

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, November 17, 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 6:05 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 devices on mute.

II. ROLL CALL

Present: Kimberly Hastings Cristelli, Chair; Bernadette Barrett; John Coleman (arrived 6:10PM); Beth McElroy Kirkwood; Patricia Joan Murphy; Brian O'Neill; Lauren Hassen, Student Trustee

Absent: Joseph Murphy

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.

III. MINUTES

It was moved by Mr. O'Neill and seconded by Ms. Murphy to approve the unapproved Minutes of the Regular Meeting of October 20, 2020, the unapproved minutes of the Closed Session Held October 20, 2020, and the previously approved minutes of August 18, 2020 and September 15, 2020, as corrected.

ROLL CALL VOTE taken on approval of minutes for the Regular Meeting of October 20, 2020, the closed session of October 20, 2020, the Regular Meeting of August 18, 2020 (as corrected), and the Regular Meeting of September 15, 2020 (as corrected):

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

Motion carried.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS

5.1 ICCTA Report

Ms. Murphy reported that she participated virtually in the Illinois Community College Trustees Association (ICCTA) meetings on November 13 and 14. The meetings began with roundtable discussions, which were very informative and included a discussion of the state budget in light of the defeated fair tax and how colleges were preparing. Trustee responses included budget cuts, attrition, cutting programs, and she mentioned that one college had a third party review their courses to see which to keep, let go, or expand. Other colleges were interested in this and the name of the firm was shared. She reported that Moraine was doing some of the same but was fortunate to have a healthy reserve and a Foundation working extra hard to help out. The trustees discussed reaching out to elected officials, and she suggested a letter writing campaign by students, which was very well received. She reported that she met with the Government Relations and Public Policy Committee working to outline 2021 legislative goals. She reported that they discussed possibly building a master plan, working together with ACCT and ICCTA and boards to consider writing letters and doing virtual lobbying. She indicated that she had extensive notes from the meetings and would be happy to share any information.

Chair Cristelli, on behalf of the Board, congratulated Trustee Hassen for receiving an Illinois Community College Student Activities Association scholarship at the organization’s fall convention.

5.2 Student Trustee Report

Ms. Hassen thanked the Board for the congratulations. She reported that the month of November has been filled with a number of interesting events. On November 2, 19 student leaders from clubs and organizations had a chance to meet with the college president to ask questions and share concerns. She indicated that several other administrators participated as well, joining in the conversation and listening to the discussion and questions from the students. November 3 was the presidential election, and, as one of the founding members of the Democracy Commitment program, many of the students from the Glacier newspaper wrote articles on the ins and outs of the election. Ms. Hassen also announced that a new student trustee will be elected next year, indicating that if anyone was listening and was interested, they could check out an in-depth article about the student trustee role. She shared the link in the chat for the meeting.

VI. REPORTS OF ADMINISTRATION

6.1 President's Report

Dr. Jenkins thanked Trustee Murphy for her active participation in the ICCTA meetings.

- Tax Levy Resolution Update – Theresa O'Carroll shared information about the tax levy resolution to determine the estimated tax levy, which is on the agenda for approval this evening. The actual tax levy will be presented at the December Board meeting. The college is required to publish a notice before the date of the public hearing, if the levy, excluding debt service, is more than 5% over the previous year's extension. She indicated that while the proposed levy is less than 5%, the college publishes this notice regardless in order to be transparent. She noted that the bonded debt levy is 3.89% lower than the previous year, as a result of refinancing two bond issuances. She reviewed the information used to determine the estimated tax levy, noting that we don't know the equalized assessed valuation for tax year 2020 yet. She reviewed the worksheet for the tax levy, explaining how each line item is calculated and noting that the levy is still subject to tax caps. A public hearing will be held before the December meeting, and the adoption of the tax levy will be on the regular meeting agenda.

Dr. Jenkins reported that in recent conversations with the Board chair and vice chair about the budget, it had been proposed that Trustees Kirkwood

and O'Neill work with Theresa to look at the current revenue and expenditure situation in light of enrollment declines and uncertainty with state support. She thanked the trustees for working with Theresa, and expressed appreciation for Theresa's staff, and college faculty and staff who worked to assure that what we are spending is critical and that we are holding the line as much as possible.

- Budget Update – Theresa began her report with a reminder that the budget approved in September was a balanced operating budget. She reviewed the funds that make up the operating budget and reviewed reductions that were made to the FY21 operating budget compared to the FY20 budget, in anticipation of reduced revenue. Revenues were reduced by \$1.7 million and expenses were reduced by \$1.8 million. She reviewed a report of revenue and expenses for the first four months of the fiscal year, 33% into the budget year, showing total revenue exceeding expenses of \$6.5 million. Additionally, the Executive Leadership Team worked with departmental deans and directors to identify budget dollars that could be placed on hold and not expended, estimated at \$4.5 million. These reductions (savings) are in addition to previous reductions to the budget. CARES funds were utilized for some Life Cycle Management technology purchases, resulting in savings of \$640,000. She indicated that they were very conservative in budgeting state equalization and credit hour grants at 5% less than FY2020—a reduction of \$658,390—and final FY2020 allocations from the state exceeded budgeted amounts by \$982,469, resulting in a total of \$1.6 million more than originally budgeted. She reported that the net result is an estimated savings of \$6.7 million at this point in time.

Chair Cristelli thanked Theresa and her staff for putting this together and Trustees Kirkwood and O'Neill for working with Theresa. She indicated that this report shows that good financial decisions are being made during these tough times.

Dr. Jenkins indicated that the Board will receive a similar report at the end of each quarter.

Mr. O'Neill thanked Theresa and Trustee Kirkwood, indicating that they had a good brainstorming phone call recently and what was presented tonight was a concise report of a complicated situation and it was presented it in a way that was easily understood.

Dr. Jenkins also reported that she participated in recent meetings during which it was mentioned that community colleges were not likely to get further reductions because of the formula calculations, and based on the fact that the college developed a budget that was 5% less, she felt that the college was in a fiscally sound position.

- Grants Report – Dr. Sharon Katterman, Director of Resource Development and Institutional Effectiveness, provided a report on grants received by the college, which totaled \$5,877,469 for FY20. She noted that some of the grants were unable to be implemented because of the pandemic, but those grants will roll over into FY21. She pointed out 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 a program/project. She reported that 83% of the college's grant funding is focused on student retention. She also noted that there are grants, such as from the National Security Agency (NSA), which will increase for FY21 as well as others that will not continue into FY21. She reported on two grants awarded to the college's Foundation but which still support students, as well as some grants that are new to the college. She reported that Resource Development has begun posting student success stories on their portal page to show how grants are helping students succeed. Since she could not access that for this meeting, this information will be shared separately with the Board.

Dr. Jenkins reported that the college learned yesterday that it is now a Title V grant institution, meaning that there is a 25% Hispanic student population, which qualifies the college for additional grant opportunities. She will share more information with the Board in her December Board update. She reported that this fall, there were 335 hybrid sections with an enrollment seat count of 2,334 students, with one week left for those and for CTE classes. Those students have been able to come to the campus for a portion of their classes. The remaining all-virtual classes will finish up on December 11, and some radiology students will finish clinicals by January 15. Enrollment is going very well for the four-week winter session that starts in December. Dr. Jenkins thanked the faculty and staff for their creativity and commitment to helping students have as much of a full college experience as possible, sharing as an example that the Music department found a way to hold recitals virtually.

VII. COMMUNICATIONS

- 7.1 Letter from Joint Review Committee on Education in Radiologic Technology (JRCERT) re Radiologic Technology Accreditation to 2024
- 7.2 Letter from Phi Theta Kappa for Five-Star PTK Advisor, Amanda O'Connor

VIII. FINANCIAL STATEMENT

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$117,149,356.01 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)

CONSENT AGENDA (IX – XII):

It was moved by Mr. Coleman and seconded by Ms. Kirkwood 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 | \$6,011,199.67 |
| 9.3 | Operation & Maintenance Fund | 735,191.84 |
| 9.4 | Operation & Maintenance Fund (Restricted) | 384,329.55 |
| 9.5 | Bond & Interest Fund | -0- |
| 9.6 | Auxiliary Enterprise Fund | 669,559.12 |
| 9.7 | Restricted Purpose Fund | 3,362,815.27 |
| 9.8 | Working Cash Fund | -0- |
| 9.9 | Trust and Agency Fund | 2,208.01 |

| | | |
|------|---|-----------|
| 9.10 | Audit Fund | 20,000.00 |
| 9.11 | Liability, Protection & Settlement Fund | -0- |

(DOCUMENT D - 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

None.

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

Paula DeAnda-Shah - Associate Professor, Developmental Mathematics –
1/19/21-5/21/21

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Christina Cotta – Program Assistant, Student Success – resignation effective
11/6/20

(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Support Staff

Wilma Morrill – P.T. Library Assistant II, Learning Resource Center –
retirement effective 1/29/21

Mary Smith – Secretary II, Career Programs – retirement effective 6/30/21
(DOCUMENT H - SUPPLEMENT TO MINUTES)

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

Judith Corcoran – from Associate Professor, Nursing, Career Programs to Professor - effective Academic Year 2020-2021

Tamima Farooqui - from Job Resource Specialist, Job Resource Center to Employment Equity Manager, Human Resources - effective 12/7/20

Michelle Furlow – from Assistant Professor, Criminal Justice, Career Programs to Associate Professor - effective Academic Year 2020-2021

Mark O'Donnell – from Lieutenant, Police Department to Police Officer – effective 11/2/20

(DOCUMENT I - 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 Second Amendment to Affiliation Agreement with Advocate Health & Hospitals Corporation (Nursing, Basic Nurse Assistant Training)

It is recommended that the Board of Trustees approve the second amendment to affiliation agreement with Advocate Health & Hospitals Corporation for Nursing and Basic Nurse Assistant Training.

(DOCUMENT J - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Counseling Center of Illinois (Addictions Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Counseling Center of Illinois for Addictions Studies.

(DOCUMENT K - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with DuPage Medical Group, Ltd. (Phlebotomy)

It is recommended that the Board of Trustees approve the affiliation agreement with DuPage Medical Group, Ltd., for Phlebotomy.

(DOCUMENT L - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Loyola University Medical Center (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Loyola University Medical Center for Medical Assistant.
(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.5 Master Education Agreement with Presence Care Transformation Corporation (Addictions Studies)

It is recommended that the Board of Trustees approve the master education agreement with Presence Care Transformation Corporation for Addictions Studies. (DOCUMENT N - SUPPLEMENT TO MINUTES)

12.6 Third Amendment to Affiliation Agreement with Silver Cross Hospital (Health Info Tech, Respiratory Therapy, Radiologic Tech-Mammography CT, Phlebotomy)

It is recommended that the Board of Trustees approve the third amendment to affiliation agreement with Silver Cross Hospital for Health Information Technology, Respiratory Therapy, Radiologic Technology/Mammography CT, and Phlebotomy.
(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.7 Affiliation Agreement with South Shore Hospital (Radiologic Technology-Mammography CT)

It is recommended that the Board of Trustees approve the affiliation agreement with South Shore Hospital for Radiologic Technology/Mammography CT.
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.8 Resolution Determining the Estimated Tax Levy and Public Hearing 2020

It is recommended that the Board of Trustees approve the resolution as presented.
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.9 Resolution to Adopt State Universities Retirement System (SURS) Deferred Compensation Plan

It is recommended that the attached Resolution to Adopt Plan, Employer Participation Agreement, and Authorized Contact Form for the new State Universities Retirement System (SURS) Deferred Compensation Plan (DCP) be approved. (DOCUMENT R - 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, 10.1-5, 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, and 12.9:

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

Student

Advisory: Yes

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. CLOSED SESSION

It was moved by Ms. Murphy and seconded by Ms. Kirkwood to move to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, pursuant to Section 2(c)(1) of the Open Meetings Act.

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

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

Absent: J. Murphy

Student

Advisory: Yes

Motion carried.

The Board moved to closed session at 7:17 PM and returned to open session at 7:53 PM.

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

XVI. ADJOURNMENT

The meeting adjourned at 7:55 PM.