

**APPROVED**

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

The Governing Board of Moraine Valley Community College, District No. 524, Regular Meeting, was held on Tuesday, September 17, 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 August 20, 2019, and the unapproved minutes of the Closed Session Held August 20, 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 ICCTA Report**

Ms. Murphy reported that she attended the ICCTA meetings in Springfield on September 13-14. She indicated that the roundtable discussions with other colleges were very informative and that one interesting topic was about degrees and certificates in programs that increase employability. These might include a mix of classes and apprenticeships, as well as partnering with the trades. She

indicated that colleges could also focus on getting students prepared to take exams that will get them into apprenticeship programs. She reported on another interesting topic, which was a presentation about cannabis, which will be legal in Illinois in January. Rules are currently being written and the state will allow licenses for colleges to offer programs. She shared information from the presentation about the industry's potential for new job opportunities and that all colleges were encouraged to apply for the licenses. Those that do not get licenses can still offer programs by using hemp rather than cannabis in the program. She indicated that those schools that have these programs are getting many calls about it and interest is very high. She also reported that she attended other meetings and sessions on trustee leadership, and ICCTA representatives met and heard a report from the new ICCTA Director, Jim Reed.

### 5.2 Student Trustee Report

Mr. Williams reported that Welcome Days were held August 20-21 to welcome students back to school and introduce them to Student Life clubs, organizations and resources. The Student Government Association conducted a blood drive, collecting 30 units of blood, which have the ability to save up to 90 lives. Deaf Awareness Day was celebrated by students in the American Sign Language program assisting with the national anthem at a Chicago Cubs home game and providing sign language services throughout the stadium. A brief video of the event was shown. The scholarship reception, held August 27, was attended by more than 500 people, including students, family members, scholarship donors, faculty and staff. Mr. Williams shared a photo of scholarship recipients.

## **VI. REPORTS OF ADMINISTRATION**

### 6.1 President's Report

Dr. Jenkins thanked Trustee Murphy for attending the ICCTA meeting and for her report. She added that, this week, college staff members visited a lab in Joliet that may be able to partner with the college for a cannabis program. She thanked those who participated in the visit. Dr. Jenkins thanked Trustee Williams for his report, sharing that the turnout for the scholarship reception was the largest ever. She also recognized and thanked the Foundation for all the work to host this event.

She reported that concerns had been expressed by Trustee Barrett about the college's Higher Learning Commission (HLC) report and she introduced Dr. Sharon Katterman, Director of Resource Development and Institutional

Effectiveness; Dr. Pamela Haney, Vice President of Academic Affairs; and Mark Derdzinski, Communications faculty member, who will share information about the college's progress on this required interim report on assessment and learning outcomes.

- Assessment Report – Dr. Katterman reviewed information about the college's accreditation progression through the Open Pathways process. The HLC is one of five regional accrediting bodies in the United States, and accreditation allows an institution's students to file for federal financial aid and be able to transfer credits to other institutions of higher education. The Open Pathways accreditation process is for more mature institutions who have been through the usual accreditation process previously. It requires a lot of reporting and data sharing with the HLC to confirm that the college is meeting the five standards for continued accreditation. Dr. Katterman indicated that Moraine Valley went through the AQIP accreditation process for 14 years (2004-2018) and then began the Open Pathway process. She reviewed the steps in the college's 10-year cycle for accreditation. Dr. Haney confirmed that the college has continued full accreditation and that its next reaffirmation of accreditation will take place in 2027-28. She reported on the interim report required in June 2020, with a focus on common learning and program learning outcomes. She outlined the accomplishments to date, indicating that during this process, they continuously verified with HLC that all activities were appropriate and in line with HLC guidelines. Mark Derdzinski reported that he is one of seven faculty Assessment Fellows, appointed for three semesters, to provide assistance to faculty and staff to ensure effective assessment practices. He reported that the goal of assessment activities is to improve student learning through improved instruction.

Dr. Jenkins also recognized Dr. Nancy Gaylen, Director of Curriculum and Assessment, in the audience.

Dr. Jenkins asked Rick Hendricks, Vice President of Administrative Services, to provide a report on the college's hiring process. Mr. Hendricks shared a copy of an outline of the college's hiring process with the Board members. He highlighted various points of the process, including posting of open positions on the college's website for a minimum of five days, advertising through multiple avenues (depending on the position), qualifications review, and interviewing processes before a final candidate is recommended for hire.

Dr. Jenkins reported that as a follow up to the Facilities Master Plan discussed at the July Board Retreat, a working session of the Board has been proposed for October 8. She also noted that, by request, a copy of the college’s Life Cycle Management plan has been provided at each Board member’s seat.

**VII. COMMUNICATIONS**

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

**VIII. FINANCIAL STATEMENT**

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$115,823,325.59 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. O’Neill and seconded by Ms. Murphy to approve the following consent agenda items:

**IX. WARRANTS**

The warrant summaries are presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$ 8,212,775.50
9.3	Operation & Maintenance Fund	1,183,568.19
9.4	Operation & Maintenance Fund (Restricted)	982,322.77
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	2,104,594.34
9.7	Restricted Purpose Fund	651,086.38
9.8	Working Cash Fund	-0-
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  
(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

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

(DOCUMENT D - SUPPLEMENT TO MINUTES)

10.1-1(a) Renewal of Appointments – Grant Funded

It is recommended that the appointments be renewed for the following individuals, 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

(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

None.

10.1-5 Resignations/Terminations

Shanicka Burdine - Educational Case Manager, Student Support Services  
resignation effective 9/13/19

Charlie Hoskins Jr. - Police Officer, Police Department – resignation effective 9/8/19  
(DOCUMENT G - SUPPLEMENT TO MINUTES)

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

Nabil Kanja – from Instructor, Earth Science, Science, Business & Computer Technology to Assistant Professor - effective Academic Year 2019-2020  
(DOCUMENT H - 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 Cook County Hospitals and Health System d/b/a Cook County Health (Associate Degree Nursing)

It is recommended that the Board of Trustees approve the affiliation agreement with Cook County Hospitals and Health System d/b/a Cook County Health for Associate Degree Nursing.  
(DOCUMENT I - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Governors State University (Nursing)

It is recommended that the Board of Trustees approve the affiliation agreement with Governors State University for Nursing.  
(DOCUMENT J - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Merit Sleep Management (Sleep Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Merit Sleep Management for Sleep Technology.  
(DOCUMENT K - SUPPLEMENT TO MINUTES)

12.4 Board Policy #6710.2: Support Services – Privacy Policy (new)

It is recommended that the Board of Trustees approve new Board Policy #6710.2: Privacy Policy, as presented.  
(DOCUMENT L - SUPPLEMENT TO MINUTES)

12.5 Updated Resolutions for Signature Authority with First Midwest Bank

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. (DOCUMENT M - SUPPLEMENT TO MINUTES)

12.6 Holiday Schedule

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. (DOCUMENT N - SUPPLEMENT TO MINUTES)

12.7 College Life Cycle Management (LCM) Equipment Purchase Fall  
2019 Part I

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) fiber 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

(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, 10.1-1(a), 10.1-2, 10.1-3, 10.1-4, 10.1-5, and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, and 12.7:

Yes: Coleman, Hastings, M. Murphy, S. Murphy, O’Sullivan, Wagner, J. Murphy  
Student  
Advisory: Yes

Motion carried.

**XIII. MISCELLANEOUS**

Chair Cristelli announced that she is looking to introduce five committees to the Board—Student Services, Capital Projects/Strategic Planning, Finance, Personnel/Hiring, and Academic Affairs. She indicated that these would be great improvements to the Board to be more informed on what is going on at the college. She also indicated that this will be further discussed at the working session on October 8.

Mr. Murphy commended the Foundation on another great golf outing this year.

**XIV. AUDIENCE PARTICIPATION**

None.

Chair Cristelli asked for a motion for closed session; indicating that no action would be taken after the closed session.

Mr. Murphy asked if the Board was allowed to go into closed session when it is not included on the agenda. Chair Cristelli responded that it was appropriate as long as no action was being taken following the closed session.

It was moved by Ms. Kirkwood and seconded by Ms. Murphy to move to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, and collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, pursuant to sections 2(c)1 and 2(c)2 of the Illinois Open Meetings Act.

ROLL CALL VOTE TAKEN on motion to move to closed session:

Yes: Coleman, Hastings, M. Murphy, S. Murphy, O’Sullivan,  
Wagner, J. Murphy

Student

Advisory: Yes

Motion carried.

The Board moved to closed session at 7:00 PM, returning to open session at 7:31 PM.

Roll Call: Barrett, Coleman, Kirkwood, J. Murphy, P. Murphy, O’Neill,  
Cristelli, Williams (student trustee)

**XV. ADJOURNMENT**

The meeting adjourned at 7:34 PM.