

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

Governing Board of Moraine Valley Community College, Community College District #524, Special Meeting, 5:30 PM, Tuesday, February 16, 2021, Board Room D219, 9000 West College Parkway, Palos Hills, IL 60465. Meeting to be 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. Access is provided by teleconference online via www.morainevalley.edu/BOTFeb16 or by phone, 1-312-535-8110 with Meeting ID 120 652 9720, p/w 59Ra9A8HSCf (59729284 from phones).

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **CLOSED SESSION** - Motion to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, pursuant to Section 2(c)(1) of the Illinois Open Meetings Act.
4. **AUDIENCE PARTICIPATION**
5. **ADJOURNMENT**

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

Governing Board of Moraine Valley Community College, Community College District #524, Regular Meeting, 6:00 PM, Tuesday, February 16, 2021, Board Room D219, 9000 West College Parkway, Palos Hills, IL 60465. Meeting to be 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. Access is provided by teleconference online via www.morainevalley.edu/BOTFeb16 or by phone, 1-312-535-8110 with Meeting ID 120 652 9720, p/w 59Ra9A8HSCf (59729284 from phones).

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **MINUTES**
 - 1) Unapproved Minutes - Public Hearing on Tax Levy, December 17, 2020
 - 2) Unapproved Minutes - Regular Meeting, December 17, 2020
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
 - 1) ICCTA Meeting Report - P. Murphy
 - 2) Student Trustee Report – Hassen
6. **REPORTS OF ADMINISTRATION**
 - 1) President's Report
 - Final FY20 Audit Report
 - FY21 Budget Update
 - CARES and CRRSAA Funding Report
7. **COMMUNICATIONS**
8. **FINANCIAL STATEMENT**

For DECEMBER 2020:

- 1) Treasurer's Report
- 2) Financial Records Summary
- 3) Investments

FOR JANUARY 2021:

- 4) Treasurer's Report
- 5) Financial Records Summary
- 6) Investments

9. **WARRANTS**

CONSENT AGENDA (Agenda Items 9 - 12) (*items included for action)

- 1) * Account Expenditure Summaries (including Travel Expense Reimbursements)
 - a. **FOR DECEMBER 2020**
 - b. **FOR JANUARY 2021**
- 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. * Tenure Contract for Bargaining Unit Members
 - b. * Third Year Contract for Bargaining Unit Members
 - 2) * Part-Time/Supplemental/Other
 - 3) Salary Revisions
 - 4) * Leave of Absence (LOA)
 - 5) * Resignations/Terminations
 - a. * Retirement - Administrative & Professional
 - 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)
- 11. **UNFINISHED BUSINESS**
- 12. **NEW BUSINESS**
 - 1) * Affiliation Agreement with Dr. S. Setia, M.D. (Medical Assistant)
 - 2) * Affiliation Agreement with Serenity House (Addictions Studies)
 - 3) * Affiliation Agreement with Victorian Village (Basic Nurse Assistant)
 - 4) * New Certificate Program: American Sign Language (ASL) Deaf Studies
 - 5) * Illinois Green Economy Network (IGEN) Lighting Grant Purchase (FPAC)
 - 6) * Culvert Repairs Bid - Revision
 - 7) * Building T Heating Water Plant Upgrade Bid
- 13. **MISCELLANEOUS**
- 14. **AUDIENCE PARTICIPATION**
- 15. **ADJOURNMENT**

Agenda Item 3.0
February 16, 2021

MINUTES

Approved Minutes of the November 17, 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, 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.

BOARD REPORTS AND/OR REQUESTS

- | | | |
|-----|--|--------|
| 5.1 | ICCTA Meeting Report – Patricia Murphy | Verbal |
| 5.2 | Student Trustee Report – Lauren Hassen | Verbal |

REPORTS OF ADMINISTRATION

- 6.1 President's Report Verbal
- Final FY 20 Audit Report
 - FY21 Budget Update
 - CARES and CRRSAA Funding Report

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

FUND	BEGINNING BALANCE	RECEIVED	DISBURSED	ENDING BALANCE
EDUCATION FUND	\$50,658,566.57	\$2,288,066.86	\$7,427,446.53	\$45,519,186.90
OPERATION & MAINT FUND	11,559,258.02	258,829.34	763,561.00	11,054,526.36
OPERATION & MAINT (RESTR.)	14,794,190.84	145,121.44	113,216.33	14,826,095.95
BOND & INTEREST FUND	1,507,739.99	11,126.24	0.00	1,518,866.23
AUXILIARY FUNDS	7,345,309.28	1,013,295.99	519,958.90	7,838,646.37
RESTRICTED PURPOSE FUNDS	6,074,660.96	2,126,082.45	882,191.07	7,318,552.34
WORKING CASH FUND	13,858,682.73	3,398.70	0.00	13,862,081.43
TRUST & AGENCY FUNDS	167,805.15	1,155.29	976.60	167,983.84
AUDIT FUND	151,730.31	137.19	15,000.00	136,867.50
LIAB, PROTECT & SETTLE FUND	617,186.29	813.59	7,546.50	610,453.38
TOTAL	<u>\$106,735,130.14</u>	<u>\$5,848,027.09</u>	<u>\$9,729,896.93</u>	<u>\$102,853,260.30</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS	\$22,550.00
HUNTINGTON BANK	1,070,883.85
FIRST MIDWEST BANK	2,708,039.51
FIRST MIDWEST BANK	702,603.63
WINTRUST MAXSAFE	2,076,511.83
IL METROPOLITAN INVESTMENT FUND	8,208,051.68
IL METROPOLITAN INVESTMENT FUND	5,293,386.90
IL PUBLIC TREASURERS FUND	1,289,065.83
IL SCHOOL DIST LIQUID ASSEST FUND	12,871,770.32
SHORT TERM INVESTMENTS	54,439,528.75
LONG TERM INVESTMENTS	14,170,868.00
TOTAL	<u>\$102,853,260.30</u>

**MORAIN VALLEY COMMUNITY COLLEGE
 COMMUNITY COLLEGE DISTRICT NO. 524
 TREASURER'S REPORT
 MONTH ENDED JANUARY 31, 2021**

FUND	BEGINNING BALANCE	RECEIVED	DISBURSED	ENDING BALANCE
EDUCATION FUND	\$45,519,186.90	\$6,418,216.55	\$5,616,264.93	\$46,321,138.52
OPERATION & MAINT FUND	11,054,526.36	914,971.45	1,291,686.18	10,677,811.63
OPERATION & MAINT (RESTR.)	14,826,095.95	265,361.94	309,291.66	14,782,166.23
BOND & INTEREST FUND	1,518,866.23	8,963.24	0.00	1,527,829.47
AUXILIARY FUNDS	7,838,646.37	933,597.52	771,127.85	8,001,116.04
RESTRICTED PURPOSE FUNDS	7,318,552.34	659,197.21	2,468,356.23	5,509,393.32
WORKING CASH FUND	13,862,081.43	17,106.05	0.00	13,879,187.48
TRUST & AGENCY FUNDS	167,983.84	73.62	276.45	167,781.01
AUDIT FUND	136,867.50	111.90	0.00	136,979.40
LIAB, PROTECT & SETTLE FUND	610,453.38	670.28	0.00	611,123.66
TOTAL	<u>\$102,853,260.30</u>	<u>\$9,218,269.76</u>	<u>\$10,457,003.30</u>	<u>\$101,614,526.76</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS	\$22,550.00
HUNTINGTON BANK	1,070,681.02
FIRST MIDWEST BANK	2,826,542.53
FIRST MIDWEST BANK	703,331.12
WINTRUST MAXSAFE	2,076,676.75
IL METROPOLITAN INVESTMENT FUND	8,210,199.55
IL METROPOLITAN INVESTMENT FUND	5,303,268.30
IL PUBLIC TREASURERS FUND	2,653,184.59
IL SCHOOL DIST LIQUID ASSEST FUND	12,871,896.15
SHORT TERM INVESTMENTS	52,705,328.75
LONG TERM INVESTMENTS	13,170,868.00
TOTAL	<u>\$101,614,526.76</u>

**ACCOUNT EXPENDITURE SUMMARIES
DECEMBER**

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$7,427,446.53
9.3	OPERATION & MAINTENANCE FUND	763,561.00
9.4	OPERATION & MAINTENANCE (RESTR) FUND	113,216.33
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	519,958.90
9.7	RESTRICTED PURPOSE FUND	882,191.07
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	976.60
9.10	AUDIT FUND	15,000.00
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	7,546.50
	TOTAL	<u><u>\$9,729,896.93</u></u>

**ACCOUNT EXPENDITURE SUMMARIES
JANUARY**

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$5,616,264.93
9.3	OPERATION & MAINTENANCE FUND	1,291,686.18
9.4	OPERATION & MAINTENANCE (RESTR) FUND	309,291.66
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	771,127.85
9.7	RESTRICTED PURPOSE FUND	2,468,356.23
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	276.45
9.10	AUDIT FUND	-
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	-
	TOTAL	<u><u>\$10,457,003.30</u></u>

10.0 REPORTS OF PERSONNEL

10.1-1	Full Time	Enclosed
10.1-1(a)	Tenure Contract for Bargaining Unit Members	Enclosed
10.1-1(b)	Third-Year Contract for Bargaining Unit Members	Enclosed
10.1-2	Part Time/Supplemental/Other	Enclosed
10.1-3	Salary Revisions	None
10.1-4	Leave of Absence (LOA)	Enclosed
10.1-5	Resignations/Terminations	Enclosed
10.1-5(a)	Retirement – Administrative & Professional Staff	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

SUBJECT REPORT – Full Time

Yesenia Ponce	Departmental Assistant Learning Enrichment & College Readiness	Effective: 3/1/21
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Patrick Treacy	Police Chief Police	Effective: 3/1/21
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RECOMMENDED ACTION

That the above be employed.

Tenure Contract for Bargaining Unit Members

Pursuant to the terms of the negotiated Agreement for the Faculty Association, Article 4.3, Non-Tenured Faculty, it is recommended that a contract for the following non-tenured bargaining unit members be renewed for the 2021-2022 academic year.

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

RECOMMENDED ACTION

That the Board of Trustees approves the award of a contract for the 2021-2022 academic year for the above-named individuals.

Third-Year Contract for Bargaining Unit Members

Pursuant to the terms of the negotiated Agreement for the Faculty Association, Article 4.3, Non-Tenured Faculty, it is recommended that a contract for the following non-tenured bargaining unit members be renewed for the 2021-2022 academic year.

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

RECOMMENDED ACTION

That the Board of Trustees approves the award of a contract for the 2021-2022 academic year for the above-named individuals.

SUBJECT REPORT – Leave of Absence (LOA)

Brenda Rodriguez	Student Success Specialist Corporate, Community & Continuing Education	L.O.A. (PARENTAL) 5/17/21-8/22/21
Anuradha Senthil Kumar	System Administrator Network Operations	Personal Leave 2/2/21-7/31/21
Sanah Siddiqui	Project Management Coordinator IT Project Management & Application Services	L.O.A. (PARENTAL) 5/4/21-7/19/21

RECOMMENDED ACTION

That the above leaves be granted.

SUBJECT REPORT - Resignations/Terminations

Catherine Dixon	Secretary II Academic Services	Effective: 12/31/20
John Krull	Police Lieutenant/Support Services Commander Police Department	Effective: 1/8/21
Kelley Murphy	P.T. Community Service Officer Police Department	Effective: 2/13/21
Michelle Stewart	Police Officer Police Department	Effective: 1/22/21

RECOMMENDED ACTION
That the above be approved as presented.

Retirement – Administrative & Professional

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

Diane Bauer	User Support Engineer Client Services	4/30/21
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RECOMMENDED ACTION

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

SUBJECT REPORT – Reclassifications (Promotions, Transfers, Etc.)

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Martin Knolmayer	P.T. Police Officer Police Department	Reclassified to: Sergeant Effective: 3/1/21

RECOMMENDED ACTION
That the above be approved as presented.

NEW BUSINESS

- | | | |
|-------|--|----------|
| *12.1 | Affiliation Agreement with Dr. S. Setia, M.D. (Medical Assistant) | Enclosed |
| *12.2 | Affiliation Agreement with Serenity House (Addictions Studies) | Enclosed |
| *12.3 | Affiliation Agreement with Victorian Village (Basic Nurse Assistant) | Enclosed |
| *12.4 | New Certificate Program: American Sign Language (ASL) Deaf Studies | Enclosed |
| *12.5 | Illinois Green Economy Network (IGEN) Lighting Grant Purchase (FPAC) | Enclosed |
| *12.6 | Culvert Repairs Bid – Revision | Enclosed |
| *12.7 | Building T Heating Water Plant Upgrade Bid | Enclosed |

APPROVAL OF NEW CERTIFICATE PROGRAM:
AMERICAN SIGN LANGUAGE (ASL) DEAF STUDIES

(See attached rationale)

Recommended Action:

It is recommended that the Board of Trustees approve a new certificate program for American Sign Language (ASL) Deaf Studies, effective fall 2021.

Moraine Valley Community College

To: Dr. Sylvia Jenkins
From: Pamela Haney
Date: February 3, 2021
Subject: New ASL Deaf Studies Certificate Program

Enclosed are the documents to propose the following new degree program:

- ASL Deaf Studies Certificate

The curriculum materials have been reviewed and approved at each step of the college's curriculum review process. Therefore, based upon the review of this certificate and the support for this program, I recommend that this ASL Deaf Studies certificate program be presented to the Board of Trustees at its February meeting.

Thank you for your consideration of this recommendation.

Enc.



Moraine Valley Community College

DATE: February 3, 2021
TO: Moraine Valley Board of Trustees
FROM: Dr. Pamela Haney, Vice President of Academic Affairs
RE: **ASL Deaf Studies Certificate Program Approval**

The Moraine Valley Curriculum Development Group and the Curriculum Review Team have both approved the curriculum for the **ASL Deaf Studies Certificate** program effective fall 2021.

The **ASL Deaf Studies Certificate** is a 28-credit hour program designed to develop skills in American Sign Language and to provide students with a strong foundation to enter professions that provide services to the Deaf, Deaf-Blind, and hard of hearing communities.

The **ASL Deaf Studies Certificate** provides training for students who wish to learn basic American Sign Language and understand Deaf Culture. Upon completing the certificate program students may also choose to pursue the Sign Language Interpretation Certificate.

According to the U.S. Bureau of Labor Statistics, a 20% national increase in the number of available jobs is projected between 2019 and 2029, with a median hourly pay of \$24.92 and a median annual pay of \$51,830. (<https://www.bls.gov/ooh/media-and-communication/interpreters-and-translators.htm#tab-6>). According to the U.S. Bureau of Labor Statistics, most interpreters and translators work in settings such as schools, hospitals, courtrooms, detention facilities, meeting rooms, and conference centers. Judiciary and conference interpreters may travel frequently. (<https://www.bls.gov/ooh/media-and-communication/interpreters-and-translators.htm#tab-3>)

There are no additional costs or space needs associated with the ASL Deaf Studies program.

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 February meeting.

Thank you for your consideration of this recommendation.



Moraine Valley Community College
ASL Deaf Studies
Certificate program
Proposed effective date: August 2021

28 Credit Hours

Curriculum Code: 1469

The ASL Deaf Studies Certificate is designed to develop skills in American Sign Language to provide students with a strong foundation to enter professions that provide services to the Deaf, DeafBlind, and Hard of Hearing communities. Certificate completion will also provide a path to entry into the American Sign Language Interpretation Program which has selective enrollment.

Required General Education Courses – 3 credit hours as follows:

COM-101	Composition I	<u>3</u>
		3

Required Career Courses – 25 credit hours as follows:

ASL-100	Visual Gestural Communication	2
ASL-101	American Sign Language I	3
ASL-102	American Sign Language II	3
ASL-103	American Sign Language III	3
ASL-110	Deaf Culture and History	3
ASL-111	Working in the Deaf Community	1
ASL-114	Fingerspelling and Numbers in ASL	2
ASL-121	Linguistics of ASL	3
ASL-122	Classifiers in ASL	2
ASL-201	American Sign Language IV	<u>3</u>
		25

Suggested Schedule

Semester 1

ASL-100	Visual Gestural Language	2
ASL-101	American Sign Language I	3
ASL-102	American Sign Language II	3
ASL-111	Working in the Deaf Community	1
ASL-114	Fingerspelling and Numbers in ASL	2
COM-101	Composition I	<u>3</u>
		14

Semester 2

ASL-103	American Sign Language III	3
ASL-110	Deaf Culture and History	3
ASL-121	Linguistics of ASL	3
ASL-122	Classifiers in ASL	2
ASL-201	American Sign Language IV	<u>3</u>
		14

DATE: February 8, 2021

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 third monetary grant opportunity through the Illinois Environmental Protection Agency (IEPA) for education and training for renewable energy and energy efficient technology. Through this third opportunity, the college will replace one hundred forty-five (145) lighting fixtures in the classrooms and performance studios of the Fine and Performing Arts Center (FPAC).

As part of supporting our sustainability initiatives and efforts, the college is requesting to purchase one hundred forty-five (145) new Focal Point Lighting fixtures to replace aged, inefficient lighting with new energy efficient LED lighting in the FPAC through this grant. 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 IPHEC192.

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 **\$37,134.50 to Grainger** for the purchase of one hundred forty-five (145) lighting fixtures to be paid for by a grant offered by IGEN and IEPA.

DATE: January 27, 2021
TO: Sylvia Jenkins, President
FROM: Rick Hendricks, Vice President of Administrative Services
RE: **Culvert Repairs Bid-Revision**

In December 2020, the Board approved the Culvert Repairs Bid for \$22,440.00 to Fox Excavating upon the recommendation and review by the college's architect/engineer, exp US Services.

Upon further discussions between exp and Fox Excavating, exp was made aware that the bid amount of \$22,440.00 did not include the allowance of \$20,000.00 which was stated in the bidding specifications. By adding the allowance, this would make Fox Excavating's bid, \$42,440.00 and no longer the lowest qualified bid. Schwartz Construction, the next apparent low bidder, also made the same error in not including the allowance as stated in the bidding specifications, thus no longer making their bid the lowest qualified as this would increase their base bid from \$ 26,500.00 to \$46,500.00.

After review and confirmation, by exp of the remaining bids, Advantage Paving Solutions, correctly accounted for the allowance in the bid submission and confirmed that Advantage Paving Solutions understands the scope and requirements of the bid specifications for this project.

RECOMMENDED ACTION: Whereas, Advantage Paving Solutions, of Joliet, Illinois, submitted the lowest responsible and responsive bid, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of **\$ 38,760.00 to Advantage Paving Solutions** for the Culvert Repairs Bid.

DATE: February 1, 2021

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: **MVCC Building T Heating Water Plant Upgrades Bid**

The bid was duly advertised in a local newspaper as prescribed by law. The bid was also advertised on the college's web site. The bids were opened on Friday, January 29, 2021 at 2:00 PM in Room L187. Ten (10) bids were received. The results of the bid are delineated on the attached sheet. The pricing for this bid was not via State contract or consortium contracts.

The general scope of this project includes, but is not limited to replacement of boilers, pumps, piping, and all associated electrical and controls updates.

The recommendation of a bidder for the award of this project is based on the bidder's responsiveness to the identified qualifications, requirements of the project, and the bid amount. Upon review of the apparent low bid, Premier Mechanical Systems, of Addison, Illinois, by the college's engineer, IMEG, it was found that Premier Mechanical Systems understood the scope and requirements of the bid specifications for this project.

RECOMMENDED ACTION: Whereas, Premier Mechanical Systems, of Addison, Illinois, submitted the lowest responsible and responsive bid, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$ **536,000.00 to Premier Mechanical Systems** for the MVCC Building T Heating Water Plant Upgrades Bid.