

## **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 the Public Hearing on the Budget, was held on Tuesday, August 18, 2020, in the Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465. Meeting was held online in a virtual format, pursuant to the State of Illinois Executive Orders, with all meeting content and public comments, via phone or otherwise, being recorded.

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

The meeting was called to order by Chair Kimberly Hastings Cristelli at 6:43 PM.

Chair Cristelli requested that anyone speaking state their name when speaking or making a motion for the record. She also asked those who are not speaking to keep their phones on mute.

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

Present: Kimberly Hastings Cristelli, Chair; Bernadette Barrett; John Coleman; Beth McElroy Kirkwood; Joseph Murphy; Patricia Joan Murphy; Brian O'Neill; Lauren Hassen, Student Trustee

Absent: None

Chair Cristelli indicated that per Illinois Governor Pritzker's executive orders regarding the temporary suspension of the Open Meetings Act (OMA) requirements for a quorum of members to be physically present, the executive order allows call-in participation to constitute a quorum. She also stated that the president, Dr. Jenkins, was on-site at the college.

She further indicated that there are a number of recognitions that usually occur at this time of year and the Board would like to publicly acknowledge these achievements in anticipation of being able to honor them appropriately at a later date. There are three retirements occurring this month: Anne Morgan, Professor of Nursing; Claudia Tripoli, Associate Professor, Radiologic Technology; and Karen Franz, Departmental Assistant in Career Programs. Chair Cristelli acknowledged their commitment and excellent service to the college and to the

community and on behalf of the Board wished each of them long and healthy retirements.

**III. MINUTES**

It was moved by Ms. Murphy and seconded by Ms. Kirkwood to approve the unapproved minutes of the regular meeting of June 16, 2020; the unapproved minutes of the special meeting/board retreat of July 11, 2020; and the unapproved minutes of the special meeting held July 29, 2020. Additionally, you have received the unapproved minutes of the closed sessions of July 11, 2020 and July 29, 2020.

There was a brief discussion concerning attendance for the July 29<sup>th</sup> closed session; the motion was amended to exclude the July 29<sup>th</sup> closed session minutes at this time and to review for correction.

ROLL CALL VOTE taken on approval of minutes for the regular meeting of June 16, 2020; the special meeting/board retreat of July 11, 2020; the special meeting of July 29, 2020; and the closed session of July 11, 2020:

Yes:	Barrett, Coleman, Kirkwood, J. Murphy, P. Murphy, O'Neill, Cristelli
Absent:	None
Student	
Advisory:	Yes

Motion carried.

**IV. AUDIENCE PARTICIPATION**

None.

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

**5.1 ICCTA Report**

Ms. Murphy reported that she was very honored to be asked to participate in the ICCTA executive committee retreat at Heartland College in Normal, Illinois. She reported that the meeting was an in-person meeting, including a field trip around the area to see the different industries and companies with which Heartland partners for student internships and pipelines for jobs. This

was followed by a session with a consultant specialist, who worked with the executive committee to redefine its mission, vision, and goals, which support the organization to educate and help trustees be the best trustees they can be. The team also toured a farm and heard a remarkable story about a young man who didn't know what he wanted to do with his life, and how he found his path and now has restaurants and a farm with event space. His restaurant/farm hosted them for a socially distanced dinner at the farm. His business has grown to \$5 million, and he was looking forward to partnering with Heartland to get more students into job pipelines. On Saturday, ICCTA heard several reports, including one from Dr. Jenkins on behalf of the presidents, and from the president of Heartland about how we can all work together to move things forward. Ms. Murphy indicated that she would be happy to share additional information from the meeting.

### 5.2 Student Trustee Report

Ms. Hassen reported that students had a chance to relax after finishing spring classes and many others attended summer classes to keep busy during quarantine. She reported that students have had many opportunities to attend different meetings and events created by staff and faculty. One such event was designed by the Multicultural Student Affairs office, which gave an outlet for students of color and other interested students to talk about racial injustice, movements happening in America, and to discuss their own emotions on the subject. Student Life conducted a Black Lives Matter You Chat for students to interact with one another and share opinions about the current state of the movement and racial injustice. She explained that You Chats are always student-led, which allows students the comfort to be open and share ideas. The first virtual student town hall meeting was held recently, shaped around questions, concerns, and resources available to students for the fall semester. She reported that around 150 students attended, and the event was recorded and is available on YouTube. Ms. Hassen shared the video link in the chat section on Webex, if anyone wanted to check it out.

## **VI. REPORTS OF ADMINISTRATION**

### 6.1 President's Report

- Enrollment Update – Dr. Jenkins reported that some classes started on August 10, others will start August 24, and they are continuing to do everything possible to encourage students to enroll. She indicated that enrollment is down for fall, but mentioned an event called Super Saturday that has been posted on the website and advertised coming up August 22,

where people who need additional help will be able to come to campus to enroll in person. Services such as academic advising, admissions, cashiers' office, counseling, financial aid, registration, testing, veterans center, and other areas will be open to students who need those services. She reported on numbers of students who have completed placement testing or continuing students who haven't completed degrees or certificates but haven't yet registered, indicating that these students will be contacted to see if they need assistance or services to enroll. She reported that because Moraine requires some kind of payment at enrollment, she felt confident in the college's enrollment numbers compared to what other colleges may experience who allow students to enroll without paying. Another enrollment impact is being felt with international students because of the requirement that new international students could not attend if all their classes were online. Student Development and Academic Affairs worked very hard to develop some hybrid classes for these students and English as a Second Language students. She reiterated that the entire college is working very hard to get as many students as possible started now, but there are also late-starting classes for students to take advantage of. She reported that the Foundation Office, working with the faculty leadership and the Return to Work task force, has set up a special fund to help students who cannot afford books for classes. Classes that meet on campus are socially distanced, staggered to accommodate smaller numbers of students at a time, and PPE is available. She added that more clinical partners have opened up and that is allowing students to be able to complete their required clinicals for allied health programs.

- CARES Act and GEER Funding – Dr. Jenkins reported that she has been sharing this information with the Board about how the college is distributing the CARES Act funding. At this date, the college has served more than 2,000 students, awarding more than \$2 million of the available \$3.2 million. They are still identifying students who can benefit from and are eligible for this funding. The institutional portion of the funding can be used to pay for technology expenses, and the college has ordered 110 more laptops and 100 wifi hotspots. Forty laptops and 48 iPads were loaned out for the fall semester, and the new laptops will be loaned out when they arrive. The state of Illinois allocated \$80 million to community colleges, and Moraine Valley's portion of that is \$954,000, some of which will be used to identify students who have not been able to pay their tuition balances. This is the first time there is money that can be applied toward tuition balances. Staff are working hard to identify eligible students for this assistance. She indicated that there are a lot of moving parts and a lot of hard work that is taking place, and even with all of this, more than 3,000

students graduated with their degrees or certificates. Dr. Jenkins thanked the Board for their support as the college moves forward to continue to serve students in the best way possible.

Chair Cristelli expressed appreciation to the college staff and faculty on behalf of the Board of Trustees for all the hard work during this unusual time and indicated that she knows it is not easy but the Board appreciates the college's resilience and felt that good decisions were being made for the community and for the students.

**VII. COMMUNICATIONS**

None

**VIII. FINANCIAL STATEMENT**

**FOR JUNE 2020:**

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$109,447,973.65 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.2 Budget Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

8.3 Investments

(DOCUMENT C – SUPPLEMENT TO MINUTES)

**FOR JULY 2020:**

8.4 Treasurer's Report

Treasurer's Report showing an ending balance of \$108,912,322.79 will be filed for audit. (DOCUMENT D - SUPPLEMENT TO MINUTES)

8.5 Budget Report

(DOCUMENT E - SUPPLEMENT TO MINUTES)

8.6 Investments

(DOCUMENT F – SUPPLEMENT TO MINUTES)

**CONSENT AGENDA (IX – XII):**

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

**IX. WARRANTS**

The warrant summaries are presented to the Board.

**FOR JUNE 2020:**

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$5,565,532.99
9.3	Operation & Maintenance Fund	970,693.43
9.4	Operation & Maintenance Fund (Restricted)	558,323.13
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	940,922.34
9.7	Restricted Purpose Fund	4,300,966.93
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	-0-
9.10	Audit Fund	5,000.00
9.11	Liability, Protection & Settlement Fund	5,391.00

(DOCUMENT G - SUPPLEMENT TO MINUTES)

**FOR JULY 2020:**

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$9,017,725.85
9.3	Operation & Maintenance Fund	548,891.41
9.4	Operation & Maintenance Fund (Restricted)	106,163.40
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	449,855.27
9.7	Restricted Purpose Fund	942,651.07
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	-0-

- 9.10 Audit Fund -0-
  - 9.11 Liability, Protection & Settlement Fund -0-
- (DOCUMENT H - 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

Diana Krawisz - Internal Auditor, President’s Office - effective 8/31/20  
(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

None.

10.1-4(a) Sabbatical Leave – Faculty

It is recommended that the following request for rescission of sabbatical leave be granted:

Erika Deiters rescinds her spring 2021 sabbatical request and will reapply for sabbatical leave in the future.

(DOCUMENT K- SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

- Derrick Allen - Police Officer, Police – resignation effective 7/8/20
- Sophia Cameron - Financial Aid Assistant, Financial Aid – resignation effective 7/31/20
- John Lopez - Police Officer, Police – resignation effective 8/14/20
- Nicole Nelson - P.T. Community Service Officer, Police – resignation effective 6/11/20

Charmaine Sevier - Manager, Diversity & Employment, Human Resources –  
resignation effective 8/21/20  
(DOCUMENT L- SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Support Staff

Karen Franz - Departmental Assistant, Career Programs – retirement  
effective 8/19/20  
(DOCUMENT M - SUPPLEMENT TO MINUTES)

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

Katarzyna Blahusiak - from Associate Professor, Sociology, Liberal Arts  
to Professor - effective Academic Year 2020-2021

Jeffrey McCully – from Assistant Professor, Sociology, Liberal Arts to  
Associate Professor - effective Academic Year 2020-2021

Anna Rogers – from Counselor, Counseling to Associate Professor –  
effective Academic Year 2020-2021

Michael Shannon – from Associate Professor, Communications, Liberal Arts  
to Professor - effective Academic Year 2020-2021

Ann Shillinglaw – from Associate Professor, Communications, Liberal Arts  
to Professor - effective Academic Year 2020-2021

(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 Clinical Affiliation Agreement with Franciscan Alliance, Inc.  
(Respiratory Therapy)

It is recommended that the Board of Trustees approve the clinical affiliation  
agreement with Franciscan Alliance, Inc., for Respiratory Therapy.  
(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Burbank Fire Department (Emergency Medical Services, Fire Science)

It is recommended that the Board of Trustees approve the affiliation agreement with Burbank Fire Department for Emergency Medical Services and Fire Science. (DOCUMENT P - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Madison Street Medical (Sleep Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Madison Street Medical for Sleep Technology. (DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Northwestern Memorial Healthcare (Nursing, Phlebotomy, Respiratory Therapy, Sleep Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Northwestern Memorial Healthcare for Nursing, Phlebotomy, Respiratory Therapy, and Sleep Technology. (DOCUMENT R - SUPPLEMENT TO MINUTES)

12.5 Affiliation Agreement with Palos Medical Group (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Palos Medical Group for Medical Assistant. (DOCUMENT S - SUPPLEMENT TO MINUTES)

12.6 Business Associate Agreement with Riveredge Hospital (Nursing)

It is recommended that the Board of Trustees approve the business associate agreement with Riveredge Hospital for Nursing. (DOCUMENT T - SUPPLEMENT TO MINUTES)

12.7 Illinois Equity in Achievement (ILEA) - Executive Summary

It is recommended that the Board of Trustees accept and approve the Illinois Equity in Attainment (ILEA) Equity Plan for Moraine Valley Community College as outlined in the attached Executive Summary. (DOCUMENT U - SUPPLEMENT TO MINUTES)

12.8 Board Policy - Human Resources - #7263.5, Telework Policy (new)

It is recommended that the Board of Trustees approve new Board Policy #7263.5: Telework Policy, as presented.  
(DOCUMENT V - SUPPLEMENT TO MINUTES)

12.9 Approval of FY21 Budget

It is recommended that the Board of Trustees adopt the FY 2021 Budget.  
(DOCUMENT W - SUPPLEMENT TO MINUTES)

12.10 Universal Automated Robotic Arm Purchase

Whereas FPE Automation, of Elk Grove Village, Illinois is the sole source distributor of the Universal Robots UR3e robotic arm, it is recommended that the Board of Trustees approve this purchase and authorize the issuance of a purchase order in the amount of \$ **35,582.23** for the purchase of the UR3e robotic arm, related components and instructor training.

Robot/Components/Training	\$32,990.00	CARES Act
Annual Service Contract	\$ 2,592.00	AET Department Budget

(DOCUMENT X - SUPPLEMENT TO MINUTES)

12.11 College Life-Cycle Management (LCM) Equipment Purchase Fall 2020

**Laptops and Associated Accessories –**

Whereas Dell Computers, of Round Rock, Texas, has submitted MHEC contract pricing for the purchase of two hundred and twenty-eight (228) laptops, seventy-five (75) All-in-one tablets, and three hundred and three (303) docking station and briefcases, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Dell Inc., in the amount of \$353,351.85.

**UPS Batteries –**

Whereas ConRes, Inc. of Bedford, Massachusetts has submitted the lowest responsible proposal for the purchase of 45 UPS batteries, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to ConRes, Inc. in the amount of \$17,403.75.

**Data Center Power System Rebuild –**

Whereas CDW-G, Inc. of Vernon Hills, Illinois has submitted the lowest responsible proposal for the rebuild of one data center power system, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to CDW-G, Inc. in the amount of \$17,067.65.

**Voice Routers –**

Whereas CDW-G, Inc. of Vernon Hills, Illinois has submitted the lowest responsible proposal for the purchase of two (2) voice routers, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to CDW-G, Inc. in the amount of \$28,774.26.

**ESXI Servers –**

Whereas Dell, Inc. of Round Rock, TX has submitted the lowest responsible proposal for the purchase of two (2) servers, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Dell, Inc. in the amount of \$25,650.30.

**Total Cost of this purchase: \$442,247.81**

(DOCUMENT Y - SUPPLEMENT TO MINUTES)

12.12 Resolution providing for the issue of not to exceed \$19,500,000 General Obligation Refunding Bonds of Community College District No. 524, County of Cook and State of Illinois, for the purpose of refunding certain outstanding bonds of said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof

It is recommended that the Board of Trustees approve the resolution providing for the issue of not to exceed \$19,500,000 General Obligation Refunding Bonds of Community College District No. 524, County of Cook and State of Illinois, for the purpose of refunding certain outstanding bonds of said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

(DOCUMENT Z - 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, 9.8, 9.9, 9.10, and 9.11; 10.1-1, 10.1-2, 10.1-3, 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, and 12.12:

Yes: Barrett, Coleman, Kirkwood, J. Murphy, P. Murphy,  
O’Neill, Cristelli  
Absent: None  
Student  
Advisory: Yes

Motion carried.

Trustee Brian O’Neill, Secretary, read into the public record of the meeting the full title of the resolution for Agenda Item 12. 12:

Resolution providing for the issue of not to exceed \$19,500,000 General Obligation Refunding Bonds of Community College District No. 524, County of Cook and State of Illinois, for the purpose of refunding certain outstanding bonds of said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

**XIII. MISCELLANEOUS**

None.

**XIV. AUDIENCE PARTICIPATION**

None.

**XV. ADJOURNMENT**

The meeting adjourned at 7:20 PM.