities Plan does not mean approval of all the individual projects. Projects are considered as funding is available. She explained that there are things from previous Master Facilities Plans that have not occurred; the plan is primarily a planning tool for the college's continued growth and responsiveness to the needs of the district.

Dr. Pamela Haney, Vice President of Academic Affairs, provided information about the college's allied health programs and the college's part in addressing the shortages of skilled labor in allied health fields. She shared information about continuing accreditation of allied health programs and pass rates for graduates.

Dr. Normah Salleh-Barone, Vice President of Student Development, also provided information about how cooperative agreements and chargebacks work and how they impact enrollments.

- 2) Allied Health and Nursing Building – Michael Lundeen of Legat Architects, shared information about how teaching methods in allied health programs have changed over time and that simulations and realistic environments are critical for teaching critical skills to allied health students. Information on current and proposed health science programs was shared. He explained that the proposed facility would have flexible spaces in order to accommodate changes in the future. He shared diagrams of the proposed location for the facility, the building's layout, and possible program assignments within the building, as well as prospective costs for construction and completion of the facility.
- 3) Financial Strategies for Facilities Expansion – Theresa O'Carroll, Vice President of Business and Financial Services, introduced Tammie Beckwith Schallmo and Jennifer Currier of PMA Securities, LLC. Tammie and Jennifer shared information about financing options for funding capital projects, the college's credit rating and the current environment in the bond market. The Illinois Public Community College Act and Debt Reform Act prescribe specific methods of funding for community colleges. Information was provided on the various funding options and what each would require. Ms. Schallmo indicated that the college has the highest credit rating and the management has done many things over the years to secure this great credit

rating. She noted a couple of major influences on the bond market—one, the stock market continues to be volatile, which might send investors to the safer bond market; and two, there is a shortage of municipal bonds for investors to take advantage of. There was discussion about the capital appropriations, potential impact on tuition and fees, how a referendum is conducted, and demand for allied health programs and outlook for employment. A follow-up retreat is recommended to continue these discussions.

The trustees were invited to tour the existing allied health program spaces following the retreat.

- 4) Legislative and Advocacy Update – Senator Ed Maloney shared his background and how MJS Associates was developed to advocate on behalf of higher education in Springfield. While he was a senator, he served as chair of the higher education committee, and he became a resource on higher education for other legislators. He reported that the most recent legislative session was productive, more so than previous sessions because legislators wanted to take something home to their constituents. He recommended that the college could send a letter to the legislators about the capital appropriations, letting them know it is appreciated and the difference it will make to the students and the community. He suggested that the primary election is a good time to propose a referendum, but cautioned that any tax increase will be sensitive. He responded to questions and comments from the trustees and suggested that legislators are easiest to approach when they are at their home offices in their districts.

Dr. Jenkins reported that the Illinois Council of Community College Presidents also work with legislators on higher education issues. She reported that the college will send letters of appreciation to the legislators about the capital appropriations.

IV. AUDIENCE PARTICIPATION

None.

V. ADJOURNMENT

The meeting adjourned at 12:20 PM.

July 9, 2019

Meeting Notice

The Moraine Valley Community College Board of Trustees will hold a board retreat on Saturday, July 20, 9 a.m. to 1 p.m., in Building B, Room B156, on campus, 9000 W. College Parkway, Palos Hills.

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **GENERAL DISCUSSION OF MATTERS RELATING TO THE SHORT- AND LONG-TERM FUTURE OF THE COLLEGE**
4. **ADJOURNMENT**

BOARD REPORTS AND/OR REQUESTS

- | | | |
|-----|-----------------------------------|--------|
| 5.1 | ICCTA Meeting Report – P. Murphy | Verbal |
| 5.2 | Student Trustee Report - Williams | Verbal |

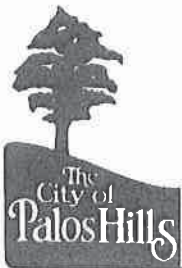
REPORTS OF ADMINISTRATION

- 6.1 President's Report
- Assessment Report

Verbal

COMMUNICATIONS

- 7.1 Letter from City of Palos Hills re Selection of Moraine Valley as a 2019
Beautification Contest Winner Enclosed
- 7.2 Press Release re MVCC Child Care Center Receiving ExceleRate Illinois
Bronze Circle of Quality Designation Enclosed



COMMUNITY RESOURCE & RECREATION DEPARTMENT

8455 W. 103rd Street, Palos Hills, IL 60465 (708) 430-4500 Fax (708) 430-8376 www.paloshillsweb.org

August 23, 2019

Moraine Valley College
Office of the President
9000 W. College Parkway
Palos Hills, IL 60465

Dear President,

Congratulations! Your college has been selected as a 2019 Beautification Contest Winner by the City of Palos Hills.

Mayor Bennett and Alderman Marty Kleefisch, Beautification Chairman, along with the entire City Council would like to present you with an award and certificate of appreciation for your efforts in making your home a showcase.

The awards presentation will be held at City Hall, 10335 S. Roberts Road, Palos Hills, on Thursday, September 19 at 7:00 p.m. Please arrive by 6:45 p.m.

We hope you will be able to join us. Please RSVP to the Community Resource and Recreation Department staff at (708) 430-4500 before **September 4**.

Sincerely,

Kristin Violante
CRRD Commissioner

Denise Lumpkin
(708) 974-5729
lumpkin@morainevalley.edu

MORaine COMMUNITY COLLEGE CHILD CARE CNT RECEIVES EXCELERATE ILLINOIS BRONZE CIRCLE OF QUALITY DESIGNATION

Shows Continuous Quality Improvement Commitment to Children in Palos Hills

Palos Hills, Illinois - August 27, 2019 - Moraine Community College Child Care Cnt received the Bronze Circle of Quality designation from ExceleRate Illinois, the state's new quality recognition and improvement system for early learning and development providers.

"Every early learning and development provider who participates in ExceleRate Illinois makes quality a priority," said Cynthia L. Tate Ph.D., Executive Director, Governor's Office of Early Childhood Development. "The higher the designation, the higher the program's demonstrated quality and comprehensiveness in meeting children's early learning needs," she said.

"We are proud to receive the Bronze Circle of Quality," said Denise Lumpkin, Moraine Community College Child Care Cnt. "Providing quality in early learning and development will help our children in Palos Hills be better prepared for success in school and in life."

ExceleRate Illinois helps families make more informed choices about their children's early learning. It establishes standards to help infants, toddlers and preschoolers develop intellectually, physically, socially and emotionally. Additionally, it provides a framework for early learning and development professionals to identify opportunities to enhance their knowledge and skills.

Research in science and brain development shows that children who are more meaningfully engaged in early learning experiences from infancy through the first five years of life are more likely to be successful in school and in life. With the right engagement, children can form a healthy foundation of neural pathways in the brain, which impact their ability to think, react, process and grow.

ExceleRate Illinois is a comprehensive system that includes Licensed Child Care Centers, Licensed Family Child Care, Preschool for All and Center-Based Prevention Initiative Programs, Head Start and Early Head Start Programs.

For more information or to find a Child Care Resource & Referral Agency in your area, visit:
www.ExceleRateIllinois.com.

ExceleRate Illinois is administered through INCCRRA under the joint direction of the Governor's Office of Early Childhood Development, the Illinois Department of Human Services, and the Illinois State Board of Education.

#

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

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$48,499,803.50	\$10,107,154.03	\$8,212,775.50	\$50,394,182.03
OPERATION & MAINT FUND	\$9,037,711.32	2,213,365.22	1,183,568.19	10,067,508.35
OPERATION & MAINT (RESTR.)	\$17,316,687.49	634,019.26	982,322.77	16,968,383.98
BOND & INTEREST FUND	\$5,628,217.79	1,689,824.54	0.00	7,318,042.33
AUXILIARY FUNDS	\$9,241,498.92	2,075,670.26	2,104,594.34	9,212,574.84
RESTRICTED PURPOSE FUNDS	\$6,958,163.02	672,852.84	651,086.38	6,979,929.48
WORKING CASH FUND	\$13,512,789.49	27,197.70	0.00	13,539,987.19
TRUST & AGENCY FUNDS	\$80,107.09	83,898.03	1,684.12	162,321.00
AUDIT FUND	\$175,465.03	20,148.01	25,000.00	170,613.04
LIAB, PROTECT & SETTLE FUND	\$1,557,483.10	112,059.75	659,759.50	1,009,783.35
TOTAL	<u>\$112,007,926.75</u>	<u>\$17,636,189.64</u>	<u>\$13,820,790.80</u>	<u>\$115,823,325.59</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$23,750.00
HUNTINGTON BANK	CHECKING ACCT	1,062,321.00
FIRST MIDWEST BANK	CHECKING ACCT	3,439,362.01
FIRST MIDWEST BANK	TRUST ACCTS	470,649.41
WINTRUST MAXSAFE	MONEY MARKET	2,045,770.79
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	6,226,457.31
IL METROPOLITAN INVESTMENT FUND	1-3 YEAR FUND	3,150,609.73
IL SCHOOL DIST LIQUID ASSEST FUND	VARIOUS	11,757,687.34
SHORT TERM INVESTMENTS	VARIOUS	60,057,343.75
LONG TERM INVESTMENTS	VARIOUS	27,589,374.25
TOTAL		<u>\$115,823,325.59</u>

ACCOUNT EXPENDITURE SUMMARIES

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$8,212,775.50
9.3	OPERATION & MAINTENANCE FUND	1,183,568.19
9.4	OPERATION & MAINTENANCE (RESTR) FUND	982,322.77
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	2,104,594.34
9.7	RESTRICTED PURPOSE FUND	651,086.38
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	1,684.12
9.10	AUDIT FUND	25,000.00
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	659,759.50
	TOTAL	<u><u>\$13,820,790.80</u></u>

10.0 REPORTS OF PERSONNEL

10.1-1	Full Time	Enclosed
10.1-1(a)	Renewal of Appointments – Grant Funded	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
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

S U B J E C T R E P O R T – Full Time

Amanda Barzydlo	Groundskeeper Campus Operations	Effective: 10/7/19
Erick Cervantes	Community Service Officer Police Department	Effective: 9/23/19
Nicholas Denault	Groundskeeper Campus Operations	Effective: 10/7/19
Carlene Derickson	Secretary II Resource Development & Institutional Effectiveness	Effective: 10/7/19

R E C O M M E N D E D A C T I O N

That the above be employed.

Renewal of Appointment – Grant Funded

It is recommended that the appointment of the following grant-funded individuals be renewed for the 2019-2020 fiscal year, contingent upon the continuation of grant funding.

Marie Harrell	Internship Manager
Erica Hickey	Coordinator of Access & Accommodations
Evera Ivy	Job Resource Specialist
Nathan Payovich	Director of Disability Services

RECOMMENDED ACTION

That the appointments be renewed for the above individuals.

SUBJECT REPORT - Resignations/Terminations

Shanicka Burdine	Educational Case Manager Student Support Services	Effective: 9/13/19
Charlie Hoskins Jr.	Police Officer Police Department	Effective: 9/8/19

RECOMMENDED ACTION
That the above 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>
Nabil Kanja	Instructor, Earth Science Science, Business & Computer Technology	Pursuant to the terms of the Negotiated Agreement, promoted to Assistant Professor Effective: Academic Year 2019-2020

RECOMMENDED ACTION
That the above be approved as presented.

NEW BUSINESS

- *12.1 Affiliation Agreement with Cook County Health and Hospitals System
(Associate Degree Nursing) Enclosed
- *12.2 Affiliation Agreement with Governors State University (Nursing) Enclosed
- *12.3 Affiliation Agreement with Merit Sleep Management (Sleep Technology) Enclosed
- *12.4 Board Policy #6710.2: Support Services – Privacy Policy (new) Enclosed
- *12.5 Updated Resolutions for Signature Authority with First Midwest Bank Enclosed
- *12.6 Holiday Schedule Enclosed
- *12.7 College Life Cycle Management (LCM) Equipment Purchases
Fall 2019 Part I Enclosed

BOARD POLICY #6710.2:
SUPPORT SERVICES: PRIVACY POLICY

Recommended Action:

It is recommended that the Board of Trustees approve new Board Policy #6710.2: Privacy Policy, as presented.

Support Services

Privacy Policy

The college is committed to maintaining a user's online privacy and securing personal data in compliance with all laws. This privacy policy outlines the types of data the college gathers in operating the college's network, student systems, financial systems, and website as well as the steps the college takes to safeguard it. By using the college's online network and related systems, the user agrees to all the conditions stated in this privacy policy. The college reserves the right to amend these terms at any time and without further notice. The scope of privacy regulation at the college, includes but is not limited to:

- Illinois Personal Information Protection Act (815 ILCS 530)
- Family Education Rights and Privacy Act (FERPA)
- Gramm-Leach Bliley Act (GLBA)
- General Data Protection Regulation (GDPR)
- Genetic Information Nondiscrimination Act (GINA)
- Health Insurance Portability and Affordability Act (HIPAA)
- HIPAA – HITECH Act
- Library Records Confidentiality Act (75 ILCS 70/1)

Information Collection

- The college strives to keep your personal information accurately recorded. Technology, management processes, and policies have been implemented to help maintain data accuracy. The college provides individuals with reasonable access to personal information that they provided and the reasonable ability to review and correct it. To protect your privacy and security, the college will also take reasonable steps to verify your identity, such as requiring a password and user ID, before granting access to college systems.
- The college collects limited non-personally identifying information your browser makes available automatically whenever you visit a website. This information includes the Internet address of your computer or network, the date, time, and page you visited on the college site, your browser and operating system, and the referring page (the last webpage you visited before clicking on a link to our site).
- The college uses the aggregated information from all visitors to measure server performance, analyze user traffic patterns, and improve the content of the College site.
- The college sometimes tracks the keywords that are entered into a search engine to measure interest in specific topics, but the college does not track which terms a particular user enters.

- Some college online services require you to register for an account. As part of this registration, you will be asked for some personal information in order to create an account (typically your name, email address, and a password for your account), and that information will be used to provide the service. For certain services, such as the college's online payment services, your credit card or other payment information may be requested which may be stored temporarily in encrypted form on secure servers.
- Online payment transactions are allowed only under tightly controlled circumstances, where there are appropriate technological and other safeguards in place to protect financial and other sensitive data. The college uses industry standard practices to safeguard the confidentiality of your personal information. The college will take all reasonable precautions to safeguard the confidentiality of such information, but may not be held liable for any injury caused by the disclosure of that information, whether caused by security breach, accident, inadvertence, or any other act resulting in disclosure.

The college may share your personal data with other companies or authorized third parties who provide online services on behalf of the college. Personal Information may be disclosed to such third party service providers when required in order to ensure the accurate operation, protection, security, and maintenance of the services provided to users. These authorized third parties are not permitted to use your personal data for any other purposes. The college binds them contractually, requires them to act consistently with this policy and to use appropriate security measures to protect your personal data.

The college does not sell, rent, or otherwise distribute user information, including electronic mail addresses, to any outside company or organization, unless legally required to do so or with user consent. This applies to information that may be collected on the college's website and on any third party with whom the college contracts to provide Internet-related services.

Network Security

The college monitors network traffic to identify unauthorized attempts to upload or change information or to otherwise cause damage to the site. Anyone accessing the network with a user id expressly consents to such monitoring. The college will protect user privacy except as required by law enforcement (with appropriate court orders) or college policy as in performing duties to ensure campus safety. The college takes appropriate security measures to protect unauthorized access, alteration, or destruction of data. These measures are designed and intended to prevent corruption of data, block unknown or unauthorized access to our systems and information, and to provide reasonable protection of private information in our possession.

Links

The college uses link and search capabilities to navigate publicly available information from dozens of agencies that are not part of the college website and over whom the college exercises no control. The privacy policies and procedures described here do not necessarily apply to those sites. The college has no responsibility or liability for the content and activities of these linked sites. We suggest contacting those sites directly for information on their data collection and distribution policies.

Contacting Us

If you have any questions regarding this privacy policy, you may contact us using the information below.

Division of Information Technology
Moraine Valley Community College
9000 W. College Parkway
Palos Hills, IL 60465
(708) 608-4357

Policy
Adopted:

MORaine VALLEY COMMUNITY COLLEGE
Palos Hills, Illinois

UPDATED RESOLUTIONS WITH FIRST MIDWEST BANK

Upon the Board's approval of the attached Resolutions for Facsimile Signatures and Corporate Authorization Resolutions, the updated signature authority information for First Midwest Bank will be effective August 29, 2019. These resolutions add the new Board of Trustees Chair to the list of individuals authorized to sign checks over \$20,000.

Recommended Action:

It is recommended that the Board of Trustees approve the attached resolutions to update information on file at First Midwest Bank, an existing approved depository, to reflect updated changes in signature authority, effective August 29, 2019.

Account Title/Mailing Address MORAIN VALLEY COMMUNITY COLLEGE FEDERAL FUNDS ACCT 9000 COLLEGE PKWY PALOS HILLS IL 60465-1444	Account No: 5405194001 Date: 2/24/11 CIS Number: 3435133 Signatures Required: Any 2 (Threshold amount is \$ 20000.00)
<input checked="" type="checkbox"/> (x) Checking <input type="checkbox"/> Savings <input type="checkbox"/> Money Market <input type="checkbox"/> NOW	TAX I.D. 36-2614971
<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Non-Profit <input type="checkbox"/> Organization <input checked="" type="checkbox"/> (x) Other	Public Entity

The signer(s) hereby acknowledge(s) receipt of and agree(s) to the terms and conditions governing this account and the rules and regulations of the bank. The first-named account holder/signer admits to the following: Under penalties of perjury, I certify that (1) the number shown on this form is my correct taxpayer identification number, and (2) I am not subject to backup withholding because : (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding and (3) I am a U. S. person (including a U. S. resident alien). (4) The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. You must cross out item (2) if you have been notified by the IRS that you are currently subject to backup withholding. The IRS does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Return Signed Original to Bank

1) Name Theresa O'Carroll Title VP Financial and Business Services / College Treasurer	
2) Name Dr Sylvia Jenkins Title President	3) Name Kimberley A Hastings-Cristelli Title Board Chair
4) Name Dr Nomah Salleh-Barone Title VP Student Developme	5) Name Title
6) Name Title	7) Name Title
Additional Signers	

<u>Corporate Contact Name</u>	<u>Title</u>	<u>Phone</u>
-------------------------------	--------------	--------------

SPECIAL INSTRUCTIONS: 2 signatures required.
 Business Acct: BUSINESS DDA

Acct Type 75	Int Plan	Srv Chrg 901	Branch 184	Cost Ctr 24906	Opened By
Chrg Code 1	Stat Cycl 401	Analys Cycl	Prim Off 535	Sec Off	Chex Sys
FWC 4	User/Status /M	Source of Funds		FATCA N/A	

Account Title/Mailing Address MORAIN VALLEY COMMUNITY COLLEGE 9000 COLLEGE PKWY PALOS HILLS IL 60465-1444	Account No: 5400934115 Date: 11/16/06 CIS Number: 3435133 Signatures Required: Any 2 (Threshold amount is \$ 20000.00)
<input type="checkbox"/> Checking <input type="checkbox"/> Savings <input type="checkbox"/> Money Market <input checked="" type="checkbox"/> (x) NOW	TAX I.D. 36-2614971
<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Non-Profit <input type="checkbox"/> Organization <input checked="" type="checkbox"/> (x) Other	Public Entity

The signer(s) hereby acknowledge(s) receipt of and agree(s) to the terms and conditions governing this account and the rules and regulations of the bank. The first-named account holder/signer admits to the following: Under penalties of perjury, I certify that (1) the number shown on this form is my correct taxpayer identification number, and (2) I am not subject to backup withholding because : (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding and (3) I am a U. S. person (including a U. S. resident alien). (4) The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. You must cross out item (2) if you have been notified by the IRS that you are currently subject to backup withholding. The IRS does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Return Signed Original to Bank

1) Name Theresa O'Carroll Title VP Financial and Business Services / College Treasurer	2) Name Dr Sylvia Jenkins Title President	3) Name Kimberley A Hastings-Cristelli Title Board Chair
4) Name Dr Nomah Salleh-Barone Title VP Student Development	5) Name Title	6) Name Title
7) Name Title	Additional Signers	

Corporate Contact Name Title Phone

SPECIAL INSTRUCTIONS: 2 signatures required.
 Business Acct: PUBLIC SUPER CKG W/I

Acct Type 280	Int Plan	Srv Chrg 901	Branch 184	Cost Ctr 24908	Opened By
Chrg Code 1	Stat Cycl 401	Analys Cycl	Prim Off 535	Sec Off	Chex Sys
FWC 4	User/Status /M	Source of Funds		FATCA N/A	

Banking Resolutions (ID: 387330)

Resolution 5400934005 dated 08/29/19 (rev. 05/09/2018 - ID: 387330 ver: 1)

MORAIN VALLEY COMMUNITY COLLEGE

IL

NAME OF ORGANIZATION (include trade name, if applicable)

STATE OF ORGANIZATION

 TYPE OF ORGANIZATION Corporation Limited Liability Company Partnership
 Association Sole Proprietorship (x) Governmental Body / Public Entity

 NATURE OF BUSINESS Profit (x) Non-Profit IOLTA

ACCOUNT NUMBER(S) 5400935002 5405194001 5400934115 5400567008 5400934005

TO FIRST MIDWEST BANK ("Bank"):

The undersigned certifies that: I am an official of, and authorized to certify on behalf of, the above named organization, which is duly organized and existing under the laws of the state indicated, ("Organization"); in connection with the use of the above name, the Organization has complied with the statute of any jurisdiction whose law may apply, covering the use of an assumed name; the following is a complete, true and correct copy of certain resolutions of the Organization, which resolutions were duly adopted on 8/29/2019, and are in conformity with the laws of the state where organized and the organizational documents ("Resolutions"); and the resolutions have not been rescinded or modified and are in full force and effect on the date hereof.

1. **DEPOSIT AUTHORITY.** Be It Resolved, the Bank is designated a depository in which the funds of this Organization may be deposited, and that any owners, partners, signatories, employees, officers, members and agents (as applicable) of this Organization are hereby authorized to open and maintain an account or accounts with the Bank and endorse, in the name of this Organization, for the purpose of deposit and collection in and with the Bank, checks, drafts, notes and other like obligations ("Negotiable Instruments"). Endorsement for deposit and collection may be written or stamped endorsements of this Organization without designation of the party making the endorsements. All such Negotiable Instruments deposited and all prior endorsements are guaranteed by this Organization whether or not an express guaranty is incorporated in such endorsements.
2. **WITHDRAWAL AUTHORITY.** Be It Further Resolved, that Any One (x) Any Two or per Special Instructions (complete "Special Instructions" under the Designated Authority Section 7) of the person(s) identified within these resolutions under the Designated Authority Section 7 (is) (are) authorized to sign (including, without limitation, by use of a facsimile signature for any such person for whom a facsimile signature is affixed) any and all Negotiable Instruments, including orders or directions in informal or letter form, against any funds or accounts at any time standing to the credit of this Organization with the Bank, and that the Bank is authorized to honor any and all Negotiable Instruments so signed, including those drawn to the individual order of any such person or persons signing the same, without further inquiry or regard to the authority of said person and persons or the use of such checks, drafts or orders, or the proceeds thereof. Bank shall be entitled to honor the facsimile signature of any person for whom a facsimile signature is affixed regardless of by whom or by what means the actual or purported facsimile signature or signatures on any checks, drafts or other orders for the payment of money may have been affixed thereto, if such signature or signatures resemble the facsimile signature(s) affixed. Be It Resolved, the Bank is designated a depository in which the funds of this Organization may be deposited, and that any owners, partners, signatories, employees, officers, members and agents (as applicable) of this Organization are hereby authorized to open and maintain an account or accounts with the Bank and endorse, in the name of this Organization, for the purpose of deposit and collection in and with the Bank, checks, drafts, notes and other like obligations ("Negotiable Instruments"). Endorsement for deposit and collection may be written or stamped endorsements of this Organization without designation of the party making the endorsements. All such Negotiable Instruments deposited and all prior endorsements are guaranteed by this Organization whether or not an express guaranty is incorporated in such endorsements.
3. **TRANSFER AUTHORITY.** Be It Further Resolved, that the person(s) identified within these resolutions under the Designated Authority Section 7 (is) (are) authorized to designate in writing to the Bank the person or persons authorized to issue written, facsimile, telephonic, electronic or oral instructions with respect to the transfer of funds of this Organization on deposit with the Bank (or otherwise transferable by the Bank), by wire or otherwise, without any written order for the payment of money being issued with respect to such transfer, and, for and on behalf of this Organization, to enter into such agreements with the Bank with respect thereto as such person(s) deem(s) advisable.
4. **ADDITIONAL RESOLUTIONS.** Be It Further Resolved, that the person(s) identified within these resolutions under the Designated Authority Section 7 of this Organization (is) (are) authorized for and on behalf of this Organization:
 - a. to in writing delete from or add to the officer(s) or person(s) hereinafter designated to sign Negotiable Instruments or authorizations on behalf of the Organization;
 - b. to open additional account or accounts with the Bank;
 - c. to identify, approve and/or guarantee the endorsement of any payee or endorser of any Negotiable Instruments drawn by this Organization on the Bank or any other bank;
 - d. to waive presentment, demand, protest and/or notice of dishonor of protest and to give instructions in regard to the handling or delivery of any negotiable or non-negotiable papers or documents involved in any of said transactions; and
 - e. the Bank shall not be, in any manner whatsoever, responsible for or required to see to the application of any of the funds of this Organization deposited with it, checked or ordered out or borrowed from it, or secured by the discount of notes and other obligations to it as hereinafter provided, and all such transactions shall be conclusively presumed to be legally binding upon this Organization.
5. **TRADE NAME AUTHORITY.** Be It Further Resolved, that this Organization may open account(s) under a trade name, if applicable, which is merely an assumed name and style used by the Organization and is not a separate entity. The use of such assumed name on checks drawn upon the Bank or with respect to deposits made to said account is merely for the convenience of this Organization, and all actions taken by this Organization under such assumed name are and shall be the actions of this Organization.
6. **AGREEMENT AUTHORIZATION (Note: For Sole Proprietorship, only C, D and E apply; F only applies to Partnership).** Be It Further Resolved, in order to induce the Bank to act pursuant to the foregoing resolutions, this Organization hereby agrees as follows:
 - a. all of the foregoing resolutions shall continue in force until revoked or modified by written notice actually received by the Bank and setting forth a certified resolution duly adopted by the Organization and signed by one purporting to hold the appropriate position of authority; provided, however, that any such notice shall not be applicable with regard to any Negotiable Instruments received prior to the actual receipt of such notice or dated on or prior to the actual receipt of such notice, but presented to the Bank after receipt of such notice, and the Bank is authorized to rely upon the last communication received by it, so authenticated, as to: any resolution of this Organization, the persons who may be officers or signatories of this Organization (including their respective specimen signatures) and/or any other matters of the Organization, and the Bank shall be held harmless in such reliance, even though such resolution may

have been changed or rescinded;

- b. the Bank need not recognize a claim of authority to order the payment or delivery of any funds or other property standing on its books to the credit of, or held by it for the account of, this organization, which conflicts with a claim of authority of which the Bank had prior notice, unless the person asserting such subsequent claim shall procure an appropriate restraining order, injunction or other appropriate process against the Bank from a court of competent jurisdiction in the United States requiring the Bank so to act, or in lieu thereof, with the consent of the Bank, shall deliver to the Bank, in form and with sureties acceptable to the Bank, a bond indemnifying said Bank for any and all liability, loss, damage costs and expenses (including reasonable attorneys' and paralegals' fees and court costs) on account of any action by the Bank pursuant to such subsequent claim or on account of the dishonor of any check or other order of any person asserting the claim of which the Bank already had notice at the time the subsequent conflicting claim asserted by the person furnishing such bond;
- c. to indemnify the Bank and save it free and harmless from any and all claims, demands, expenses (including reasonable attorneys' and paralegals' fees and court costs), losses or damages it may suffer resulting from or growing out of or in connection with any act taken by the Bank as a result of, or its failure to act under any or all the foregoing resolutions (including its failure not to conform in all respects to the authorizations specified hereunder); as well as resulting from or growing out of acceptance by the Bank of a request to transfer funds from any individual(s) named or listed herein or from the refusal by the Bank to honor any request received which does not in all respects conform to the authorization specified hereunder with respect to the individual(s) making such request;
- d. to be bound by the Bank's Business Account Agreement and Disclosure, rules and regulations of the Bank, governmental regulations, industry association rules (including local clearing house rules) and general practices of the Bank which, from time to time, govern the account(s) of the Organization; and
- e. the Bank shall not be liable in any manner whatsoever for any miscarriage, mistake, delay, misfeasance or nonfeasance on the part of any agent or agency selected by the Bank in connection with any matter relating to these resolutions, and the Bank is hereby released and discharged from any and all liability for any loss or damage caused or occasioned by any act or thing beyond the immediate direct control of the Bank in connection with the services provided hereunder.
- f. the acts and doings of any of the general partners shall at all times receive full and faithful credit without the necessity of inquiry by the Bank or other persons relying upon the same as to any circumstances attending the same, or to the application of any monies loaned pursuant hereto, and that the acts and doings of any of the general partners with the Bank, and all agreements, written or oral, and any and all instruments of any and every kind, nature or description whatsoever heretofore or hereafter made, executed and delivered by this partnership to the Bank, are hereby fully ratified, approved, adopted and confirmed and declared to be and represent binding obligations of this partnership in accordance with the respective terms and provisions thereof.

Each of the foregoing applicable resolutions shall also apply in full to any account, transaction or property at or with any facility or facilities or branch or branches of the Bank or bank affiliate of the Bank.

**REFER TO SECTION 7 ON THE FOLLOWING PAGE REGARDING PERSON(S)
AUTHORIZED TO ACT ON BEHALF OF THIS ORGANIZATION**

7. The following person(s) are authorized to act on behalf of this Organization with the following authorities as designated below. Refer to each applicable section of the Banking Resolutions defining such authority and complete the "Designated Authorities" table appropriately.

Designated Authorities (ID: 387330 ver: 1)

Name	Title	Signature and/or Facsimile Signature	(Must Complete For Each Individual)		
			Section 2 Withdrawals	Section 3 Transfers	Section 4 Additional
Theresa O'Carroll	VP Financial and Business Services/College Treasurer		<input type="radio"/> No <input checked="" type="radio"/> (x) Yes	<input type="radio"/> No <input type="radio"/> Singly <input checked="" type="radio"/> (x) Jointly	<input type="radio"/> No <input type="radio"/> Singly <input checked="" type="radio"/> (x) Jointly
Dr Sylvia Jenkins	President		<input type="radio"/> No <input checked="" type="radio"/> (x) Yes	<input type="radio"/> No <input type="radio"/> Singly <input checked="" type="radio"/> (x) Jointly	<input type="radio"/> No <input type="radio"/> Singly <input checked="" type="radio"/> (x) Jointly
Kimberley A Hastings-Cristelli	Board Chair		<input type="radio"/> No <input checked="" type="radio"/> (x) Yes	<input type="radio"/> No <input type="radio"/> Singly <input checked="" type="radio"/> (x) Jointly	<input type="radio"/> No <input type="radio"/> Singly <input checked="" type="radio"/> (x) Jointly
Dr Nomah Salleh-Barone	VP Student Developme		<input type="radio"/> No <input checked="" type="radio"/> (x) Yes	<input type="radio"/> No <input type="radio"/> Singly <input checked="" type="radio"/> (x) Jointly	<input type="radio"/> No <input type="radio"/> Singly <input checked="" type="radio"/> (x) Jointly
			<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Singly <input type="radio"/> Jointly	<input type="radio"/> No <input type="radio"/> Singly <input type="radio"/> Jointly
			<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Singly <input type="radio"/> Jointly	<input type="radio"/> No <input type="radio"/> Singly <input type="radio"/> Jointly
			<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Singly <input type="radio"/> Jointly	<input type="radio"/> No <input type="radio"/> Singly <input type="radio"/> Jointly

Special Instructions

MORaine VALLEY COMMUNITY COLLEGE
NAME OF ORGANIZATION

36-2814971
FEDERAL EMPLOYEE ID NUMBER

(2 SIGNATURES REQUIRED) (ID: 387330 ver: 1)

BY:
OFFICER SIGNATURE
ITS: Dr Sylvia Jenkins President OFFICER NAME and TITLE

ATTEST:
ADDITIONAL OFFICER SIGNATURE (Initial if Organization has only one (1) Officer)

HOLIDAY SCHEDULE

According to the Agreement with the Support Staff Association, Christmas Day plus one additional day and New Year's Day plus one additional day are holidays. The following schedule is recommended:

Monday, December 23	-	College Closed
Tuesday, December 24	-	Holiday Observed
Wednesday, December 25	-	Holiday Observed
Thursday, December 26	-	College Closed
Friday, December 27	-	College Closed
Monday, December 30	-	College Closed
Tuesday, December 31	-	Holiday Observed
Wednesday, January 1	-	Holiday Observed
Thursday, January 2	-	College Closed
Friday, January 3	-	College Closed
Monday, January 6	-	College Reopens

Recommended Action:

It is recommended that the Board of Trustees adopt the holiday schedule and authorize that the college be closed from Monday, December 23, 2019, through Friday, January 3, 2020. The college will reopen on Monday, January 6, 2020.

DATE: September 5, 2019

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

FROM: Dennis Sage, Director of Infrastructure and Network Services

RE: **College Life-Cycle Management (LCM) Equipment Purchase Fall 2019-Part I**

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.

In an effort to maintain classroom podium and display systems, fifty-six (56) projectors, plus miscellaneous controllers, screens and accessories will be purchased. Ten (10) podiums are scheduled for replacement. Five (5) digital signs are scheduled for replacement.

Other items include three hundred (300) Cisco phones, two (2) replacement VSphere servers for Moraine's virtual server environment, and four (4) replacement fibre channel cards.

Recommendations for replacement computers, UPS systems and batteries, as Part II, are forthcoming.

RECOMMENDED ACTION

Whereas Midwest Computer Products, Inc. of West Chicago, Illinois has submitted the lowest responsible proposal for the purchase of fifty-six (56) projectors, plus miscellaneous controllers, screens and accessories; ten (10) podium systems; and five (5) digital signs, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to **Midwest Computer Products, Inc.** in the amount of **\$100,283.90**.

Whereas Metroline Direct of Troy, Michigan has submitted the lowest responsible proposal for the purchase of three hundred (300) Cisco phones, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to **Metroline Direct** in the amount of **\$ 41,997.00**.

Whereas Dell, Inc. of Round Rock, Texas is the sole provider for standardized server equipment at the college, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to **Dell Inc.**, in the amount of **\$ 25,483.74** for the purchase of two (2) VSphere servers.

Whereas ConRes, Inc. of Chicago, Illinois has submitted the lowest responsible proposal for the purchase of four (4) fibre channel switches and miscellaneous connectors and associated equipment, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to **ConRes, Inc.** in the amount of **\$ 29,976.00**.

Total Cost of this purchase: \$197,740.64