

## **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 Thursday, March 19, 2020, in the Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465. Public notice of remote participation was provided pursuant to the State of Illinois Executive Order 2020-07, Section 6 (March 16, 2020).

#### **I. CALL TO ORDER**

The meeting was called to order by Chair Kimberly Hastings Cristelli at 6:02 PM.

Chair Cristelli made a statement on behalf of the Board, sending a sincere thank you to President Jenkins, the executive leadership, faculty and staff during this unprecedented time. She expressed appreciation for moving the college's courses online and continuing to operate for the students and for everyone during this difficult and stressful time. She indicated that the Board wishes every one all good health and she wanted to thank everyone for all the hard work this week. She indicated that with the different meeting format tonight, she requested that anyone calling in to please state their name when speaking or making a motion for the record. She stated that Governor Pritzker's Executive Order and the temporary suspension of the Open Meetings Act requirement for a quorum of members to be physically present allows in-person as well as call-in participation of Board members to constitute a quorum. She indicated that because of the unusual nature of tonight's meeting, the Board will not hear any reports or presentations and these items will be deferred to the next meeting or future meetings, including the Student Trustee report, communications, and any additional presentations.

#### **II. ROLL CALL**

Present: Kimberly Hastings Cristelli, Chair; Bernadette Barrett; John Coleman (arrived 6:04 PM); 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 February 18, 2020, and the unapproved minutes of the Closed Session Held February 18, 2020, and there being no further corrections to the minutes, the minutes are approved as presented.

**IV. AUDIENCE PARTICIPATION**

Ms. Murphy indicated that if the college needed her tablet back for students to use, she could return it to the college. She indicated that she had a couple of other iPads she could offer if they were needed, as well.

Dr. Jenkins thanked Ms. Murphy for her offer and said the college would contact her if needed.

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

None.

**VI. REPORTS OF ADMINISTRATION**

**6.1 President's Report**

- Dr. Jenkins expressed appreciation to Chair Cristelli for the back-and-forth communications over the past few days. She thanked the Board members for their flexibility in being able to conduct this meeting in this format. She expressed a special thank you to the many faculty and staff who have done tremendous work in the last few days in this fast-moving situation to have, within a week's time, transitioned all instruction and support services to an online format, to the best of everyone's ability. She indicated there are some classes requiring hands-on instruction that we will not be able to deliver until a later date. Faculty have been asked to revise their syllabi to accommodate students in either an online or alternative assignment format starting this Monday, when classes will resume online. She reported that the Center for Teaching and Learning (CTL) staff and other faculty who currently teach online came in this week to help other faculty members prepare for online. She expressed her appreciation for all their hard work. She commended the Marketing and Communications staff, indicating that the Board has received every alert and update so far and that practice will continue. Today, additional student communications were completed—one asking them to sign on so we can make sure that they know how to sign on

and access their classes and a second as a frequently-asked-questions format. On the college's website, there are banners containing links to get the latest information students need for any support services. There were some areas that worked many, many hours to make sure that services all across campus will be available online. To assist students who don't have access to technology, the computer lab in the T building will be open Monday and Tuesday from 8 to 5 with a Community Service Officer (CSO) present to allow students with IDs to access computers. IT will also have laptops available for students, and while there is a limited supply, every attempt is being made to accommodate students. Campus buildings are closed, with the exception of the T building for computer lab access. She commended the Campus Operations staff, who have done a tremendous job of constantly cleaning and sanitizing campus spaces; they will continue to do that with the open computer lab as well. She reported that as of 5 p.m. yesterday, most college staff are working remotely, but some people will still need to come on campus occasionally because of the type of work that they do, some of which cannot be done remotely. Classes will be online through the end of the semester, May 15. She reported that the decision has been made to cancel the graduation ceremony because of the large numbers of attendees. All other events on campus have been canceled or rescheduled. Dr. Jenkins indicated that the college will plan something later on as a way to recognize the hard work of all the students, faculty and staff.

There was a question about whether summer school would be online also, and Dr. Jenkins responded that registration begins in April and, at the moment, the college is planning for online and regular classes for the summer semester. Registration will proceed as usual.

Chair Cristelli thanked Dr. Jenkins for these updates and for all the work the college has done to support students.

## **VII. COMMUNICATIONS**

None

## **VIII. FINANCIAL STATEMENT**

### **8.1 Treasurer's Report**

Treasurer's Report showing an ending balance of \$104,333,918.75 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 Mr. Coleman 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	\$5,789,904.75
9.3	Operation & Maintenance Fund	910,336.06
9.4	Operation & Maintenance Fund (Restricted)	125,391.79
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	1,144,800.96
9.7	Restricted Purpose Fund	9,334,655.72
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	10,153.64
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	5,032.54

(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

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

(DOCUMENT D - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions – Vice Presidents

It is recommended that the recommendation as presented 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. (DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-3(a) Salary Revisions – Administrative & Professional Staff;  
Administrative Classified Staff

It is recommended that the recommendation as presented be approved for the Administrative & Professional Staff and the Administrative Classified Staff. (DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-3(b) Salary Revisions – Part-Time On-Call, Casual, Auxiliary,  
Temporary Non-Bargaining Unit

It is recommended that the recommendation as presented be approved for the Part-Time On-Call, Casual, Auxiliary, Temporary Non-Bargaining Unit employees. (DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-4 Leave of Absence

None.

10.1-4(a) Sabbatical Leave – Faculty

It is recommended that the Board of Trustees approve the following sabbatical leave:

Erika Deiters, Assistant Professor, Communications – Spring 2021 Semester

(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Joanna Summa - Departmental Assistant, Academic Services –  
resignation effective 3/12/20  
(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Administrative and Professional

Alma Gaona – Financial Aid Process Improvement Coordinator, Financial  
Aid – retirement effective 2/28/20  
(DOCUMENT K - SUPPLEMENT TO MINUTES)

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

Larry Bernier – from Warehouse Worker, Shipping & Receiving to  
Lead Warehouse Worker - effective 5/4/20  
Karen Kowalski – from Instructor, Medical Office Assistant, Career  
Programs Assistant Professor - effective Academic Year 2020-2021  
(DOCUMENT L - 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 Avantara Evergreen Park (Nursing, Basic  
Nurse Assistant Training)

It is recommended that the Board of Trustees approve the affiliation agreement  
with Avantara Evergreen Park for Nursing and Basic Nurse Assistant Training.  
(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Community High School District 218  
(Nursing)

It is recommended that the Board of Trustees approve the affiliation agreement  
with Community High School District 218 for Nursing.  
(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.3 Education Affiliation and Indemnity Agreement with Franciscan Health Dyer (Respiratory Therapy)

It is recommended that the Board of Trustees approve the education affiliation and indemnity agreement with Franciscan Health Dyer for Respiratory Therapy. (DOCUMENT O - SUPPLEMENT TO MINUTES)

12.4 Amendment to Affiliation Agreement with Advocate Health and Hospitals Corporation (Health Information Technology)

It is recommended that the Board of Trustees approve the amendment to affiliation agreement with Advocate Health and Hospitals Corporation, Advocate North Side Health Network, Advocate Condell Medical Center and Advocate Sherman Hospital for Health Information Technology. (DOCUMENT P - SUPPLEMENT TO MINUTES)

12.5 Amendment to Affiliation Agreement with Ann & Robert H. Lurie Children's Hospital of Chicago (Health Information Technology)

It is recommended that the Board of Trustees approve the Second Amendment to affiliation agreement with Ann & Robert H. Lurie Children's Hospital of Chicago for Health Information Technology. (DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.6 Amendment to Affiliation Agreement with Ann & Robert H. Lurie Children's Hospital of Chicago (Medical Imaging)

It is recommended that the Board of Trustees approve the Third Amendment to affiliation agreement with Ann & Robert H. Lurie Children's Hospital of Chicago for Medical Imaging. (DOCUMENT R - SUPPLEMENT TO MINUTES)

12.7 Amendment to Affiliation Agreement with Ann & Robert H. Lurie Children's Hospital of Chicago (Sleep Technology)

It is recommended that the Board of Trustees approve the First Amendment to affiliation agreement with Ann & Robert H. Lurie Children's Hospital of Chicago for Sleep Technology. (DOCUMENT S - SUPPLEMENT TO MINUTES)

12.8 Revised Board Policy #7286 – Human Resources: Drug-Free Workplace Policy

It is recommended that the Board approve the revision to Board Policy #7286 – Human Resources: Drug-Free Workplace Policy, as presented.  
(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.9 Revised Board Policy #6253 – Support Services: Supplier Diversity and Open Access

It is recommended that the Board approve the revision to Board Policy #6253 – Support Services: Supplier Diversity and Open Access, as presented.  
(DOCUMENT U - SUPPLEMENT TO MINUTES)

12.10 Life Safety Project: Building T Heating Water Plant Upgrades

It is recommended that the Board of Trustees approve the life safety project as outlined on the attached application.  
(DOCUMENT V - SUPPLEMENT TO MINUTES)

12.11 Community College Month Resolution

It is recommended that the Board of Trustees approve the attached resolution celebrating National Community College Month in April 2020.  
(DOCUMENT W - SUPPLEMENT TO MINUTES)

12.12 Appointment to Illinois Community College Risk Management Consortium (ICCRMC) Board of Directors

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. (DOCUMENT X - SUPPLEMENT TO MINUTES)

12.13 Fall 2020, Spring 2021, Summer 2021 Blue Island Education Center Neighborhood Mailer and Southwest Education Center Mailer Bid

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 eight-page self-cover. (DOCUMENT Y - SUPPLEMENT TO MINUTES)

12.14 2020-2021 Class Schedule Mailer, Noncredit Mailer and Preview Post Card Combined Printing Bid

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 four-page text signature for \$1,924.00 for the class schedule and \$5,985.00 for the eight-page text signature for the non-credit schedule, if needed. (DOCUMENT Z - SUPPLEMENT TO MINUTES)

12.15 M Building Moraine Rooms AV Upgrade Bid

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. (DOCUMENT AA - SUPPLEMENT TO MINUTES)

12.16 Police Vehicle Purchase

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. (DOCUMENT BB - SUPPLEMENT TO MINUTES)

12.17 Hill Rom “Smart” Hospital Bed Purchase

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.

(DOCUMENT CC - SUPPLEMENT TO MINUTES)

ROLL CALL VOTE TAKEN on Consent Agenda Items 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, 9.7A, 9.7B, 9.7C, 9.8, and 9.9; 10.1-1, 10.1-2, 10.1-3, 10.1-3(a), 10.1-3(b), 10.1-4, 10.1-4(a), 10.1-5, 10.1-5(a), and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, 12.8, 12.9, 12.10, 12.11, 12.12, 12.13, 12.14, 12.15, 12.16, and 12.17:

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

Student

Advisory: Yes

Motion carried.

**XIII. MISCELLANEOUS**

None.

**XIV. AUDIENCE PARTICIPATION**

None.

**XV. ADJOURNMENT**

The meeting adjourned at 6:20 PM.