

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 Thursday, August 23, 2022, in Building M, Moraine Business & Conference Center Moraine Rooms, 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 6:04 PM.

II. ROLL CALL

Present: Brian O'Neill, Chair; Bernadette Barrett; John Coleman; Kimberly Hastings Cristelli; Beth McElroy Kirkwood; Joseph Murphy; Patricia Joan Murphy; Nematallah Hasan, 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.

Mr. O'Neill indicated for the record that per Illinois Governor Pritzker's disaster proclamation through September 17, 2022, 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 Mr. Murphy to approve the unapproved minutes of the Regular Meeting held June 16, 2022.

ROLL CALL VOTE taken on approval of minutes for the Regular Meeting held June 16, 2022:

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

Motion carried.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS

5.1 ICCTA Report

Before her report, Ms. Murphy congratulated President Jenkins on her 10th anniversary as President of Moraine Valley Community College and complemented the celebration on August 18, 2022.

Ms. Murphy reported that the ICCTA Executive Committee Planning Retreat was held on August 19-20 in Glen Ellyn to establish goals for the association for the following year. She said the retreat included two full days of speakers sharing their visions and goals for the upcoming year, including the new ICCTA President, Dr. Maureen Dunne. Ms. Murphy said Dr. Dunne is a prime example of what community college graduates can accomplish. Dr. Dunne started as a student at the College of DuPage and went on to become a road scholar, obtain a Ph.D., and become involved in an entrepreneurial initiative called Innovation DuPage. The topics covered during the retreat included community colleges working with economic development organizations, elevating the perception of community colleges, expanding ICCTA technology offerings, the future of work, and community college consortiums targeting federal grant-funded projects. Ms. Murphy noted presentations on the future of work and community colleges working with economic development organizations were particularly impactful. She said she believes the college needs to focus on these topics to prepare for the future. Ms. Murphy said she could share the digital slideshows from the presentations with anyone interested. Updates were also provided by the Illinois Community College Board and the Illinois Council of Community College Presidents.

5.2 Student Trustee Report

Ms. Hasan started her report by noting that the fall semester began on August 21 and that seeing so many cars in the parking lot has been nice. She reported that Student Development held its Super Saturday event on August 20 to help students register for classes. She said that approximately 260 students came to Super Saturday. Ms. Hasan noted that the number of students who came to Super Saturday has increased since the Covid-19 pandemic started. She said FAFSA workshops would be held every Tuesday in August to assist students with receiving financial aid. Ms. Hasan noted that student life is hosting welcome days from August 23-24 to introduce students to clubs, organizations, and all that student life has to offer. The DREAM mentoring program, which helps students reach their educational and career goals, held orientations on July 26, August 8, and August 18. Ms. Hasan said that the DREAM program would likely have another orientation soon.

VI. REPORTS OF ADMINISTRATION

6.1 President's Report

Dr. Jenkins thanked Ms. Murphy and Ms. Hasan for their reports. She agreed with Ms. Hasan that seeing so many cars in the parking lot and students walking in the halls was wonderful. Dr. Jenkins thanked Moraine Valley faculty and staff who have worked diligently throughout the pandemic. Dr. Jenkins welcomed Rick Caldwell, Senior Administrative Assistant to the President and Board Liaison, to the first Board meeting in which he is recording minutes. She thanked the college and the Board of Trustees for recognizing her ten years as the college president.

- The finance department received an award and the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. Dr. Jenkins said that the past two years had been exceptionally challenging for finance, and she thanked Ms. Theresa O'Carroll and Mr. Michael Cipolla for their leadership. Chair O'Neill congratulated Ms. O'Carroll and Mr. Cipolla and presented them with the award. Ms. O'Carroll thanked Mr. Cipolla for his hard work. Mr. Cipolla thanked the finance team for all of their efforts.
- Dr. Normah Salleh-Barone and Ms. Theresa O'Carroll presented information related to Public Act 102-0998 (Student Debt Assistance Act),

a law recently passed by the Illinois General Assembly. Dr. Salleh-Barone explained that the act tasks public institutions of higher education with instituting a financial or physical hardship withdrawal policy effective during the 2022-23 school year. She noted that the new policy must work to limit the debt owed by students who withdraw due to significant financial or physical hardship. The policy must be displayed on the college's website and included during new student orientation. Dr. Salleh-Barone noted that the college has an existing Administrative Withdrawal Policy which covers medical and mental health situations, veterans called to duty, and Title IX situations. She indicated that most requests under this policy result in the change of an unsuccessful grade to a withdrawal. The college also has a separate Tuition Appeal process. The new policy is entitled Administrative Withdrawals and Financial Hardships Policy, and it will incorporate the new requirements of Public Act 102-0998 into the existing policy. The separate Tuition Appeal process will end, but it has been incorporated into the new review process. The new policy will have a 60-calendar day submission timeframe. Dr. Salleh-Barone said that the new process would be streamlined for students, allowing counseling to intervene earlier with students to offer resources to help them complete classes without withdrawing. She said the policy would better align with federal financial aid regulations that calculate how disbursed funds must be returned. She also said it would offer the college more flexibility in determining how to limit debt for students who experience extenuating circumstances.

Dr. Salleh-Barone welcomed questions from the Board. Mr. Murphy asked if the college had estimated the potential losses from the new process. Ms. O'Carroll said that the finance department reviewed data related to the Tuition Appeals process from the last three years and determined that approximately 75 students completed the process and that the total was roughly \$75,000 per year. Mr. Murphy asked if the new law covers more situations than the current process. Ms. O'Carroll said that we have dealt with many situations we expect to see before. She indicated that the language regarding the cost of living increases and loss of transportation are new to the process and that it is difficult to estimate how many students may have those situations. Mr. Murphy asked if a student could make a request under the new policy if they willingly purchased a more expensive home. Ms. O'Carroll said the situation Mr. Murphy described would not be covered under the policy. She noted that students would have to fully withdraw from the college to receive a refund and that they would have to meet with counseling as well. Ms. O'Carroll explained that students who claim they can no longer afford to attend college are first required to meet

with counseling to see if there are scholarships or other resources that could help them complete the semester. If the intervention from counseling does not rectify the issue, students must submit ample documentation showing the financial burden. Ms. Kirkwood asked how many more requests the college expects to see with the new policy. Ms. O'Carroll said it is difficult to estimate the number of additional requests the college will receive. She noted that the college could provide an update to the Board regarding the new policy after the academic year. Mr. Murphy said the policy is not debt forgiveness for all. Ms. O'Carroll agreed with Mr. Murphy's statement. Mr. Murphy asked if students would be reported to the state for debt collection if they owed money to the college after withdrawing. Ms. O'Carroll said that collection through the state would continue.

Dr. Jenkins thanked Dr. Salleh-Barone and Ms. O'Carroll for their presentation. She noted that the law required the college to have this policy in place before the beginning of the semester, and she said a lot of work was needed to have this policy ready in time. Dr. Jenkins explained that the legislation initially prohibits institutions of higher learning from withholding transcripts requested by employers and that the requirements related to financial or physical hardship were added later. She noted that the college does its best to keep up with and stay in line with new laws. Dr. Jenkins said that the college would provide a report related to the new policy to the Board after the academic year ends.

Dr. Jenkins thanked Dr. Pamela Haney and Dr. Normah Salleh-Barone for adjusting the fall schedule and adding sections as needed. She noted that last fall, the college offered 1,095 face-to-face sections on campus. This fall, we have 1,391 face-to-face sections on campus. Dr. Jenkins explained that many of the sections this fall can accommodate 24 to 32 students as opposed to sections last fall, which had a smaller capacity due to social distancing in the classrooms. Today's enrollment report indicated enrollment is up about 2% this fall semester compared to the previous fall semester. Dr. Jenkins noted off-campus courses start next week, and more dual enrollments will also be coming in. Dr. Jenkins said that Sadya Khan would present the fall enrollment report during the October Board meeting. She mentioned that Trustees received an invitation to the foundation's annual dinner meeting, which will be held at Table 67. Dr. Jenkins noted she could not attend because she will be attending an Illinois Community College Board meeting on the day of the dinner. She said that she plans to join virtually to thank the foundation. Dr. Jenkins also noted that the foundation golf outing is on September 21.

Dr. Jenkins said the Trustees received the new Covid-19 guidance that the college is using this semester. Testing and vaccination requirements have been dropped, and masks are optional except in certain situations, such as clinical spaces. She said that if Cook County enters a high-risk level of Covid-19 transmission, the college will ask people to wear masks in closed-in spaces. Students who test positive for Covid-19 have are asked to notify their instructors so the instructors can make accommodations for the student to isolate. Employees who test positive for Covid-19 are asked to show proof of the positive test results, and if they are vaccinated, they are allowed five administrative leave days to quarantine.

VII. COMMUNICATIONS

7.1 Continuing Accreditation Letter from Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)

VIII. FINANCIAL STATEMENT

FOR JUNE 2022:

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$138,837,920.25 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 2022:

8.4 Treasurer's Report

Treasurer's Report showing an ending balance of \$133,669,094.73 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 Mr. Coleman to approve the following consent agenda items:

IX. WARRANTS

The warrant summaries are presented to the Board.

FOR JUNE 2022:

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$8,091,515.22
9.3	Operation & Maintenance Fund	3,023,898.85
9.4	Operation & Maintenance Fund (Restricted)	4,100.00
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	772,663.43
9.7	Restricted Purpose Fund	2,548,941.38
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	6,132.07
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	-0-

(DOCUMENT G - SUPPLEMENT TO MINUTES)

FOR JULY 2022:

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$9,756,548.09
9.3	Operation & Maintenance Fund	618,841.35
9.4	Operation & Maintenance Fund (Restricted)	3,861.56
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	437,763.21
9.7	Restricted Purpose Fund	705,824.79
9.8	Working Cash Fund	-0-

9.9	Trust and Agency Fund	1.36
9.10	Audit Fund	10,000.00
9.11	Liability, Protection & Settlement Fund	-0-

(DOCUMENT H - 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

- Edward Burns - Duplicating Services Operator - effective 8/29/22
 - Jessica Castro - Duplicating Services Operator - effective 7/5/22
 - Michael Denton - Assistant Director - effective 9/6/22
 - John DeWan - Police Officer - effective 8/29/22
 - Max Evert - Media Analyst - effective 8/29/22
 - Ryan McCollum - Job Resource Specialist - effective 8/29/22
 - Rebekah Mondy - Financial Aid Assistant - effective 7/25/22
 - Lanita Wynn - Nursing Lab & Simulation Specialist - effective 8/29/22
- (DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-1(a) Renewal of Appointment – Grant Funded

It is recommended that the appointments of the following grant-funded individuals be renewed for the 2022-2023 fiscal year, contingent upon the continuation of grant funding:

- Stephanie Craine Student Success Specialist
 - Marie Harrell Internship Manager
 - Chauntai Mack Youth Program Manager
 - Kiara Merritt Early College Specialist
 - Nathan Payovich Director of Disability Services
 - Erica Warren Coordinator of Access & Accommodations
 - Misty Williams Director of Upward Bound Project
- (DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

None.

10.1-5 Resignations/Terminations

Patrick Ackerman - Financial Aid Expeditor – resignation effective 8/5/22
Brendan Berry – Groundskeeper - resignation effective 8/25/22
Mohamed Diab - Student Success Specialist - resignation effective 8/31/22
Sha’Bree Drink - Job Resource Specialist - resignation effective 7/8/22
Iva Erkapic - Student Success Specialist - resignation effective 8/25/22
Josiah Fuller - Director of Educational Talent Search - resignation effective 8/1/22
Loretta Gawel - P.T. Departmental Assistant - resignation effective 8/31/22
Allison Isztok - P.T. Library Assistant II - resignation effective 7/16/22
Emily Kraus - Cross-Disciplinary Lab Technician - resignation effective 8/15/22
Michael Pricone - Support Analyst - resignation effective 8/16/22
DeWitt Scott - Student Success Specialist - resignation effective 8/12/22
Arrilla Wray - Testing Associate - resignation effective 8/5/22
(DOCUMENT L - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Faculty

Mark Churchill - Professor, Chemistry – retirement effective 5/31/23
(DOCUMENT M - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Administrative & Professional

Daniel Gorman - Director of Testing Services – retirement effective 8/31/22
Nancy Koran - Senior Applications Developer – retirement effective 12/31/22
(DOCUMENT N - SUPPLEMENT TO MINUTES)

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

Lissette Alvarado – from Academic Advisor to Academic Advisor – effective Academic Year 2022-2023

Lisa Dyrda – from Manager, Learning Management System & Online Learning to Assistant Dean, Center for Teaching & Learning – effective 8/29/22
John Halliwell – from Assistant Professor, Intensive English Language to Associate Professor, Intensive English Language – effective Academic Year 2022-2023
Kelly Hruby – from Associate Professor, Humanities to Professor, Humanities – effective Academic Year 2022-2023
Paul Kristopaitis - from Warehouse Worker to Maintenance Mechanic III – effective 9/6/22
Ashley Lindemann - from Project Facilitator to Advising Resource Coordinator – effective 9/12/22
Sundus Madi-McCarthy - from Academic Advisor to Academic Advisor – effective Academic Year 2022-2023
Lupita Medina - from Coordinator of Testing Services to Director of Testing Services – effective 8/29/22
Jennifer Morgan – from Secretary II to Secretary II/Curriculum Assistant – effective 8/15/22
Lori Schmidt – from Instructor, Phlebotomy to Assistant Professor – effective Academic Year 2022-2023
Lauren Zajac – from Assistant Dean to Transition Specialist – effective 9/6/22
(DOCUMENT O - 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 Bolingbrook Fire Department (Fire Science)

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

12.2 Affiliation Agreement with Bright Light Medical Imaging (Medical Imaging: Radiology, CT, Mammography)

It is recommended that the Board of Trustees approve the affiliation agreement with Bright Light Medical Imaging for Medical Imaging: Radiology, CT, Mammography.

(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Polish American Addictions Counseling P.C. (Addictions Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Polish American Addictions Counseling P.C. for Addictions Studies.

(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with George Skarpathiotis MD SC (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with George Skarpathiotis MD SC for Medical Assistant.

(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.5 Approval of FY23 Budget

It is recommended that the Board of Trustees adopt the FY 2023 Budget.

(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.6 Moraine Valley Community College Spring 2023 Noncredit Mailer Printing Bid

Whereas Precise Printing Network Inc., of Glendale Heights, Illinois, is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$29,875.00 to Precise Printing Network Inc., for the printing of the noncredit mailer plus \$1,985.00 for the additional 8-page text signature, if needed, for printing of the Spring 2023 Noncredit Mailer Printing Bid.

(DOCUMENT U - SUPPLEMENT TO MINUTES)

12.7 Fire Science Self-Contained Breathing Apparatus Equipment Purchase

Whereas Municipal Emergency Services (MES) of, Deer Creek, Illinois has submitted pricing per the Sourcewell Cooperative Purchasing Agreement #032620-MES, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order in the amount of \$239,624.00 to

Municipal Emergency Services (MES) for the purchase of the Fire Science SCBA equipment.
(DOCUMENT V - SUPPLEMENT TO MINUTES)

12.8 Integrated Library System/Library Services Platform and Discovery Tool Request for Proposal

It is recommended that the Board of Trustees approve ByWater Solution's proposal for Koha and enter a contract across a five (5) year term, for the LSP, including the ERM tool CORAL as part of this package.
(DOCUMENT W - SUPPLEMENT TO MINUTES)

12.9 2022 Holiday Schedule

It is recommended that the Board of Trustees adopt the holiday schedule and authorize that the college be closed from Friday, December 23, 2022, through Friday, January 6, 2023. The college will reopen on Monday, January 9, 2023.
(DOCUMENT X - SUPPLEMENT TO MINUTES)

12.10 Depositories Approval Resolution: Old National Bank

It is recommended that the Board of Trustees accepts the resolution to add Old National Bank to the Approved Depository listing.
(DOCUMENT Y - 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 (including travel reimbursements); 10.1-1, 10.1-1(a), 10.1-2, 10.1-5, 10.1-5(a), 10.1-5(b), and 10.1-6; 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: Abstain

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. ADJOURNMENT

The meeting adjourned at 6:42 PM.