

MORaine 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, Thursday, March 19, 2020, Board Room D219, 9000 W. College Parkway, Palos Hills, Illinois 60465. The meeting can be accessed by the public at morainevalley.edu/BOTMarch19. Once logged in, use the meeting number 998 248 279.

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **MINUTES**
 - 1) Unapproved Minutes - Regular Meeting, February 18, 2020
 - 2) Unapproved Minutes - Closed Session, February 18, 2020
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
6. **REPORTS OF ADMINISTRATION**
 - 1) President's Report
7. **COMMUNICATIONS**
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** Agenda for the Regular Meeting of March 19, 2020 Page 2
 - 1) * Full-Time

- 2) * Part-Time/Supplemental/Other
- 3) * Salary Revisions - Vice Presidents a. * Salary Revisions - Administrative & Professional Staff; Administrative Classified Staff
 - b. * Salary Revisions - Part-Time On-Call, Casual, Auxiliary, Temporary Non- Bargaining Unit
- 4) Leave of Absence (LOA) a. * Sabbatical Leave - Faculty
- 5) * Resignations/Terminations a. * Retirement - Administrative and Professional
- 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)

11. **UNFINISHED BUSINESS**

12. **NEW BUSINESS**

- 1) * Affiliation Agreement with Avantara Evergreen Park (Nursing, Basic Nurse Assistant Training)
- 2) * Affiliation Agreement with Community High School District 218 (Nursing)
- 3) * Education Affiliation and Indemnity Agreement with Franciscan Health Dyer (Respiratory Therapy)
- 4) * Amendment to Affiliation Agreement with Advocate Health and Hospitals Corporation (Health Information Technology)
- 5) * Amendment to Affiliation Agreement with Ann & Robert H. Lurie Children's Hospital of Chicago (Health Information Technology)
- 6) * Amendment to Affiliation Agreement with Ann & Robert H. Lurie Children's Hospital of Chicago (Medical Imaging)
- 7) * Amendment to Affiliation Agreement with Ann & Robert H. Lurie Children's Hospital of Chicago (Sleep Technology)
- 8) * Revised Board Policy #7286 - Human Resources: Drug-Free Workplace Policy
- 9) * Revised Board Policy #6253 - Support Services: Supplier Diversity and Open Access 10) * Life Safety Project: Building T Heating Water Plant Upgrades
- 11) * Community College Month Resolution
- 12) * Appointment to Illinois Community College Risk Management Consortium (ICCRMC) Board Of Directors
- 13) * Fall 2020, Spring 2021, Summer 2021 Blue Island Education Center Neighborhood Mailer and Southwest Education Center Mailer Bid
- 14) * 2020-2021 Class Schedule Mailer, Noncredit Mailer and Preview Post Card Combined Printing Bid
- 15) * M Building Moraine Rooms AV Upgrade Bid
- 16) * Police Vehicle Purchase
- 17) * Hill Rom "Smart" Hospital Bed Purchase

13. **MISCELLANEOUS**

14. **AUDIENCE PARTICIPATION**

15. **ADJOURNMENT**

MINUTES

Approved Minutes of December 17, 2019 Public Hearing on Tax Levy

Enclosed

Approved Minutes of the December 17, 2019 Regular Meeting

Enclosed

APPROVED

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

The Governing Board of Moraine Valley Community College, District No. 524, Public Hearing on the Tax Levy, 6:00 p.m., Tuesday, December 17, 2019, Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465. Public notice was given pursuant to the Open Meetings Act Section 42.02 (attached).

I. CALL TO ORDER

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

II. ROLL CALL

Present: Kimberly Hastings Cristelli, Chair; Bernadette Barrett; John Coleman; Joseph Murphy; Patricia Joan Murphy; Brian O'Neill

Absent: Beth McElroy Kirkwood; Andrew Williams, Student Trustee

III. PUBLIC HEARING ON THE TAX LEVY

There was no audience participation.

IV. ADJOURNMENT

The meeting adjourned at 6:01 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, Regular Meeting, immediately following Public Hearing, was held on Tuesday, December 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 6:02 PM.

II. ROLL CALL

Present: Kimberly Hastings Cristelli, Chair; Bernadette Barrett; John Coleman; Joseph Murphy; Patricia Joan Murphy; Brian O’Neill; Andrew Williams, Student Trustee (arrived 6:07 PM)

Absent: Beth McElroy Kirkwood

III. MINUTES

The Board of Trustees, having reviewed the unapproved Minutes of the Committee of the Whole Meeting of October 29, 2019, the unapproved Minutes of the Regular Meeting of November 12, 2019, the unapproved Minutes of the Committee of the Whole Meeting of December 3, 2019, and the unapproved minutes of the Closed Session Held November 12, 2019, and there being no further corrections to the minutes, the minutes are approved as presented.

Mr. Murphy asked, based on the consensus from the committee of the whole meeting, why there was no action item on the agenda regarding the proposed referendum.

Chairman Cristelli responded that she had received feedback from a majority of the Board that the referendum would not be on the agenda and that the Board would further discuss it.

Mr. Murphy asked if she called all of the Board members. She responded that she received feedback from a majority. Mr. Murphy noted that he did not receive a call.

Mr. Murphy made a motion to amend the agenda to include as an action item the proposed referendum that was recommended by the administration of the college. Mr. Coleman seconded the motion.

Chair Cristelli asked attorney Roche if it could be moved to table that. Mr. Roche confirmed that because there is a motion and second that a vote should be taken.

ROLL CALL VOTE TAKEN on motion to amend the agenda to include the proposed referendum:

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

Motion failed.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS

5.1 Student Trustee Report

As Mr. Williams arrived, Chair Cristelli briefly deferred his report so that he could get settled in.

VI. REPORTS OF ADMINISTRATION

6.1 Presentation to Wenney Tse

Mr. O'Neill presented Wenney Tse, Applications Developer, with a retirement gift and thanked her for her 20 years of service to the college.

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6.2 Presentation to Paul Brantl

Mr. Brantl was unable to be present; his retirement gift will be provided to him.

6.3 Presentation to Patrick O'Connor

Mr. Murphy presented Patrick O'Connor, Chief, Public Safety, with a retirement gift and thanked him for his many years of service to the college and its community.

With Mr. Williams' departure from the meeting, the Student Trustee Report is deferred.

6.4 President's Report

x National Geographic Learning Visit – ESL Project Classroom – Dr. Pamela Haney, Vice President of Academic Affairs, introduced Dr. Nina ShomanDajani, Assistant Dean, Learning Enrichment & College Readiness, and Margaret Dawczak, Manager of Transition and ESL, who each presented information about the ESL program and the National Geographic visit. The ESL program has been in existence for almost 30 years and currently serves 1,000 students annually from 45 different countries. The program uses curricular materials from National Geographic, and was selected for a visit by National Geographic in October to interview and film students and staff for a documentary. The links for the videos, as they are released, will be shared.

x Grants Report – Dr. Sharon Katterman, Director of Resource Development and Institutional Effectiveness, provided a report on grants received by the college, which totaled \$6,175,683 for FY19. She noted that some of the unusual changes in levels of funding were a result of the state's budget situation and the release of some FY17 funds in FY18, indicating that it made it look as though there was a large bump in funding for FY18. She

noted a number of grants that specifically support student retention through data and/or tracking of students continuing from one semester to the next or successfully completing the program/project. She shared information on the percentage of grants submitted and awarded and the number of grants researched. She pointed out a number of the college's newer grants.

Dr. Jenkins reported that the college was recently visited by a delegation from Ukraine, coordinated by the Council of International Programs in Chicago, to visit the college's cybersecurity program and learn more about community colleges. She thanked Jessica Crotty, Assistant Director of Marketing and

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Communications, for coordinating the visit, Trustee John Coleman for being in attendance during the visit, and all the others who played a part in the visit. She showed a book gifted to the college from the delegation, which will be provided to the library, and a coin commemorating the launching of the first earth satellite. Dr. Jenkins thanked Trustees Cristelli, Kirkwood and Patricia Murphy for their attendance at the Women's Leadership Conference on December 6, as well as the planners for the conference, which included college staff and area high school students. She also thanked Trustee Patricia Murphy for attending the elected officials' breakfast on December 10. She thanked the Board for supporting the Facilities Master Plan that will be used for the next few years to guide the college as it moves forward as an institution. She reported that the Board has deferred moving forward with a referendum at this time and that the college will be working with consultants to develop a community engagement plan. She will bring those plans and strategies back to the Board because the college has to get on a ballot at some point because the college needs these spaces in order to move forward. She indicated that a lot of hard work has been done by faculty and staff to develop the Facilities Master Plan.

VII. COMMUNICATIONS

- 7.1 Letter from Illinois Council of Community College Administrators (ICCCA) re Presentation at Conference (Dr. Cindy Anderson)
- 7.2 Letter from Illinois Council of Community College Administrators (ICCCA) re Presentation at Conference (Dr. Sara Gallagher)
- 7.3 Letter from Illinois Council of Community College Administrators

- (ICCCA) re Presentation at Conference (Terra Jacobson)
- 7.4 Letter from Illinois Council of Community College Administrators
(ICCCA) re Presentation at Conference (James Snooks)

VIII. FINANCIAL STATEMENT

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$105,514,243.26 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.2 Budget Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

CONSENT AGENDA (IX – XII):

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Ms. Barrett made a motion to remove Agenda Item 10.1-1 from the consent agenda for further discussion.

After some confusion concerning what action was being taken, Chair Cristelli requested a motion to approve the consent agenda, excluding Agenda Item 10.1-1.

It was moved by Ms. Barrett and seconded by Ms. Murphy to approve the following consent agenda items, excluding Agenda Item 10.1-1:

IX. WARRANTS

The warrant summaries are presented to the Board.

| | | |
|-----|---|----------------|
| 9.1 | Account Expenditure Summaries | |
| 9.2 | Education Fund | \$,872,538.56 |
| 9.3 | Operation & Maintenance Fund | 915,502.19 |
| 9.4 | Operation & Maintenance Fund (Restricted) | 526,853.37 |
| 9.5 | Bond & Interest Fund | 6,465,733.51 |
| 9.6 | Auxiliary Enterprise Fund | 618,605.06 |
| 9.7 | Restricted Purpose Fund | 790,119.12 |

| | | |
|------|---|----------|
| 9.8 | Working Cash Fund | -0- |
| 9.9 | Trust and Agency Fund | 6,197.03 |
| 9.10 | Audit Fund | -0- |
| 9.11 | Liability, Protection & Settlement Fund | 6,256.67 |

(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.

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT D - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

Guadalupe Cuellar - Financial Aid Expeditor, Financial Aid - L.O.A.
(PARENTAL) 11/25/19-2/28/20

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Esmeralda Diaz - Secretary II, Code of Conduct – Student Life - L.O.A.
(PARENTAL) 3/29/20-6/21/20

(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Ingrid Farmer - Payroll Assistant, Payroll – resignation effective 11/22/19
Nancy Gaylen - Director of Curriculum and Assessment, Academic Services
– resignation effective 2/1/20

Nishia Ikezoe Heard - Financial Aid Process Improvement Coordinator,
Financial Aid - resignation effective 11/15/19

Demetres Jones - Admissions Recruiter, Admissions & Recruitment –
resignation effective 1/6/20

Jurga Mackoniene - Library Assistant III, Learning Resource Center – resignation effective 1/10/20

Laurie Reese - Manager, Employee Training & Development, Center for Teaching & Learning – termination effective 11/18/19

Thomas Warren - P.T. Police Officer, Police Department – resignation effective 11/20/19

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement - Faculty

Mary Sifner - Professor, Nursing, Career Programs – retirement effective 12/18/20

Claudia Tripoli - Associate Professor, Radiologic Technology, Career Programs – retirement effective 8/31/20

(DOCUMENT G - SUPPLEMENT TO MINUTES)

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

Alma Gaona – from Financial Aid Expeditor, Financial Aid to Financial Aid Process Improvement Coordinator - effective 1/6/20

(DOCUMENT H - SUPPLEMENT TO MINUTES)

XI. UNFINISHED BUSINESS

None.

XII. NEW BUSINESS

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

12.1 Affiliation Agreement with Addiction Recovery Services, Inc.
(Addictions Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Addiction Recovery Services, Inc., for Addictions Studies.

(DOCUMENT I - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Bria Health Services of Palos Hills
(Nursing, Basic Nurse Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Bria Health Services of Palos Hills for Nursing and Basic Nurse Assistant.

(DOCUMENT J - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Franciscan Communities, Inc., d/b/a
Franciscan Village (Nursing, Basic Nurse Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Franciscan Communities, Inc., d/b/a Franciscan Village for Nursing and Basic Nurse Assistant.

(DOCUMENT K - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Cook County Health and Hospital
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 Health and Hospital System, d/b/a Cook County Health for Associate Degree Nursing.

(DOCUMENT L - SUPPLEMENT TO MINUTES)

12.5 Approval of New A.A.S. Degree Program and New Certificate
Program: Paralegal Studies

It is recommended that the Board of Trustees approve the new AAS degree and certificate programs in Paralegal Studies, effective fall 2020.

(DOCUMENT M - SUPPLEMENT TO MINUTES)

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12.6 Approval of New Certificate Program: ESL and Bilingual Educator

It is recommended that the Board of Trustees approve a new certificate program in ESL and Bilingual Educator, effective fall 2020.

(DOCUMENT N - 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 August 20, 2019, and September 17, 2019 be released. Additionally, it is recommended that the audio/digital recordings of March 20, 2018; April 10, 2018; April 16, 2018; May 15, 2018; and June 5, 2018 closed session meetings be destroyed. (DOCUMENT O - SUPPLEMENT TO MINUTES)

12.8 Revised Board Policy 7242.1: Human Resources – Sexual and Other Forms of Harassment

It is recommended that the Board approve the revision to Board Policy #7242.1, Human Resources – Sexual and Other Forms of Harassment, as presented.
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.9 Coffee Kiosk Contract Extension/Espresso Love

Auxiliary Services at Moraine Valley Community College is recommending that the Board of Trustees authorize and approve the college president to be signator on the Espresso Love II, INC., three (3) year contract extension. The effective date of this contract will be January 6, 2020 through January 5, 2023.

Espresso Love II, INC., will pay the college \$20,000.00 per year for next three (3) years. (DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.10 Building T Air Handling Unit Replacement Phase III Bid

Whereas., Quality Control Systems, Inc., of Crete, Illinois, submitted the lowest responsible and responsive bid, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$734,784.00 to Quality Control Systems, Inc. for the Building T Air Handler Replacement Phase III Bid.

(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.11 Building M Restaurant Bid (Buildout)

Whereas., L.J. Morse Construction Company, of Aurora, Illinois, submitted the lowest responsible and responsive bid, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$360,100.00 to L.J. Morse Construction Company for the Building M Restaurant Bid.

(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.12 Adoption of Resolution Setting Forth Tax Levies for 2019 and Approval of Tax Certificate of Tax Levy for 2019

It is recommended that the Board of Trustees adopt the Resolution Setting Forth Tax Levies for 2019 and approve the Certificate of Tax Levy for 2019.

(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.13 Property Tax Limitation Resolution

It is recommended that the Board adopt the Property Tax Limitation Resolution as presented. (DOCUMENT U - 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; 10.1-2, 10.1-3, 10.1-4, 10.1-5, 10.15(a), and 10.1-6; 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, J. Murphy, P. Murphy, O'Neill, Cristelli |
| Absent: | Kirkwood |
| Student | |
| Advisory: | Absent |

Motion carried.

Mr. O'Neill publicly read the full title of Agenda Item 12.14 into the official record.

It was moved by Mr. O'Neill and seconded by Mr. Murphy to approve Agenda Item 12.14.

12.14 Resolution Abating the Tax Heretofore Levied for the year 2019 to Pay Debt Service on the Taxable General Obligation Bonds (Alternate Revenue Source), Series 2012D, and General Obligation Bonds

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(Alternate Revenue Source), Series 2013, of Community College District 524

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

ROLL CALL TAKEN on Agenda Item 12.14:

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

Motion carried.

It was moved by Ms. Barrett and seconded by Ms. Murphy to move to closed session to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body pursuant to Sections 2(c)(1) of the Open Meetings Act.

ROLL CALL VOTE TAKEN on moving to closed session:

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

Motion carried.

Chair Cristelli indicated that the Board would return for a vote but wished everyone happy holidays and Happy New Year.

The Board moved to closed session at 6:50 PM, returning to open session at 7:46 PM.

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

Absent: Kirkwood

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It was moved by Ms. Barrett and seconded by Ms. Murphy to approve Agenda Item 10.1-1.

10.1-1 Full-Time

Philip Davis - Educational Case Manager, TRIO/Student Support Services – effective 1/6/20

John Krull - Police Lieutenant/Support Services Commander, Police – effective 1/6/20

Randal Szewka - Automotive Technology Lab Assistant, Career Programs – effective 1/6/20

Jeff Wold - Police Officer, Police - effective 1/6/20

(DOCUMENT W - SUPPLEMENT TO MINUTES)

ROLL CALL TAKEN on Agenda Item 10.1-1:

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

Absent: Kirkwood

Student

Advisory: Absent

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. ADJOURNMENT

The meeting adjourned at 7:47 PM.

REPORTS OF ADMINISTRATION

6.1 President's Report

Verbal

**MORaine VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524**

| | | | | |
|-----------------------------|-----------------|-----------------|------------------------|------------------|
| EDUCATION FUND | \$42,083,653.11 | \$11,001,421.21 | \$5,789,904.75 | \$47,295,169.57 |
| OPERATION & MAINT FUND | 7,602,439.34 | 853,895.03 | 910,336.06 | 7,545,998.31 |
| OPERATION & MAINT (RESTR.) | 17,477,100.26 | 99,074.39 | 125,391.79 | 17,450,782.86 |
| BOND & INTEREST FUND | 1,427,460.27 | 691,851.79 | 0.00 | 2,119,312.06 |
| AUXILIARY FUNDS | 8,831,167.99 | 584,161.73 | 1,144,800.96 | 8,270,528.76 |
| RESTRICTED PURPOSE FUNDS | 6,766,739.31 | 9,230,715.85 | 9,334,655.72 | 6,662,799.44 |
| WORKING CASH FUND | 13,685,040.67 | 9,263.02 | 0.00 | 13,694,303.69 |
| TRUST & AGENCY FUNDS | 134,848.20 | 2,828.98 | 10,153.64 | 127,523.54 |
| AUDIT FUND | 115,665.37 | 8,228.74 | 0.00 | 123,894.11 |
| LIAB, PROTECT & SETTLE FUND | 1,001,355.72 | 47,283.23 | 5,032.54 | 1,043,606.41 |
| TOTAL | \$99,125,470.24 | \$22,528,723.97 | <u>\$17,320,275.46</u> | \$104,333,918.75 |

ENDING BALANCE REPRESENTED BY:

| | | |
|-----------------------------------|---------------|------------------|
| PETTY CASH & CHANGE FUNDS | | \$23,150.00 |
| HUNTINGTON BANK | CHECKING ACCT | 1,027,523.54 |
| FIRST MIDWEST BANK | CHECKING ACCT | 8,476,244.72 |
| FIRST MIDWEST BANK | TRUST ACCT | 461,565.23 |
| WINTRUST MAXSAFE | MONEY MARKET | 2,066,535.25 |
| IL METROPOLITAN INVESTMENT FUND | MONEY MARKET | 3,176,006.29 |
| IL METROPOLITAN INVESTMENT FUND | 1-3 YEAR FUND | 3,205,128.91 |
| IL SCHOOL DIST LIQUID ASSEST FUND | VARIOUS | 9,850,368.06 |
| SHORT TERM INVESTMENTS | VARIOUS | 56,297,528.75 |
| LONG TERM INVESTMENTS | VARIOUS | 19,749,868.00 |
| TOTAL | | \$104,333,918.75 |

ACCOUNT EXPENDITURE SUMMARIES

| <u>AGENDA ITEM</u> | <u>FUND</u> | <u>AMOUNT</u> |
|--------------------|---|-------------------------------|
| 9.2 | EDUCATION FUND | \$5,789,904.75 |
| 9.3 | OPERATION & MAINTENANCE FUND | 910,336.06 |
| 9.4 | OPERATION & MAINTENANCE (RESTR) FUND | 125,391.79 |
| 9.5 | BOND & INTEREST FUND | - |
| 9.6 | AUXILIARY ENTERPRISE FUND | 1,144,800.96 |
| 9.7 | RESTRICTED PURPOSE FUND | 9,334,655.72 |
| 9.8 | WORKING CASH FUND | - |
| 9.9 | TRUST AND AGENCY FUND | 10,153.64 |
| 9.10 | AUDIT FUND | - |
| 9.11 | LIABILITY, PROTECTION & SETTLEMENT FUND | 5,032.54 |
| | TOTAL | <u>\$17,320,275.46</u> |
| | | <u><u>\$17,320,275.46</u></u> |

10.0 REPORTS OF PERSONNEL

| | | |
|-----------|--|----------|
| 10.1-1 | Full Time | Enclosed |
| 10.1-2 | Part Time/Supplemental/Other | Enclosed |
| 10.1-3 | Salary Revisions – Vice Presidents | Enclosed |
| 10.1-3(a) | Salary Revisions – Administrative & Professional Staff; Administrative Classified Staff | Enclosed |
| 10.1-3(b) | Salary Revisions – Part-Time On-Call, Casual, Auxiliary, Temporary Non-Bargaining Unit | Enclosed |
| 10.1-4 | Leave of Absence (LOA) | None |
| 10.1-4(a) | Sabbatical Leave – Faculty | Enclosed |
| 10.1-5 | Resignations/Terminations | Enclosed |
| 10.1-5(a) | Retirement – Administrative and Professional | Enclosed |
| 10.1-6 | Reclassifications (Promotions, Transfers, Corrections, Etc.) | Enclosed |

SUBJECT REPORT – Full Time

| | | |
|-----------------------|--|--------------------|
| Patrick Ryan Ackerman | Financial Aid Expeditor Financial Aid | Effective: 3/30/20 |
| Carrie Blixt-Diaz | Director of Curriculum & Assessment Academic Services | Effective: 4/13/20 |
| Roxanna Valero | Admissions Recruiter Admissions & Recruitment | Effective: 3/30/20 |
| Robert Wall | Police Officer Police | Effective: 4/13/20 |

RECOMMENDED ACTION

That the above be employed.

Agenda Item No. 10.1-3

March 19, 2020

S U B J E C T R E P O R T – Salary Revisions – Vice Presidents

Vice President of Academic Affairs
Vice President of Administrative Services
Vice President of Information Technology
Vice President of Financial and Business Services/College Treasurer
Vice President of Student Development

It is recommended that the Vice President of Academic Affairs, Vice President of Administrative Services, Vice President of Information Technology, Vice President of Financial and Business Services/College Treasurer, and the Vice President of Student Development be granted a salary increase of 3.5% for FY21.

RECOMMENDED ACTION

That the above recommendations be approved for the Vice President of Academic Affairs, Vice

President of Administrative Services, Vice President of Information Technology, Vice President of Financial and Business Services/College Treasurer, and the Vice President of Student Development.

Agenda Item No. 10.1-3(a)

March 19, 2020

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

It is recommended that the Administrative & Professional Staff be granted salary increases not to exceed 3.5% in the aggregate for FY21; and that the Administrative Classified Staff be granted salary increases not to exceed 3.5% in the aggregate for FY21.

It is recommended that the minimum of each salary range for the Administrative & Professional Staff and the Administrative Classified Staff be adjusted by 1% and the maximum by 1% for FY21.

RECOMMENDED ACTION

That the above recommendations be approved for the Administrative & Professional Staff and the Administrative Classified Staff.

Agenda Item No. 10.1-3(b)

March 19, 2020

Salary Revisions – Part-Time On-Call, Casual, Auxiliary, Temporary Non-Bargaining Unit

It is recommended that the Part-Time On-Call, Casual, Auxiliary, Temporary Non-Bargaining Unit employees be granted salary increases not to exceed 3.5% in FY21.

RECOMMENDED ACTION

That the above recommendations be approved for the Part-Time On-Call, Casual, Auxiliary, Temporary Non-Bargaining Unit employees.

Agenda Item No. 10.1-4(a)

March 19, 2020

Sabbatical Leave – Faculty

In accordance with the Faculty Negotiated Agreement, one (1) application for sabbatical leave was received. The application was reviewed by the Faculty Development Committee, the appropriate Dean and the Vice President of Academic Affairs. It is recommended that the following faculty member be granted a sabbatical leave:

Erika Deiters, Assistant Professor, Communications
Spring 2021 semester with full pay

RECOMMENDED ACTION

That the above leave be granted.

Agenda Item No. 10.1-5
March 19, 2020

S U B J E C T R E P O R T - Resignations/Terminations

Joanna Summa

Departmental Assistant
Academic Services

Effective: 3/12/20

RECOMMENDED ACTION

That the above be approved as presented.

Agenda Item No. 10.1-5(a)
March 19, 2020

Retirement – Administrative and Professional

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

| | | |
|------------|--|---------|
| Alma Gaona | Financial Aid Process Improvement Coordinator Financial Aid | 2/28/20 |
|------------|--|---------|

RECOMMENDED ACTION

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

Agenda Item No. 10.1-6
March 19, 2020

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> |
|----------------|---|--|
| Larry Bernier | Warehouse Worker Shipping & Receiving Support Staff | Reclassified to: Lead Warehouse Worker Effective: 5/4/20 |
| Karen Kowalski | Instructor, Medical Office Assistant Career Programs | Pursuant to the terms of the Negotiated Agreement, promoted to Assistant Professor Effective: Academic Year 2020-2021 |

RECOMMENDED ACTION

That the above be approved as presented.

Agenda Item 12.0

March 19, 2020

NEW BUSINESS

- | | |
|--|----------|
| *12.1 Affiliation Agreement with Avantara Evergreen Park (Nursing, Basic Nurse Assistant) | Enclosed |
| *12.2 Affiliation Agreement with Community High School District 218 (Nursing) | Enclosed |
| *12.3 Education Affiliation and Indemnity Agreement with Franciscan Health Dyer (Respiratory Therapy) | Enclosed |
| *12.4 Amendment to Affiliation Agreement with Advocate Health and Hospitals Corporation (Health Information Technology) | Enclosed |
| *12.5 Amendment to Affiliation Agreement with Ann & Robert H. Lurie Children's Hospital of Chicago (Health Information Technology) | Enclosed |
| *12.6 Amendment to Affiliation Agreement with Ann & Robert H. Lurie Children's Hospital of Chicago (Medical Imaging) | Enclosed |
| *12.7 Amendment to Affiliation Agreement with Ann & Robert H. Lurie Children's Hospital of Chicago (Sleep Technology) | Enclosed |
| *12.8 Revised Board Policy #7286 – Human Resources: Drug Free Workplace Policy | Enclosed |
| *12.9 Revised Board Policy #6253 – Support Services: Supplier Diversity And Open Access | Enclosed |
| *12.10 Life Safety Project: Building T Heating Water Plant Upgrades | Enclosed |
| *12.11 Community College Month Resolution | Enclosed |
| *12.12 Appointment to Illinois Community College Risk Management | |

| | |
|---|---|
| Consortium (ICCRMC) Board of Directors | Enclosed |
| *12.13 Fall 2020, Spring 2021 and Summer 2021 Blue Island Education Center Neighborhood Mailer and Southwest Education Center Mailer Bid | Enclosed |
| *12.14 2020-2021 Class Schedule Mailer, Noncredit Mailer and Preview Post Card Combined Printing Bid | Enclosed |
| *12.15 M Building Moraine Rooms AV Upgrade Bid | Enclosed |
| *12.16 Police Vehicle Purchase | Enclosed |
| *12.17 Hill Rom “Smart” Hospital Bed Purchase | Enclosed |
| | <u>Agenda Item 12.8</u> March 19, 2020 |

REVISED BOARD POLICY #7286:
HUMAN RESOURCES
#7286 – DRUG-FREE WORKPLACE POLICY

The revised policy is attached.

Recommended Action:

It is recommended that the Board approve the revision to Board Policy #7286 – Human Resources: Drug-Free Workplace Policy, as presented.

7286

Human Resources

Drug-Free Workplace Policy

Statement of Policy:

The College is committed to maintaining a work-place that is free from the effects of drug and alcohol use. To promote this goal, employees are required to report to work in appropriate mental and physical condition to perform their jobs in a satisfactory manner.

In accordance with the ~~F~~ederal Drug-Free Work~~place-Place~~ Act of 1988, College employees shall not manufacture, distribute, dispense, possess or use ~~illicit drugs, unauthorized prescription drugs,~~ alcohol (unless authorized), illegal drugs or controlled substances on ~~the premises of any College premises building or facility (unless authorized),~~ in College-owned vehicles, while on call, or during work hours otherwise while working for the College. Likewise, employees also are prohibited from being under the influence of alcohol (unless authorized), illegal drugs or controlled substances, unauthorized prescription drugs or alcohol on the premises of any College premises building or facility (unless authorized), in College-owned vehicles, while on call, or during work hours otherwise while working for the College, regardless of when and/or where the drug or alcohol use occurred. In addition, law enforcement officers employed by the College shall not distribute, dispense, possess or use cannabis or cannabis-infused substances at any time, including without limitation when they are off duty. [MS1]

Compliance with this policy is a condition of employment. Sanctions for violation of this policy extend to and include dismissal and referral for prosecution consistent with applicable local, state and federal law. Employees who are being disciplined for being impaired by or under the influence of cannabis while working or while on call will be provided a reasonable opportunity to contest the basis of the College's determination.

This policy does not apply to the lawful use of prescription drugs under the supervision of a licensed healthcare professional and within the limits of a valid prescription. An employee who has been prescribed drugs or who is taking over-the-counter medications that come in containers with warnings about drowsiness or interference with the ability to operate machinery or drive safely, is required, however, to consult with his or her doctor or pharmacist about the medication's effect on the employee's ability to perform his or her job safely, and to immediately disclose to his or her supervisor any medication-related work restrictions. Employees should not,

however, disclose the type of drugs they have been prescribed or the underlying medical conditions, impairments or disabilities unless specifically directed to do so by their doctors or asked to do so by the College Human Resources Director or his/her Designee.

Pre-Employment Testing:

Applicants for any College position may be required to submit to and pass a drug test as a condition of employment, given to applicants with conditional offers of employment. Applicants shall be disqualified from employment with the College for refusal to submit to a required drug test, or for a confirmed positive drug test. Except as required by law, such a pre-employment drug test will not include testing for alcohol or cannabis. [MS2]

7286 cont.

Drug Testing of Employees:

It is the policy of the College to conduct drug/alcohol testing where it has a reasonable suspicion that an employee may be under the influence of alcohol, illegal drugs or other controlled substances. In addition, any employee who is reasonably believed to have caused or contributed to an accident which injures or reasonably could have injured an individual ~~resulted in personal injury requiring medical treatment away from the scene of the accident,~~ or which damages College property, disabled a piece of equipment or at the discretion of the Supervisor following an accident shall may be tested for alcohol, illegal drugs or other controlled substances.

Employees subject to D.O.T. testing the requirements of U.S. Department of Transportation regulations or the Substance Abuse Prevention on Public Works Projects Act shall be tested in accordance with the applicable regulations and statutory provisions, D.O.T. regulations in addition to the testing and discipline provisions of this policy. Refusal to submit to testing will result in disciplinary action, up to and including dismissal.

In the event the employee is so seriously injured that he/she cannot provide a sample of urine or breath at the time of the accident, the employee must provide necessary authorization to the College to obtain hospital records or other documents that would indicate whether or not there was the presence of controlled substances or alcohol were present in the employee's system at the time of the accident. Failure to comply with the authorization will may result in the termination of employment.

The College will maintain medical records relating to alcohol or drug use, diagnosis, and treatment in a file separate from the employee's regular personnel file. The College will not disclose these records to persons outside the College without the employee's consent unless disclosure of the records is necessary for legal or insurance purposes.

Reporting Obligations:

As a condition of initial or continued employment, employees shall abide by the terms of this policy and shall notify the College Human Resources Director of any criminal drug statute

conviction, guilty or nolo contendere plea for a violation no later than five days after such conviction or plea.

For purposes of this policy, the term “controlled substance” means a substance that is:

1. Not legally obtainable;
2. Being used in a manner different than prescribed; 3. Legally obtainable, but has not been legally obtained; or
4. Referenced in federal or state controlled substance acts.

~~For purposes of this policy, the term “controlled substance” means a controlled substance listed in the Illinois Controlled Substances Act (720 ILCS 570) or Cannabis Control Act (720 ILCS 550) and substances listed in Schedules I through V of the Federal Controlled Substances Act (21 U.S.C. ' 812), as further defined by regulation at 21 CFR ' ' 1308.11 through 1308.15. Among other substances, it includes such illegal drugs as marijuana, cocaine, crack, PCP, heroin, morphine and LSD listed in schedules I through V of Section 202 of the Controlled Substances Act (21 USC ' 812.)~~

For the purpose of determining-confirming whether the employee is under the influence of alcohol in violation of this policy, test results showing an alcohol concentration of .02 or more ~~based upon the grams of alcohol per 100 millimeters of blood~~ will be considered positive, and results showing an alcohol concentration of .0199 or less shall be considered negative.

Employees who have completed a rehabilitation program will be subject to alcohol and drug screening prior to returning to work along with an additional random test for a period of 6 months after returning.

Employees employed on a grant provided by a federal agency and convicted of a criminal drug statutory offense are required to notify the Director of Human Resources of this fact within five (5) days of their conviction. The College must notify the granting agency within ten (10) days of receiving notice from the employee, or otherwise receiving actual notice of such conviction. Within thirty (30) days following notification of conviction, appropriate sanctions here within listed shall be imposed.

Information & Assistance:

From time to time during the academic year, the College may sponsor workshops or seminars and may distribute informational materials dealing with the dangers of drug abuse. Employees are encouraged to attend these seminars and to read the informational materials provided. Additional information regarding the dangers and health risks of alcoholic beverages and illegal chemical substances is available in Human Resources, the Counseling Center, and the Library.

The College provides an Employee Assistance Program (EAP) for employees. The EAP offers a confidential, cost free referral and assessment service, 24 hours a day, for both employees and their family members. The EAP assists employees in dealing with personal problems including substance abuse, emotional, mental health, family, marital, financial, and legal problems.

Policy

Adopted: 7/19/89

(formerly #7288)

Reviewed: 10/12/95

Amended: 3/29/03

Reviewed: 12/17/09

Amended: 11/13/12 Reviewed:

6/17/15 Agenda Item 12.9

MORAIN VALLEY COMMUNITY COLLEGE

Palos Hills, Illinois

March 19, 2020

REVISED BOARD POLICY #6253:
SUPPORT SERVICES
#6253 – SUPPLIER DIVERSITY AND OPEN ACCESS

The revised policy is attached.

Recommended Action:

It is recommended that the Board approve the revision to Board Policy #6253 – Support Services: Supplier Diversity and Open Access, as presented.

6253

Support Services

Supplier Diversity and Open Access

The College recognizes the importance of increasing the participation of businesses owned by minorities, ~~females~~ **women** and persons with disabilities in public contracts. In support of the Business Enterprise for Minorities, ~~Females~~ **Women** and Persons with Disabilities Act (“Act”), 30 ILCS 575/0.01 et seq., the College commits to promoting and encouraging usage of minority, ~~female~~ **women** and persons with disability owned businesses to the greatest extent feasible within the bounds of financial and fiduciary prudence and to take necessary steps to remove any barriers to the full participation of such firms in the procurement and contractual opportunities afforded. The College will support administrative and staff members to attend and participate in trainings, workshops, conferences and seminars dealing with procurement through qualified minority, ~~female~~ **women** and persons with disability owned businesses in compliance with the Act.

The College is committed to meeting the requirements of the Act, establishing the aspirational goals as cited by the Act, and engaging in good faith efforts to meet such goals. The President shall appoint a liaison to the Council with all duties as set forth in the Act. The College has the responsibility to develop policies, plans and procedures to achieve the goals to its best ability in compliance with the Act.

Legal Reference: Business Enterprise for Minorities, ~~Females~~ **Women**, and Persons with Disabilities Act (30 ILCS 575)

Policy

Adopted: 9/20/16

Amended: 1/16/20 MORaine

VALLEY COMMUNITY COLLEGE

Palos Hills, Illinois

Life Safety Project:
Building T Heating Water Plant Upgrades

This request presents our Life Safety Application for FY2021.

The existing heating water plant within Building T is original to the building and is past its useful life expectancy. This project will replace existing boiler, pumps, controls and electrical system to meet current Energy Code.

Additionally, an emergency generator will be added to provide emergency power and necessary ventilation to a crisis command center within the facility in event of a catastrophic event at or around the college campus.

Recommended Action:

It is recommended that the Board of Trustees approve the life safety project as outlined on the attached application.

CAPITAL PROJECT APPLICATION FORM

(One Application Form per Project)

District/College and District # Moraine Valley Community College
 Contact Person Rick Hendricks Phone # 708-974-5203
 Project Title Building T Heating Water Plant Upgrades
 Project Budget \$ 1,000,000 () check here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2 Date March 10, 2020

Application Type (check the appropriate application type and follow instructions):

- Site acquisition-- see ICCB administrative rule 1501.604 d) or g) for additional material requirements and check here _____. (If this is a site acquisition and only land is being acquired ---no building--- then check here _____) --complete/submit Sections I and II with additional material requirements (if acquisition includes remodeling or new construction then you should also check the other appropriate application type and include description in the narrative portion of the application)
- Locally Funded New Construction--complete/submit Sections I and II.
- Locally Funded Remodeling--complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
- Protection, Health and Safety (PHS)--complete/submit Section I and Attachment PHS.
- Capital Renewal Project--complete/submit Section I and the three forms in the Architect Forms section of this manual. (Note: two of these should be completed by the architect.)

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- C. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1--top half of form for any project except PHS and bottom half of form for PHS projects only*)
- E. Funding source (*use the appropriate format on Attachment #2*)

- F. Locally funded project budget and certification form (Attachment #3) OR Attachment PHS.

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
(*If land acquisition only then not necessary to complete this form*)

- C. Has the site been determined professionally to be suitable for construction purposes?
Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the new square footage or the remodeled square footage allocation (*use Square Footage Summary Attachment*)

**Project Programmatic Justification
and Scope of Work**

**INSTRUCTIONS FOR COMPLETION OF THE
PROJECT PROGRAMMATIC JUSTIFICATION NARRATIVE**

These instructions are intended to provide the college with a baseline of the type of information to describe the programmatic benefits of the proposed project. For PHS projects, this section should primarily focus on and provide support for statutorily allowed expenditures for the protection, health and safety of faculty, students, staff, and visitors, fire protection/prevention systems, ADA accessibility, environmental protection, or a lawful order requiring the college to make improvements for the health and well being of faculty, students, staff and visitors. The length of the programmatic description should reflect the magnitude and complexity of the proposed project. Descriptions of work to be performed should be addressed in the Scope of Work section.

A narrative setting forth the specific purposes for which the project is requested must be presented. The programmatic justification should clearly describe the project explaining the rationale, the instructional areas affected, and functional relationships between instruction and the project. A PHS justification will focus on the allowable PHS activities/components and/or appropriate PHS authority. To assist in the development of a clear and concise programmatic justification, the following questions are presented for consideration. A programmatic justification does not necessarily lend itself to a question and answer format. The programmatic justification narrative should provide answers to the following questions for ICCB staff to better understand the project and consider it for approval.

1. What will the proposed project accomplish? PHS justification should include regulatory requirements (reference specific code requirements)
2. State how the project will meet the instructional objectives of the college.
3. How will the new or remodeled space better serve instructional/programmatic areas as compared to existing facilities?
4. What facilities are already available to meet the above-referenced objectives? (Should be reflected on the Square Footage Summary form if remodeling existing facilities.)
 - a. What is the current utilization rate of space designated for this instructional/programmatic area?
 - b. Why are existing facilities considered inadequate? Describe the condition of existing space designated for this instructional/programmatic area.
 - c. What factors are driving the need for new space? State the factors/conditions such as changes in enrollment patterns or enrollment mix, insufficient or inadequate types of space, an emerging local district issue/relationship/partnership, etc., which demonstrates programmatic need.
5. Is the project a part of the college master plan? (If not, explain why it is a priority and is the master plan being updated?)

Square footage discussed and explained in this section should also be reported on the Square Footage Summary form.

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

The existing heating water plant within Building T is original to the building and is past its useful life expectancy. This project will replace existing boiler, pumps, controls and electrical system to meet current Energy Code.

Additionally, an emergency generator will be added to provide emergency power and necessary ventilation to a crisis command center within the Facility in event of a catastrophic event at or around the College campus.

**INSTRUCTIONS FOR COMPLETION OF THE
SCOPE OF WORK NARRATIVE**

These instructions are intended to provide the college with a baseline of the type of information to describe the construction/work elements of the project. The length of the scope of work description should reflect the magnitude and complexity of the proposed project. Descriptions of the programs residing in the effected space should be addressed in the Programmatic Justification Narrative section.

This narrative is a statement setting forth the proposed work and defining the design parameters. The scope of work narrative should explain the nature of the work to be performed, general building conditions, and a site analysis. To assist in the development of a clear and concise scope of work narrative, the following questions are presented for consideration. A scope of work narrative does not necessarily lend itself to a question and answer format. The scope of work narrative should provide answers to the following questions for ICCB staff to better understand the project and consider it for approval.

1. What does the project include? Clearly describe the site(s), building(s), room(s), structure(s), equipment, utilities, land, and site improvements (i.e. landscaping, parking lot areas/spaces) affected by this proposed project. Describe the project using the applicable budget categories listed in Attachment #1 Project Budget. Clearly identify the name and address of any structures included in the project.
2. How does the proposed project relate to other ongoing or proposed projects?
3. Are there any state or federal rules or regulations which may impact the project budget? (IEPA, Historic Preservation, etc.) If so, be sure that costs of compliance are included in the estimated project costs?

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

The existing heating water plant within Building T is original to the building and is past its useful life expectancy. This project will replace existing boiler, pumps, controls and electrical system to meet current Energy Code.

An emergency generator will be added to provide emergency power and necessary ventilation to a crisis command center within the Facility in event of a catastrophic event at or around the College campus.

Attachment #2 Funding Source

District/College Name _____

Project Name _____

Check the source(s) of funds:

Available fund balance _____ Fund name(s): _____
(Including excess funds from
previously approved protection,
health, and safety projects)

Bond Proceeds _____ Type of bond issuance(s): _____
(including protection, health,
and safety bonds)

Protection, Health, and _____ Tax rate/fiscal year: _____
Safety Tax Levy
(ILCS 805/3-20.3.01)

Contract for Deed _____ Term of Contract for Deed in months: _____
(ILCS 805/3-36)

Lending Arrangement with a _____ Term of Lending Arrangements in months: _____
Financial Institution
(ILCS 805/3-37)

Lease Agreement _____ Term of Lease in months: _____
(ILCS 805/3-38)

Capital Renewal Funding _____ Proposed Fiscal Year Source(s): _____

Attachment #3
Locally Funded Project
 (other than a Protection, Health, and Safety Project—see separate form)

Budget and Certification

Name and address of architect/engineer providing the estimate:

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.604.

 Architect/Engineer's Signature

 Date

 Illinois Registration or License Number

Seal

Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

Attachment PHS

The following four pages should be submitted only with PHS applications, when applicable. Generally, the signature and certification page are submitted with every PHS Project Application. It is not necessary to submit with a project financed with other local tax dollars or other sources of funding even though the project may have structural integrity or energy conservation implications.

Protection, Health, and Safety Signature/Certification Page

| | <u>Check if Applicable</u> |
|--|----------------------------|
| Budget Certification (see attachment, always required) | _____ x _____ |
| Structural Integrity Certification (see attachment, if applicable) | _____ |
| Energy Conservation Certification (see attachment, if applicable) | _____ x _____ |
| Feasibility Study Identifying Need of the Project (district generated document) | _____ |
| Other District Documentation to Support the Justification of this Project | _____ |

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the _____ Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Brandon Fortier, PE, LEED AP
IMEG Corp.
1100 East Warrenville Road, Suite 400W
Naperville, Illinois 60563

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds are true and accurate. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.608 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



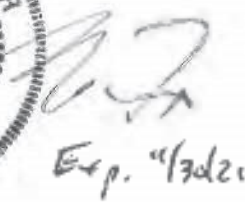
Architect/Engineer's Signature

Date March 10, 2020

062-061207

Illinois Registration or License Number

Seal



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

PROTECTION, HEALTH, AND SAFETY PROJECT

Structural Integrity

Name and address of architect/engineer providing the estimate:

I certify that the proposed project is necessary because the current condition of the facility poses a threat to the structural integrity of the facility.

Architect/Engineer's Signature

Date _____

Illinois Registration or License Number

Seal



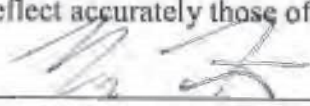
PROTECTION, HEALTH, AND SAFETY PROJECT

Certification for Energy Conservation

Name and address of architect/engineer providing the estimate:

Brandon Fortier, PE, LEED AP
IMEG Corp.
1100 East Warrenville Road, Suite 400W
Naperville, Illinois 60563

I certify that the methods and calculations used to determine the estimated energy usage, cost savings, and payback period, as submitted in the attached, meet or exceed those prescribed by industry standards. I further certify that the historic energy costs used in these calculations reflect accurately those of the college.



Architect/Engineer's Signature

Date March 10, 2020

062.061207

Illinois Registration or License Number

Seal



Handwritten signature
Exp. 11/30/21

**Square Footage
Summary Attachment**



Square Footage Summary Attachment

District/College Name Moraine Valley Community College

Project Name Building T Heating Plant Upgrades

Identify the increased square footage associated with a new construction project or provide a detailed summary of the space affected by this project. If additional explanation is necessary, please include in the scope of work narrative.

| | <u>Net Assignable Square Feet</u> | |
|-------------------------------|--|---|
| | <u>(Use this column for new construction only)</u> | <u>(Use these columns for remodeling projects only)</u> |
| | New Square Footage | Existing Square Footage |
| | | Remodeled Square Footage |
| Classrooms | _____ | _____ |
| Laboratories | _____ | _____ |
| Offices | _____ | _____ |
| Study | _____ | _____ |
| Special Use | _____ | _____ |
| Support | _____ | _____ |
| Other | _____ | 10,000 |
| Total NASF | _____ | 10,000 |
| Total Gross Square Feet (GSF) | _____ | 10,000 |
| Efficiency (NASF / GSF)* | _____% | _____% |

*Minimum acceptable efficiency is 70 percent.

RESOLUTION FOR
COMMUNITY COLLEGE MONTH
APRIL 2020

(See attached resolution)

Recommended Action:

It is recommended that the Board of Trustees approve the attached resolution celebrating National Community College Month in April 2020.

RESOLUTION

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

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

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

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

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

WHEREAS, 2,887 associate degrees and certificates were awarded from Moraine Valley last year and 22,597 students took advantage of credit classes at Moraine Valley last year;

THEREFORE, BE IT RESOLVED THAT the Moraine Valley Community College Board of Trustees hereby joins in celebrating National Community College Month in April 2020 in honor of the nearly 1,200 community colleges in the country and their role in offering educational opportunities.

DATED: March 19, 2020

Chair Board of Trustees ATTEST:

Kimberly A. Hastings Cristelli,

Brian O'Neill

Secretary of the Board

**APPOINTMENT TO ILLINOIS COMMUNITY COLLEGE RISK MANAGEMENT
CONSORTIUM (ICCRMC) BOARD OF DIRECTORS**

The Illinois Community College Risk Management Consortium (ICCRMC) is a cooperative agency voluntarily established by contracting Illinois community colleges for the purpose of seeking the prevention or lessening of risks or claims. It is the intent of the members of the Consortium to operate an intergovernmental entity which will administer a joint risk management pool and utilize such funds contributed by the members to defend and protect any member of the Consortium against stated liability or loss. The Illinois Community College Risk Management Consortium Pool has operated since 1987. Moraine Valley Community College has been a member of ICCRMC since inception.

The by-laws of ICCRMC provide that each member, by majority vote of its Board of Trustees, appoint one (1) person (Director) to represent that body on the Board of Directors. That person shall serve on the Board of Directors for a term of two (2) years or until a successor Director has been appointed. The by-laws also provide that each member shall also appoint an Alternate to serve when the Director is unable to carry out the assigned duties.

Recommended Action:

It is recommended that the Board of Trustees approve the appointment of Richard J. Hendricks, Vice President of Administrative Services as Director of ICCRMC for a two-year term and Theresa

O'Carroll, Vice President of Financial and Business Services, as Alternate Director of ICCRMC for a two-year term.

Agenda Item 12.13

March 19, 2020

DATE: March 2, 2020

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

FROM: Jane M. Bentley
Director of Purchasing

RE: **Fall 2020, Spring 2021 and Summer 2021 Blue Island Education Center Neighborhood Mailer and Southwest Education Center Mailer 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 Friday, February 21, 2020 at 11:00 A.M. in, Room L 187. Seven (7) bids and three (3) "no bid" were received. The results of the bid on the attached sheet. Because the specifications are unique to the requirements of the College, the pricing for this bid was not via State contract or consortium contracts.

The Southwest Education Center and Education Center at Blue Island neighborhood mailers are marketing tools distributed three (3) times per year in the fall, spring, and summer, to residents and businesses in Tinley Park and Blue Island respectively. The purpose is to promote the site and its services and provide a schedule of classes.

RECOMMENDED ACTION: Whereas Precise Printing Network, of Glendale Heights, Illinois is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$ **35,958.00 to Precise Printing Network** for the Fall 2020, Spring 2021 and Summer 2021 Blue Island Education Center Neighborhood Mailer and Southwest Education Center Neighborhood Mailer Bid, including the 8-page self-cover.

Agenda Item 12.14

March 19, 2020

DATE: March 2, 2020

TO: Theresa O'Carroll

Vice President of Financial and Business Services

FROM: Jane M. Bentley
Director of Purchasing

RE: **2020-2021 Class Schedule Mailer, Noncredit Mailer and Preview Post Card
Combined Printing 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 Friday, February 21, 2020 at 11:30 A.M. in, Room L 187. Four (4) bids and three (3) "no bid" were received. The results of the bid on the attached sheet. Because the specifications are unique to the requirements of the College, the pricing for this bid was not via State contract or consortium contracts.

The annual class schedule mailer and noncredit mailer are marketing tools distributed three (3) times per year in the fall, spring, and summer, to district residents and businesses to promote the college and its services and provide a schedule of classes. The class schedule features credit classes, and the noncredit schedule features noncredit classes. A preview postcard also is distributed two (2) times per year in the fall and spring for the purpose of announcing the release of the schedule online.

RECOMMENDED ACTION: Whereas Precise Printing Network, of Glendale Heights, Illinois is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$177,781.00 to Precise Printing Network for three printings of the class schedule, noncredit class schedule and postcards with the costs for the additional 4-page text signature for \$1,924.00 for the class schedule and \$ 5,985.00 for the 8-page text signature for the non-credit schedule, if needed.

DATE: March 2, 2020

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

FROM: Jane M. Bentley
Director of Purchasing

RE: **M Building Moraine Rooms AV Upgrade Bid**

The Moraine Rooms in M Building are utilized by students, faculty, and staff as well as internal and external groups and organizations for various functions such as business meetings, dining events, performances, and video / audio conferences. A wide range of multimedia technologies are used in this room to support and enhance AV presentations of varying types and entertainment needs. The audio visual solution for this room is a tightly integrated and matrixed system designed through collaboration with the MVCC Multimedia Services Department.

Because of increasing issues with the current system and the equipment and infrastructure is aged and near end of life, it is being requested to replace the audiovisual control, switching systems, cabling and sources in the Moraine Rooms. The specifications are unique to the requirements of the College, therefore, the pricing for this bid was not via State contract or consortium contracts.

RECOMMENDED ACTION: Whereas Five-Star Audio Visual, of Naperville, Illinois is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees approve this contract and authorize the issuance of a purchase order in the amount of **\$ 68,927.00 to Five-Star Audio Visual** for the M Building Moraine Rooms AV Upgrade Bid.

March 19, 2020

DATE: March 2, 2020

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

FROM: Jane M. Bentley
Director of Purchasing

RE: **Police Vehicle Purchase**

Currently, the Moraine Valley Police Department is utilizing a 2007 Chevy Impala as an unmarked investigators squad. Because of the long hours of surveillance idling and use, this vehicle has deteriorated and has outlived its useful life. It is no longer cost effective to repair and maintain. It is being recommended to replace the Chevy Impala with the purchase of a new 2019 Ford Taurus sedan with emergency equipment included. The 2007 Chevy Impala will be utilized as a trade in for this purchase.

The Illinois Department of Central Management Services (CMS) provides programs, services, and bid purchases, both to state and public agencies. Because these are state approved purchases, these are the lowest prices offered. Therefore, bidding becomes unnecessary since any purchases, and vendors, on the State Contract have been bid by and approved through the state for local government and public agency use and joint purchase. Morrow Brothers Ford, of Greenfield, Illinois, is such an approved vendor by the state contract.

RECOMMENDED ACTION: Whereas Morrow Brothers Ford, of Greenfield, Illinois has been approved by the State under Contract Number PSD 4018503 through the State of Illinois for Joint Purchasing, it is recommended that the Board of Trustees approve this contract and authorize the issuance of a purchase order in the amount of **\$30,090.00 to Morrow Brothers Ford** for the purchase of a 2019 Ford Taurus Police Vehicle.

DATE: March 2, 2020

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

FROM: Jane M. Bentley
Director of Purchasing

RE: **Hill Rom Smartbed Purchase**

The Basic Nurse Assistant Training (BNAT) program is requesting the purchase of four new (4) Hill Rom Centrella Smartbeds to replace four (4) beds currently used in our BNAT lab, B117, at the main campus. The existing beds have outdated features, they are worn and aged and are not a representation of what is found in the nursing home/hospital setting today. This new modernized equipment is essential in the training of students prior to their exposure to clinicals as well as to enhance the student learning experience, comprehension of the latest integrated technology and knowledge of patient safety by using real life equipment similar to what is found in a clinical setting to meet the changing needs of healthcare facilities and learning environments.

Hill Rom does not use third party distributors for the sale of the Centrella Smartbeds and is therefore considered a sole source for the manufacturing and sale of the Centrella Smartbeds in the United States. Funding for the purchase of these beds will be through the use of Perkins grants. Warranty coverage will be through the use of funds from Career Programs.

RECOMMENDED ACTION: Whereas Hill Rom, of Batesville, Indiana is the sole manufacturer and distributor of the Centrella Smartbed, it is recommended that the Board of Trustees approve this purchase request and authorize the issuance of a purchase order in the amount of **\$ 31,696.08 to Hill Rom** for the purchase of four (4) new Hill Rom Centrella Smartbeds.