

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 16, 2021, in Building M, Moraine Business & Conference Center Moraine Rooms 2&3, 9000 West College Parkway, Palos Hills, Illinois, 60465. Meeting was held in-person and online, pursuant to the State of Illinois Executive Orders and Gubernatorial Disaster Proclamations, 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 Brian O'Neill at 6:00 PM.

II. ROLL CALL

Present: Brian O'Neill, Chair; Bernadette Barrett (arrived 6:05PM); John Coleman; Kimberly Hastings Cristelli; Beth McElroy Kirkwood; Joseph Murphy; Patricia Joan Murphy; Delilah Wietasch, Student Trustee

Absent: None

Chair O'Neill requested anyone calling in to state their name when speaking or making a motion for the record. He also asked those not speaking to keep their devices on mute.

Chair O'Neill indicated for the record that per Illinois Governor Pritzker's disaster proclamation through October 16, 2021, allows the temporary suspension of the Open Meetings Act (OMA) requirements for a quorum of members to be physically present, allowing call-in trustee participation to constitute a quorum. He also noted that this meeting is being conducted as a hybrid, with both in-person and virtual participation.

III. MINUTES

It was moved by Mr. Coleman and seconded by Mrs. Cristelli to approve the unapproved minutes of the Regular Meeting held October 19, 2021, and the unapproved minutes of the Closed Session Held October 19, 2021.

ROLL CALL VOTE taken on approval of minutes for the Regular Meeting held October 19, 2021, and the Closed Session Held October 19, 2021:

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

Motion carried.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS

5.1 ICCTA Report

Ms. Murphy reported that she attended the ICCTA meeting held November 12-13 in Schaumburg. She indicated that attendance was excellent and the roundtable topics generated good discussions about what the colleges are doing to increase enrollments, which included such things as offering a free class; talking with high school boards to see what they need; researching barriers for specific populations, such as black males, whose enrollments are down; automated recruitment processes; scholarships; first-year experience classes; many of the things that Moraine has done and is doing. During a discussion of community college curriculum and investments with an increased emphasis on technical training and opportunities, she shared information about Moraine Valley's culinary kitchen restaurant and cannabis programs. The Friday afternoon seminar focused on better procedures for boards, which she indicated was very interesting. Committee meetings were held, including the Government Relations committee, which she chairs. They adopted 2022 legislative goals and discussed the legislative veto session and the accelerated 2022 spring session running from January 4 to April 8. She indicated that if anyone wanted more information, she would be happy to answer questions or share additional information.

Chair O'Neill noted for the record that Trustee Barrett has joined the meeting at 6:05PM.

5.2 Student Trustee Report

Ms. Wietasch reported that Phi Theta Kappa, collaborating with the counseling department, held a self-care day in October to emphasize how important it is to take care of yourself mentally, physically, and emotionally and students had an opportunity to attend meditation sessions. On October 17, the FitRec Center and Student Life collaborated to sponsor the first pink volleyball tournament to raise money for breast cancer research, raising more than a thousand dollars. Ms. Wietasch reported that she attended a leadership conference with 17 Illinois community colleges participating in the two-day conference. There were keynote speakers and workshops, including one about conflict communication, which discussed learning about being open, taking responsibility for oneself, striving for dialog and respecting other people's opposing viewpoints. She reported that in her monthly Glacier article, she is encouraging students to run for the student trustee position. She concluded her report by sharing that she has a job on campus as a peer mentor, helping fellow students find and access resources and get questions answered.

VI. REPORTS OF ADMINISTRATION

Chair O'Neill publicly recognized the November 30 retirement of William Meskill, Maintenance Mechanic in Campus Operations, and on behalf of the Board and administration, wished Mr. Meskill a long and happy retirement.

6.1 President's Report

Dr. Jenkins indicated that it was nice to have all of the trustees present in person—the first time since February 2020 that everyone has been able to meet together. She indicated that she shared with the board chair that the meetings will continue to be in M Building to provide for social distancing for those present and also Webex access for those who are remote.

- Grants Report – Dr. Sharon Katterman, Director of Resource Development and Institutional Effectiveness, provided a report on grants received by the college for fiscal year 2021. She highlighted a grant for the American Sign Language program, which is a new grant that pays for tutoring and training for family members and students to be better able to communicate with their deaf family members. She indicated that she was highlighting this grant as an example, noting how in the report it is identified as a new grant and that the “R” in the star means that it has a focus on student retention. She reported on increases in both state and federal grants and a decrease in

private grants for FY21. There was a significant increase in federal money because there were five new grants from the National Security Agency (NSA) and federal stimulus money that was distributed through the state governor's office. Explaining the decrease in private grants, she noted that two private grants ended during FY20 that were not renewable. She outlined the funding streams for the federal stimulus money, indicating that this funding is handled differently from regular grants. She reviewed a list of the ways that these funds have been used to support students. She reported on grants that are new to the college and provided detail about the Governor's Emergency Education Relief (GEER) funding, which is designed to support the enrollment and retention of underrepresented first-generation, low-income students who have been more adversely affected by the pandemic. Dr. Katterman also noted another new grant, the \$12,000 Illinois Equity and Attainment Grant, through a private funding partnership for College Completion and the Crown Family philanthropies, which supports the college's Equity Academy and Equity Allies, providing resources for research-based projects to close equity gaps. In response to questions, she reviewed why the college receives less through private funding and what resources she and her staff review regularly to identify potential grants to see if they are a good fit for the college.

Dr. Jenkins noted that Dr. Katterman will be retiring in 2022 and she expressed appreciation to her for all of the hard work that she's done for and on behalf of the college.

- Tax Levy Resolution Update - Theresa O'Carroll shared information about the tax levy resolution which is on the agenda for approval this evening to set a public hearing for the final tax levy in December. She reviewed some historical information about the development of the tax levy and indicated that an increased equalized assessed valuation has an inverse relationship to tax rates—while the district's assessed valuation goes up, the college's tax rate actually goes down. She reviewed line items that are considered in developing the tax levy, including the bonded debt levy, noting that it is lower because the college did some refunding of bonded debt last year and may look at that again in 2022 as they monitor rates. She reviewed the worksheet for the tax levy recommendation, explaining each line item, noting that we don't yet know the 2021 equalized assessed valuation and also noting that the levy is still subject to tax caps (PTELL).

Dr. Jenkins reported that more than 5,000 students have been coming on campus for classes this semester. With the students and the employees who

have been back on campus, she reported that there have been relatively few compliance issues with the governor’s mandate. She thanked Margaret Lehner, Rick Hendricks, and Kam Sanghvi for the work they are doing with the Return to Campus task force. The Cleared for Campus app is working well, and the contact tracers have been doing a great job. She thanked Trustee Patricia Murphy for attending the ICCTA meetings last week and reported that many other colleges have reported that they are experiencing struggles with student and employee compliance. She is hopeful that conditions will improve and more students can be on campus for the spring, but she is also committed to staying in compliance and she expressed gratitude for the Board’s support.

VII. COMMUNICATIONS

None

VIII. FINANCIAL STATEMENT

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$140,563,770.72 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 Mr. Murphy 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 | \$6,423,812.91 |

| | | |
|------|---|--------------|
| 9.3 | Operation & Maintenance Fund | 754,569.66 |
| 9.4 | Operation & Maintenance Fund (Restricted) | 191,760.17 |
| 9.5 | Bond & Interest Fund | -0- |
| 9.6 | Auxiliary Enterprise Fund | 979,945.23 |
| 9.7 | Restricted Purpose Fund | 8,678,142.22 |
| 9.8 | Working Cash Fund | -0- |
| 9.9 | Trust and Agency Fund | 1,180.74 |
| 9.10 | Audit Fund | 30,000.00 |
| 9.11 | Liability, Protection & Settlement Fund | -0- |

(DOCUMENT D - SUPPLEMENT TO MINUTES)

X. REPORT OF PERSONNEL

Chair O'Neill publicly identified the nature of the agenda items contained in the Report of Personnel.

10.1-1 Full-Time

Mohamed Diab – Student Success Specialist, Corporate, Community & Continuing Education – effective 12/6/21

Kelly Grab – Compliance Officer, Administrative Services – effective 1/10/22

Amanda Layne – Web Content Specialist, Marketing & Communications – effective 12/6/21

Brenda Matias-Cruz – Admissions Support Assistant, Admissions & Recruitment – effective 12/6/21

Julian Tillery – Manager of Theater Operations & Services – Fine & Performing Arts Center – effective 12/6/21

(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

None.

10.1-5 Resignations/Terminations

Eduardo Brito – Groundskeeper, Campus Operations – resignation effective 11/8/21

Ashley Pala – F.T. Community Service Officer, Police Department – resignation effective 11/5/21

(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement - Faculty

Sandra Gibbons – Professor, Biology, Science, Business & Computer Technology – effective 8/31/22

(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Administrative & Professional

Annette Herbert – Coordinator of Learning, Children’s Learning Center – effective 1/31/22

Nikki Payson – Server Administrator, Network Operations – effective 12/31/21

(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5(c) Retirement – Support Staff

Wylanta Davis – P.T. Accounting Clerk/Cashier, Cashier’s Office – effective 1/28/22

Linda Hall – Lead Reprographics Clerk, Marketing & Communications – effective 6/30/22

Carol Kackert – Child Care Facilitator, Children’s Learning Center – effective 1/31/22

Pam Lawrence – Membership Services Assistant, Health, Fitness & Recreation Center – effective 6/30/22

Jill Lubas – User Support Services Specialist, Client Services – effective 1/31/22

Karin Schmidtke – Child Care Facilitator, Children’s Learning Center – effective 1/31/22

(DOCUMENT J - SUPPLEMENT TO MINUTES)

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

Graciela Diaz – from Financial Aid Assistant, Financial Aid to
Financial Aid Expeditor – effective 11/29/21

Luann Hamernik – from P.T. Payroll Assistant, Payroll to F.T. Grant
Accountant, Accounting – effective 12/6/21

(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-7 Amendment to the President's Employment Agreement

It is recommended that the amendment to the president's employment
agreement, as presented to the Board, be approved.

(DOCUMENT L - SUPPLEMENT TO MINUTES)

XI. UNFINISHED BUSINESS

None.

XII. NEW BUSINESS

Chair O'Neill identified the nature of the agenda items contained in New
Business.

12.1 Affiliation Agreement with BMI Surgery, SC (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement
with BMI Surgery, SC, for Medical Assistant.

(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Providence Life Services (Nursing, BNAT)

It is recommended that the Board of Trustees approve the affiliation agreement
with Providence Life Services for Nursing and Basic Nurse Assistant Training.

(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Symphony of Midway (Nursing, BNAT)

It is recommended that the Board of Trustees approve the affiliation agreement
with Symphony of Midway for Nursing and Basic Nurse Assistant Training.

(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Riverside Health Care (Health Information Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Riverside Health Care for Health Information Technology.
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.5 Revised Board Policy #200 – The Role of the College: Mission And Purpose

It is recommended that the Board approve the revision to Board Policy #200 – The Role of the College: Mission and Purpose, as presented.
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.6 Revised Board Policy #6710 – Support Services: Policy for Responsible Use of Information Technology

It is recommended that the Board approve the revision to Board Policy #6710 – Support Services: Policy for Responsible Use of Information Technology, as presented. (DOCUMENT R - SUPPLEMENT TO MINUTES)

12.7 Life Safety: Project Building T Chilled Water Plant Upgrades/Phase 1

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

12.8 Building L Office Renovations Bid

Whereas, Toler Construction, Inc., of Arlington Heights, 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 \$133,900.00 to Toler Construction, Inc., for the Building L Office Renovations Bid.
(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.9 Building L Office Renovations Furniture Purchase

It is recommended that the Board of Trustees approve this purchase and authorize the issuance of a purchase order in the amount of \$27,603.31 to

Forward Space, LLC. for the Building L Office Renovations Furniture Purchase. (DOCUMENT U - SUPPLEMENT TO MINUTES)

12.10 Resolution Determining the 2021 Estimated Tax Levy and Public Hearing

It is recommended that the Board of Trustees approve the resolution as presented. (DOCUMENT V - 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), 10.1-5(b), 10.1-5(c) 10.1-6, and 10.1-7; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, 12.8, 12.9, and 12.10:

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

Student

Advisory: Yes

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. CLOSED SESSION

It was moved by Mr. Murphy and seconded by Mrs. Cristelli to move to closed session to discuss collective negotiating matters between the public body and its employees or their representatives, pursuant to Section 2(c)(1) and Section 2(c)(2) of the Illinois Open Meetings Act.

ROLL CALL VOTE taken to move to closed session:

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

Absent: None

Student
Advisory: Yes

Motion carried.

The Board moved to closed session at 6:55 PM, returning to open session at 7:53 PM.

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

XVI. ADJOURNMENT

The meeting adjourned at 7:57 PM.