

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

Governing Board of Moraine Valley Community College, Community College District #524, Regular Meeting, 6:00 PM, Tuesday, April 21, 2020, Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465. Meeting to be held online in a virtual format, pursuant to the State of Illinois Executive Order 2020-07, Section 6 (March 16, 2020), with all meeting content and public comments, via phone or otherwise, being recorded. Access to the Board of Trustees meeting is provided by teleconference online via <http://www.morainevalley.edu/BOTApril21> or by phone 708-974-5560 with Meeting ID 995 519 356.

**A G E N D A**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **MINUTES**
  - 1) Unapproved Minutes - Regular Meeting, March 19, 2020
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
  - 1) Presentation to Drew Williams
  - 2) Oath of Office - Student Trustee - Lauren Hassen
6. **REPORTS OF ADMINISTRATION**
  - 1) President's Report
    - Contingency Plans for Return to Work Date
    - Summer School Update
    - Virtual Graduation
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**
  - 1) \* Full-Time
    - a. \* Non-Renewal of Appointment - Grant Funded
  - 2) \* Part-Time/Supplemental/Other
  - 3) Salary Revisions
  - 4) Leave of Absence (LOA)
  - 5) \* Resignations/Terminations
    - a. \* Retirement - Faculty
  - 6) Reclassifications (Promotions, Transfers, Corrections, etc.)
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
  - 1) \* Educational Affiliation Agreement with OSF Multi-Specialty Group (Medical Assistant)
  - 2) \* Resolution for Observance of Arbor Day 2020
  - 3) \* Second Amendment to Trust Agreement for Capital Development Board Project: Fine and Performing Arts Center (FPAC) Boilers
  - 4) \* Approval of New Certificate Program: Basic Nurse Assistant Training (BNAT) Certificate
  - 5) \* Life Cycle Management (LCM) Spring 2020 Technology Purchase
  - 6) \* Illinois Green Economy Network (IGEN) Grant Lighting Purchase
13. **MISCELLANEOUS**
14. **AUDIENCE PARTICIPATION**
15. **ADJOURNMENT**

Agenda Item 3.0  
April 21, 2020

**MINUTES**

Approved Minutes of the February 18, 2020 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, Regular Meeting, was held on Tuesday, February 18, 2020, 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 (arrived 6:14PM); Patricia Joan Murphy; Brian O'Neill; Andrew Williams, Student Trustee (arrived 6:10PM)

Absent: None

**III. MINUTES**

The Board of Trustees, having reviewed the unapproved Minutes of the Public Hearing on the Tax Levy of December 17, 2019, the unapproved Minutes of the Regular Meeting of December 17, 2019, and the unapproved minutes of the Closed Session Held December 17, 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**

The Student Trustee Report is deferred for Mr. Williams' arrival. Dr. Jenkins indicated that Mr. Williams has a class on Tuesdays and Thursdays and will come to the meeting to give his report and then go back to his class.

## VI. REPORTS OF ADMINISTRATION

### 6.1 President's Report

- Cook County Department of Public Health Memoranda of Agreement –Pat O'Connor, Chief, Public Safety, described the Cook County agreement with the college to serve as an inoculation site for five surrounding towns in the event of a pandemic. He informed the Board that the agreement is being updated from the original agreement of 2007 to utilize the M Building instead of the G Building. He indicated that use of the M Building would cause less disruption to campus functions. He emphasized that this would only come into play in the event of a pandemic.

With Mr. Williams' arrival to the meeting, the Student Trustee Report is presented at this time.

### 5.1 Student Trustee Report

Mr. Williams reported on the winter session Belize Biology course, indicating that he was one of 12 students who traveled to Belize for the course. The students did individual research projects; observed natural organisms; and as a group, visited research sites and Mayan ruins. He reported that his research project was on hermit crabs and blue crabs and described some of the underwater creatures observed during the trip. He shared a video compilation of the trip, and thanked the college, the faculty, and the students for this opportunity, stating that it was the best experience he has ever had.

### 6.1 President's Report (cont.)

- Cannabis Curriculum – Steve Pappageorge, Executive Director of Corporate, Community & Continuing Education, shared information on the college's proposed cannabis curriculum, which is included in the Board agenda for action this evening. He shared an article from *Crain's Chicago Business* that referenced the potential job growth in this industry. He reported that the current focus is on the retail sector, proposing a new 13-credit-hour certificate that will be offered on campus and at SWEC to gauge where the demand is. He introduced Jason Nelson, senior vice president of production at Cresco Labs, which is a national firm cultivating cannabis in Joliet. Steve also discussed next steps, which include developing more opportunities on the non-credit side, including CBD properties, promoting responsible use of cannabis, medicinal values of cannabis, and possible continuing medical education (CME) credits for medical professionals.

They are discussing additional credit course options with Cresco Labs, such as developing an extraction program using hemp rather than actual cannabis to train students.

Dr. Jenkins thanked Trustee John Coleman for his continuing support of the college's food pantry through a recent delivery of a truckload of food for the pantry. She also thanked the staff members who assisted in unloading the truck. She reported that, as outlined in her memo to the Board, she will be at several conferences over the next few weeks and representing the Illinois Council of Community College Presidents at the IBHE meeting on March 17. She reported that the Foundation Alumni Hall of Fame event will be tomorrow evening to honor four inductees and last week a similar event was held to induct former athletes into an athletic Hall of Fame between college basketball games.

**VII. COMMUNICATIONS**

- 7.1 American Association of Community College's Dale Parnell Faculty Distinction Recognition Award (Dr. John Sands)
- 7.2 Letter from U.S. Department of Commerce StormReady Advisory Board re Moraine Valley's Recertification as a StormReady College

**VIII. FINANCIAL STATEMENT**

**FOR DECEMBER 2019:**

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$103,786,105.65 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.2 Budget Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

**FOR JANUARY 2020:**

8.3 Treasurer's Report

Treasurer's Report showing an ending balance of \$99,125,470.24 will be filed for audit. (DOCUMENT C - SUPPLEMENT TO MINUTES)

8.4 Budget Report

(DOCUMENT D - SUPPLEMENT TO MINUTES)

**CONSENT AGENDA (IX – XII):**

It was moved by Mr. Coleman and seconded by Ms. Murphy to approve the following consent agenda items:

**IX. WARRANTS**

The warrant summaries are presented to the Board.

**FOR DECEMBER 2019:**

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$6,033,448.24
9.3	Operation & Maintenance Fund	972,972.42
9.4	Operation & Maintenance Fund (Restricted)	191.83
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	1,152,699.46
9.7	Restricted Purpose Fund	1,073,166.11
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	12,020.35
9.10	Audit Fund	36,700.00
9.11	Liability, Protection & Settlement Fund	15,830.00

(DOCUMENT E - SUPPLEMENT TO MINUTES)

**FOR JANUARY 2020:**

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$8,240,244.85
9.3	Operation & Maintenance Fund	1,237,576.49
9.4	Operation & Maintenance Fund (Restricted)	63,140.72
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	1,068,569.92
9.7	Restricted Purpose Fund	2,279,327.82
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	9,488.61
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	-0-

(DOCUMENT F - 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

Simon Sieczka - Financial Aid Coordinator, Financial Aid - effective 3/2/20  
Anuradha Senthil Kumar - System Administrator, Network Operations  
- effective 3/2/20  
(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-1(a) Tenure Contract for Bargaining Unit Members

It is recommended that the Board of Trustees approve the award of a contract for the 2020-2021 academic year for the following individuals:

Lisa Couch	Communications
Michelle Flory	Developmental Mathematics
David Huber	Mathematics
Frank Johnson	Mathematics
Lisa Mittler	Business
Leslie Moyar	Nursing
Robert Schwien	Computer Integrated Technology

(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-1(b) Second-Year Contract for Bargaining Unit Members

It is recommended that the Board of Trustees approve the award of a contract for the 2020-2021 academic year for the following individuals:

Cassandra Cole	Basic Nurse Assistant Training
Clare DeVries	Basic Nurse Assistant Training
Dean Eliacostas	Culinary Arts
Dominika Kouba	Nursing
Christina Matusek	Art/Digital Art Design
David O'Connor	Criminal Justice
Christopher Wheat	Health Information Technology
Hiyam Yusef	Counseling & Advising

(DOCUMENT I - SUPPLEMENT TO MINUTES)



10.1-1(c) Third-Year Contract for Bargaining Unit Members

It is recommended that the Board of Trustees approve the award of a contract for the 2020-2021 academic year for the following individuals:

Mary Boland	Physics
Sharon Brennan	Counseling
Anna Chmiel	Academic Advising
Terri Hedding	American Sign Language
Anna Jannak	Medical Assistant
Suzanne Kempczynski	Physical Education
Megan Morales	Nursing
Angelina Myers	Mathematics
Lori Schmidt	Phlebotomy
Julie Zimmer	Nursing

(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence (LOA)

None.

10.1-5 Resignations/Terminations

Janine Kraft - P.T. Accounts Payable Clerk, Accounts Payable – resignation effective 12/20/19

Siham Naser - P.T. Departmental Assistant, Learning Enrichment & College Readiness – resignation effective 2/5/20

Lauren Peerbolte - Coordinator, New Student Onboarding, Academic Advising - resignation effective 2/7/20

Jessica Rivera - P.T. Registration Representative, Registration & Records - resignation effective 10/10/19

Beatriz Ruiz - Financial Aid Coordinator, Financial Aid – resignation effective 1/31/20  
Jeff Wold - Police Officer, Police - rescind acceptance effective 1/6/20  
(DOCUMENT L - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement - Faculty

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

Sean Doyle – Professor, Humanities, Fine Arts & Humanities – retirement effective 12/31/19  
(DOCUMENT M - SUPPLEMENT TO MINUTES)

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

Romaine Nowakowski – from P.T. Departmental Assistant, Academic Outreach to F.T. Program Assistant - effective 2/24/20  
Anya Obodzinski – from P.T. Accounting Clerk/Cashier, Cashiers to F.T. Payroll Assistant - effective 3/2/20  
John O’Reilly – from P.T. Library Assistant II, Learning Resource Center to F.T. Library Assistant III - effective 2/24/20  
(DOCUMENT N - SUPPLEMENT TO MINUTES)

**XI. UNFINISHED BUSINESS**

None.

**XII. NEW BUSINESS**

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

12.1 Affiliation Agreement with Advocate Health & Hospitals Corporation d/b/a Advocate Occupational Health (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Advocate Health & Hospitals Corporation d/b/a Advocate Occupational Health for Medical Assistant.  
(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Advocate Health & Hospitals Corporation  
d/b/a Advocate Medical Group (Medical Assistant, Radiologic  
Technology, Sleep Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Advocate Health & Hospitals Corporation d/b/a Advocate Medical Group for Medical Assistant, Radiologic Technology, Sleep Technology.  
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Advocate Health & Hospitals Corporation  
d/b/a Advocate Christ Medical Center (Health Information Technology,  
Respiratory Therapy)

It is recommended that the Board of Trustees approve the affiliation agreement with Advocate Health & Hospitals Corporation d/b/a Advocate Christ Medical Center for Health Information Technology and Respiratory Therapy.  
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Elite Treatment Center (Addictions Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Elite Treatment Center for Addictions Studies.  
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.5 Affiliation Agreement with Holy Cross Hospital (Health Information  
Technology, Phlebotomy, Medical Imaging, Respiratory Therapy)

It is recommended that the Board of Trustees approve the affiliation agreement with Holy Cross Hospital for Health Information Technology, Phlebotomy, Medical Imaging, and Respiratory Therapy)  
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.6 Affiliation Agreement with Manor Care of Palos Heights (West) IL, LLC  
d/b/a Manor Care Health Services-Palos Heights West (Nursing, Basic  
Nurse Assistant, Respiratory Therapy)

It is recommended that the Board of Trustees approve the affiliation agreement with Manor Care of Palos Heights (West) IL, LLC, d/b/a Manor Care Health Services-Palos Heights West for Nursing, Basic Nurse Assistant, and Respiratory Therapy.  
(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.7 Amendment to Student Clinical Affiliation Agreement with Northwest Community Hospital (Sleep Technology)

It is recommended that the Board of Trustees approve the amendment to the Student Clinical Affiliation Agreement with Northwest Community Hospital for Sleep Technology.

(DOCUMENT U - SUPPLEMENT TO MINUTES)

12.8 Memorandum of Agreement with the Cook County Department of Public Health

It is recommended that the Board of Trustees approve the memorandum of agreement with the Cook County Department of Public Health.

(DOCUMENT V - SUPPLEMENT TO MINUTES)

12.9 Approval of New Certificate Program: Advanced Supply Chain Management Certificate

It is recommended that the Board of Trustees approve a new certificate program in Advanced Supply Chain Management, effective fall 2020.

(DOCUMENT W - SUPPLEMENT TO MINUTES)

12.10 Approval of New Certificate Program: Cannabis Retail Specialist Certificate

It is recommended that the Board of Trustees approve a new certificate program for Cannabis Retail Specialist, effective fall 2020.

(DOCUMENT X - SUPPLEMENT TO MINUTES)

12.11 March 2020 Regular Board Meeting Date Change

It is recommended that the Board of Trustees change the date of the March 2020 Board meeting to Thursday, March 19, 2020.

(DOCUMENT Y - SUPPLEMENT TO MINUTES)

12.12 Palos Hills Request for Use of College Property

It is recommended that the Board of Trustees authorize the City of Palos Hills to use college property as specified above for their annual Palos Hills Friendship Festival 2020 to be held July 9-12, 2020.

(DOCUMENT Z - SUPPLEMENT TO MINUTES)

12.13 Baseball Field Improvements Re-Bid

Whereas, Schwartz Construction Group, Inc., of Countryside, Illinois, submitted the lowest responsible and responsive bid meeting specifications, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$2,619,771.00 to Schwartz Construction Group, Inc., for the Baseball Field Improvements Re-bid.  
(DOCUMENT AA - 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), 10.1-1(b), 10.1-1(c), 10.1-2, 10.1-3, 10.1-4, 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:

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

Student

Advisory: Absent

Motion carried.

**XIII. MISCELLANEOUS**

None.

**XIV. AUDIENCE PARTICIPATION**

None.

It was moved by Mr. O’Neill and seconded by Ms. Kirkwood 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, Kirkwood, J. Murphy, P. Murphy, O’Neill, Cristelli

Student

Advisory: Absent

Motion carried.

The Board moved to closed session at 6:50 PM, returning to open session at 7:13 PM.

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

Absent: Williams (student trustee)

**XV. ADJOURNMENT**

The meeting adjourned at 7:15 PM.

**BOARD REPORTS AND/OR REQUESTS**

- |     |  |        |
|-----|--|--------|
| 5.1 | Presentation to Drew Williams                    | Verbal |
| 5.2 | Oath of Office - Student Trustee – Lauren Hassen | Verbal |

**REPORTS OF ADMINISTRATION**

6.1 President's Report

Verbal

- Contingency Plans for Return to Work Date
- Summer School Update
- Virtual Graduation



**MORAIN VALLEY COMMUNITY COLLEGE  
 COMMUNITY COLLEGE DISTRICT NO. 524  
 TREASURER'S REPORT  
 MONTH ENDED MARCH 31, 2020**

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$47,295,169.57	\$11,734,870.52	\$5,217,713.14	\$53,812,326.95
OPERATION & MAINT FUND	7,545,998.31	3,557,688.78	815,547.69	10,288,139.40
OPERATION & MAINT (RESTR.)	17,450,782.86	176,969.80	192.31	17,627,560.35
BOND & INTEREST FUND	2,119,312.06	2,730,168.59	0.00	4,849,480.65
AUXILIARY FUNDS	8,270,528.76	470,289.17	722,009.53	8,018,808.40
RESTRICTED PURPOSE FUNDS	6,662,799.44	847,373.77	1,069,978.04	6,440,195.17
WORKING CASH FUND	13,694,303.69	18,238.15	0.00	13,712,541.84
TRUST & AGENCY FUNDS	127,523.54	1,857.33	4,481.62	124,899.25
AUDIT FUND	123,894.11	31,740.85	0.00	155,634.96
LIAB, PROTECT & SETTLE FUND	1,043,606.41	180,496.49	0.00	1,224,102.90
<b>TOTAL</b>	<b>\$104,333,918.75</b>	<b>\$19,749,693.45</b>	<b>\$7,829,922.33</b>	<b>\$116,253,689.87</b>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$23,150.00
HUNTINGTON BANK	CHECKING ACCT	1,024,899.25
FIRST MIDWEST BANK	CHECKING ACCT	8,047,595.72
FIRST MIDWEST BANK	TRUST ACCT	461,759.67
WINTRUST MAXSAFE	MONEY MARKET	2,069,187.21
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	9,180,072.35
IL METROPOLITAN INVESTMENT FUND	1-3 YEAR FUND	3,232,546.07
IL SCHOOL DIST LIQUID ASSEST FUND	VARIOUS	15,861,184.54
IL PUBLIC TREASURERS FUND	VARIOUS	1,060,398.31
SHORT TERM INVESTMENTS	VARIOUS	56,298,028.75
LONG TERM INVESTMENTS	VARIOUS	18,994,868.00
<b>TOTAL</b>		<b>\$116,253,689.87</b>

**ACCOUNT EXPENDITURE SUMMARIES**

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$5,217,713.14
9.3	OPERATION & MAINTENANCE FUND	815,547.69
9.4	OPERATION & MAINTENANCE (RESTR) FUND	192.31
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	722,009.53
9.7	RESTRICTED PURPOSE FUND	1,069,978.04
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	4,481.62
9.10	AUDIT FUND	-
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	-
	TOTAL	<u><u>\$7,829,922.33</u></u>

10.0 REPORTS OF PERSONNEL

10.1-1	Full Time	Enclosed
10.1-1(a)	Non-Renewal of Appointment – Grant Funded	Enclosed
10.1-2	Part Time/Supplemental/Other	Enclosed
10.1-3	Salary Revisions	None
10.1-4	Leave of Absence (LOA)	None
10.1-5	Resignations/Terminations	Enclosed
10.1-5(a)	Retirement – Faculty	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	None

SUBJECT REPORT – Full Time

Mike Dudlo

Police Officer  
Police

Effective: 4/27/20

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RECOMMENDED ACTION

That the above be employed.

Non-Renewal of Appointment – Grant Funded

Because grant funding is not known for the next year, it is recommended that the appointment of the following grant funded individuals not be renewed. However, their current appointment shall be continued to the end of their current grant cycle.

John Andres	Coordinator of Records & Assessment
Margaret Dawczak	Manager of Transition & ESL
Philip Davis	Educational Case Manager
Michael Gonzalez	Program Coordinator - CSSIA
Marie Harrell	Internship Manager
Evera Ivy	Job Resource Specialist
Stanley Kostka	CAE Regional Resource Center Manager
Chauntai Mack	Career Connections, Youth Program Manager
Carmela Ochoa	Coordinator of ABE/ASE
Mattie Payne-Mallory	Director of Student Support
Nathan Payovich	Director of Disability Services
Agata Rawdanik	Data Center Manager
Brenda Rodriguez	Career Connections, Student Success Specialist
Christian Torres	Transition Specialist
Erica Warren	Coordinator of Access & Accommodations
Darice Wright	Career Connections, Adult Program Manager
Lauren Zajac	Education Specialist

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RECOMMENDED ACTION

That the appointments not be renewed for the above individuals.

SUBJECT REPORT - Resignations/Terminations

Sarah Sophie	Departmental Assistant Learning Enrichment & College Readiness	Effective: 3/20/20
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Andrew Wendt	Internal Auditor Internal Audit	Effective: 3/20/20
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RECOMMENDED ACTION  
That the above be approved as presented.

Retirement – Faculty

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

Donna McCauley	Professor, Psychiatric Rehabilitation Public Services	12/31/20
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RECOMMENDED ACTION

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

**NEW BUSINESS**

- |  |          |
|--|----------|
| *12.1 Educational Affiliation Agreement with OSF Multi-Specialty Group<br>(Medical Assistant)                                      | Enclosed |
| *12.2 Resolution for Observance of Arbor Day   | Enclosed |
| *12.3 Second Amendment to Trust Agreement for Capital Development<br>Board Project: Fine and Performing Arts Center (FPAC) Boilers | Enclosed |
| *12.4 Approval of New Certificate Program: Basic Nurse Assistant Training<br>(BNAT) Certificate                                    | Enclosed |
| *12.5 Life Cycle Management (LCM) Spring 2020 Technology Purchase  | Enclosed |
| *12.6 Illinois Green Economy Network (IGEN) Grant Lighting Purchase  | Enclosed |



**RESOLUTION OF**  
**OBSERVANCE OF ARBOR DAY**  
**APRIL 24, 2020**

(See attached resolution)

Recommended Action:

It is recommended that the Board of Trustees approve the attached resolution observing Arbor Day 2020.

**RESOLUTION OF OBSERVANCE OF ARBOR DAY**

**Whereas**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**Whereas**, this holiday, called Arbor Day, was first observed with the planting of more than one million trees in Nebraska; and

**Whereas**, Arbor Day is now observed throughout the nation and the world; and

**Whereas**, trees reduce the erosion of our topsoil caused by wind and water, lower heating and cooling costs, protect us from harsh, cold winter winds and hot summer sun, clean the air we breathe, produce oxygen while reducing ozone, and provide habitat for wildlife; and

**Whereas**, Moraine Valley Community College continues to make a strong effort to beautify its campus and thereby enhance the community; and

**Whereas**, trees are a renewable resource, giving us paper, wood products for our homes, fuel for fires, and many other biodegradable products; and

**Whereas**, trees in our community increase property values, enhance the economic vitality of the business areas, beautify our community; and

**Whereas**, trees are in the very roots of our history and are a source of joy and spiritual renewal; and

**Whereas**, Moraine Valley Community College has received the Palos Hills Beautification Award in 2005, 2007, 2009, 2011, 2012, 2013 , 2014, 2015, 2016, 2017, 2018, and 2019;

**Whereas**, Moraine Valley Community College was designated on January 21, 2010 as a Tree Campus USA by the National Arbor Day Foundation and has, therefore, joined other selected communities in the United States by demonstrating vigorous accomplishments in urban forestry; and

**Now**, therefore, be it Resolved that the Board of Trustees of Moraine Valley Community College declares that April 24<sup>th</sup>, 2020, shall be observed as Arbor Day on campus and urges all students, faculty, and staff to support efforts to improve and protect trees and woodlands and to support Moraine Valley's urban forestry program, and the Board urges all citizens to lift their hearts and promote the well being of present and future generations.

Dated this 21<sup>st</sup> day of April, 2020

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees

\_\_\_\_\_  
Chairman, Board of Trustees

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

Recommended Action:

It is recommended that the Board of Trustees amend the trust agreement to add \$132,530 to original amount of \$205,104 for a Capital Development Project to replace boilers in the Fine and Performing Arts Center (FPAC).

**SECOND AMENDMENT TO TRUST AGREEMENT**

This Second Amendment to that certain Amendment to Trust Agreement, hereinafter called Trust Agreement dated August 20, 2019 entered into by and between Moraine Valley Community College whose address is 900 W. College Drive, Palos Hills, IL 60465, hereinafter called the USING EDUCATIONAL AGENCY, and First Midwest Bank hereinafter called BANK.

**WITNESSETH**

WHEREAS the USING EDUCATIONAL AGENCY has entered into a Trust Agreement for the purpose of depositing Two Hundred Five Thousand One Hundred Four Dollars (\$205,104) with BANK as its required contribution to the project known as Capital Development Board (State of Illinois) Project No. 810-068-014 hereinafter called Project, and

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

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

“11. That the USING EDUCATIONAL AGENCY does simultaneously with the execution hereof deposit with BANK additional funds totaling One Hundred Thirty-Two Thousand Five Hundred Thirty Dollars (\$132,530) raising the total contribution to Three Hundred Thirty-Seven Thousand Six Hundred Thirty-Four Dollars (\$337,634).

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

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

\_\_\_\_\_.

**USING EDUCATIONAL AGENCY**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
phone number

(Seal)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

ATTEST: \_\_\_\_\_

Signature

\_\_\_\_\_

Title

**BANK**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
phone number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

ATTEST:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

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

\_\_\_\_\_  
Printed Name/Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Paula Sorensen

Administrator of Fiscal Management  
CAPITAL DEVELOPMENT BOARD

**APPROVAL OF NEW CERTIFICATE PROGRAM:**  
**BASIC NURSE ASSISTANT TRAINING (BNAT) CERTIFICATE**

(See attached rationale)

**Recommended Action:**

It is recommended that the Board of Trustees approve a new certificate program for Basic Nurse Assistant Training (BNAT), effective fall 2020.

DATE: April 2, 2020

TO: Moraine Valley Board of Trustees

FROM: Dr. Pamela Haney, Vice President of Academic Affairs

RE: **Basic Nurse Assistant Training Certificate Program Approval**

The Moraine Valley Curriculum Development Group and the Curriculum Review Team have both approved the curriculum for the **Basic Nurse Assistant Training Certificate** program effective fall 2020.

The **Basic Nurse Assistant Training (BNAT) Certificate** is a 7-credit hour program designed to provide students with employment opportunities as a Certified Nursing Assistant (CNA). The student will master competency in the 21 manual patient care skills mandated by the Illinois Department of Public Health (IDPH). Program training will consist of 64 hours of classroom lecture including Alzheimer's disease, and 40 hours of lab training. In addition, the student gains hands-on experience by completing 40 hours of clinical rotations at a nearby health care facility. Students who successfully complete this program are eligible to take the State of Illinois Nurse Aide Competency Exam. After passing this exam, students may seek employment in long-term care facilities, hospitals, and home health agencies.

The **Basic Nurse Assistant Training** program is intended for individuals seeking entry-level employment, for advancement or cross-training opportunities for existing employees, or for those looking to increase their skill set through specialized education and training. The program consists solely of the pre-existing course, HSC-150 (Basic Nurse Assistant Training), and will be completed in one semester. The program aligns with the Nursing AAS program, which builds on skills learned in HSC-150 (Basic Nurse Assistant Training). Many nursing schools in Illinois require that the student become a license certified nurse assistant in order to apply to their nursing program. Additionally, the HSC-150 course (Basic Nurse Assistant Training) is a pathway to other health careers; successful completion of HSC-150 (Basic Nurse Assistant Training) is a requirement for the Patient Care Technician Certificate program.

The **BNAT** program is approved by the state of Illinois (by IDPH) for the Palos campus and the Education Center at Blue Island. Approximately 360 students per year complete the course with a completion rate of 80%. Students must be at least 17 years old, complete the Reading Placement Test, and students must qualify for the RDG-091 level or achieved a score of 20 or above on the reading portion of the ACT or 480 or above on the SAT. There are no pre-requisite or co-requisite courses for HSC-150 (Basic Nurse Assistant Training). Upon completion of the HSC-150 course (Basic Nurse Assistant Training program), students will have acquired the 21 mandated skills that are set by the state of Illinois and be eligible to sit for the state licensure exam.

The U.S. Bureau of Labor Statistics estimates an increase job growth of 9% through 2028 (the average rate of job growth is only 5%). New CNAs will be needed to meet the demand. The median salary is \$28,540 and \$13.72 hourly (<https://www.bls.gov/ooh/healthcare/nursing-assistants.htm>).

There are 10 existing affiliate agreements with area nursing facilities and hospitals to ensure students receive clinical practice based on learned concepts in lab and lecture. Most of the clinical facilities allow our students to begin working upon completion of the program and pending their certification through the state of Illinois. Both Smith Village and Bria facilities have a tuition reimbursement program for Moraine students in the BNAT program.

There are no additional costs or space needs associated with the BNAT program. This program makes excellent use of existing equipment in our nursing department and BNAT labs. This program provides a pathway to become a Certified Nursing assistance with a dependable salary, an introduction to the nursing field and a rewarding career helping patients and their families.

The curriculum materials have been reviewed and approved at each step of the college's curriculum review process. Therefore, based upon this review of this new certificate, I recommend it be presented to the Board of Trustees for consideration at its April meeting.

Thank you for your consideration of this recommendation.

Moraine Valley Community College

**Basic Nurse Assistant Training**

Certificate

*Proposed effective date: August 15, 2020*

**7 Credit Hours**

**Curriculum Code 1546**

This program will prepare students to become a Certified Nursing Assistant (CNA). The student will master competency in the 21 manual patient care skills mandated by the Illinois Department of Public Health. Program training will consist of 64 hours of classroom lecture including Alzheimer's, and 40 hours of lab training. In addition, the student gains hands-on experience by completing 40 hours of clinical rotations at a nearby health care facility. Students who successfully complete this program are eligible to take the State of Illinois Nurse Aide Competency Exam. After passing this exam, students may seek employment in long-term care facilities, hospitals, and home health agencies.

**Required Career Courses— 7 credit hours as follows:**

HSC-150 Basic Nurse Assistant Training                      7

**Suggested Schedule**

Semester 1

HSC-150 Basic Nurse Assistant Training                       $\frac{7}{7}$



DATE: April 8, 2020

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

FROM: Thomas Yancey, Director Client Services

RE: Spring FY20 College Life-Cycle Management (LCM) Equipment Phase IV Purchase

In February 2016, the Board of Trustees approved the recommendation for the Life-Cycle Management (LCM) schedule for technology equipment for the college. The LCM project is a long-term rotational plan to replace obsolete products on a cyclical basis allowing the college to be competitive in the area of technology at all times. Specific products were assigned appropriate lifetime usage based on industry standards.

The college is currently standardized in Dell for the desktop computer fleet. For this stage of the Phase IV LCM FY20 schedule, the college will replace a total of: fifty-seven (57) OptiPlex 7070 computers, one hundred fifty (150) laptop docking stations and one hundred forty-nine (149) Dell Latitude 5300 laptops and one (1) Dell Latitude 5400 laptop for administrative and faculty offices; three (3) OptiPlex 7070 micro towers for the SimMan nursing labs, three hundred twenty-nine (329) monitors for administrative & faculty offices, and computer lab rooms, twenty-four (24) ADA station monitors, twenty (20) monitors for open lab computers and sixty-five (65) podium monitors. Additionally, two (2) iMac computers, one (1) Mac mini, and one hundred nineteen (119) iPads will also be purchased. Finally, one hundred sixty-five (165) Canon printers will be purchased for replacement of older models in administrative offices. The college is receiving pricing for the Dell equipment as part of the Midwestern Higher Education Compact (MHEC) Consortium per agreement number MHEC-07012015. Apple offers Educational pricing direct. Proposals have been obtained for the Canon printers. All pricing has been delineated on the attached sheet.

**RECOMMENDED ACTION**

Whereas Dell Computers, of Round Rock, Texas, has submitted MHEC contract pricing for the purchase of fifty-seven (57) micro-computers, one hundred fifty (150) laptop and docking computers, three (3) nursing SimMan recording computers, three hundred twenty-nine (329) standard monitors, twenty-four (24) ADA monitors, twenty (2) lab monitors, and sixty five (65) podium monitors, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to **Dell Inc.** in the amount of **\$219,406.64**.

Whereas Apple Inc. of Austin, Texas, has submitted direct educational pricing for the purchase of two (2) iMac computers with Apple Care, and one (1) Mac mini computer with Apple Care, and one hundred nineteen (119) iPads, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to **Apple Inc.**, in the amount of **\$61,557.00**.

Whereas Canon Solutions America, of Schaumburg, Illinois, has submitted the lowest responsible proposal for the purchase of one hundred sixty-five (165) printers, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to **Canon Solutions America**, in the amount of **\$33,627.00**.

**Total cost of this purchase request: \$314,590.64**

DATE: April 6, 2020

TO: Rick Hendricks  
Vice President of Administrative Services and College Facilities

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

FROM: Jane M. Bentley  
Director of Purchasing

RE: **IGEN Lighting Grant Purchase**

The Illinois Green Economy Network (IGEN) has approved Moraine Valley Community College for a monetary grant opportunity through the Illinois Environmental Protection Agency (IEPA) for education and training for renewable energy and energy efficient technology. Through this approved grant opportunity, the college is looking to replace one hundred ninety-two (192) lighting fixtures in the building D classroom.

As part of supporting our sustainability initiatives and efforts, the college is requesting to purchase one hundred ninety-two (192) new Focal Point Lighting fixtures to replace the aged, inefficient lighting with new energy efficient LED lighting in the classrooms of Building D. The college has obtained pricing from Grainger, as part of a partnership with the E&I Cooperative as well as the Illinois Public Higher Education Cooperative (IPHEC). These cooperatives specifically serve educational institutions to assist in reducing costs and risks through aggregate buying power and joint purchasing initiatives through competitive proposal and bidding processes. This pricing is covered under E&I contract CRN01496 and IPHEC recognized Agreement IPHEC1921.

Purchasing these units through the E&I Cooperative and IPHEC is in accordance with Board Policy 6210 and 6251.

**RECOMMENDED ACTION:** Whereas Grainger, of Janesville, Wisconsin has been approved by E&I Cooperative and IPHEC and awarded this cooperative contract, it is recommended that the Board of Trustees approve this purchase and authorize the issuance of a purchase order in the amount of **\$49,171.20 to Grainger** for the purchase of one hundred ninety-two (192) lighting fixtures to be paid for by a grant offered by IGEN and IEPA.