

## **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, November 15, 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; Beth McElroy Kirkwood; Joseph Murphy; Patricia Joan Murphy; Nematallah Hasan, Student Trustee

Absent: John Coleman; Kimberly Hastings Cristelli

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 December 10, 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. Mr. O'Neill asked Trustee Patricia Murphy to serve as secretary pro tem for the November meeting.

#### **III. MINUTES**

It was moved by Mr. Murphy and seconded by Ms. Murphy to approve the unapproved minutes of the Regular Meeting held October 18, 2022.

ROLL CALL VOTE taken on approval of minutes for the Regular Meeting held October 18, 2022:

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

Motion carried.

**IV. AUDIENCE PARTICIPATION**

None

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

**5.1 ACCT Leadership Conference and ICCTA Meeting Reports - P. Murphy**

Ms. Murphy reported on the ACCT Leadership Conference in New York and the November ICCTA Meeting. She noted that the ACCT Leadership conference was held from October 25-29 and that she attended the conference with Dr. Pamela Haney, Vice President of Academic Affairs, and Steve Pappageorge, Executive Director of Community Education, Workforce Development, and Government Relations. Ms. Murphy said that she went to multiple informational sessions with Dr. Haney and Mr. Pappageorge. She discussed some of the topics of the information sessions, including a session focusing on policy updates from Washington, DC. Ms. Murphy also reported on the November ICCTA meeting held on November 11-12 in Downers Grove, IL. She said that the meeting included trustee roundtable discussions and a luncheon with guest speaker Dr. Christine Sobek, President of Waubensee Community College. Ms. Murphy noted that Dr. Sobek recently announced her retirement and that her discussion reflected upon her time as a college president and how to prepare for future challenges in higher education. Ms. Murphy said that the roundtable discussions focused on economic development, ways to encourage enrollment for adult learners, and the use of virtual reality in education.

**5.2 Student Trustee Report**

Ms. Hasan began her report by noting that priority registration for the winter term and spring 2023 semester started on October 31 and that open registration began on November 7. She discussed an event held on September 15 by the student government called Cookies and the Constitution, which tested students'

knowledge of the Constitution. She also reported that the counseling and career development center sponsored mental health awareness week from October 2-8. Ms. Hasan said that there were multiple events held during the week focusing on self-care and ways to reduce stress. She noted that the admissions office held an open house on November 5 for prospective students and their families to discover all that moraine valley has to offer and to answer any questions prospective students may have. She discussed an event held by the financial aid office on November 7 to explain the effects of withdrawing from courses on an individual's financial aid. Ms. Hasan said that two STEM-related field trips recently occurred at the Argonne National Laboratory and at a cadaver lab. She noted that these field trips provided information to students about potential career paths and internship opportunities. Ms. Hasan said that a blood drive was hosted on campus on September 19 and that 26 units of blood were donated to local blood banks. She noted that students raised \$2,000 for the Susan G. Komen Foundation during student life's Big Pink Volleyball Tournament. Ms. Hasan said that students participated in the libraries' pumpkin decorating contest in late October, with all proceeds going to library scholarships. She noted that October was Hispanic Heritage Month and that the month was celebrated through multiple events, including a Día de Los Muertos celebration.

## **VI. REPORTS OF ADMINISTRATION**

### **6.1 President's Report**

Dr. Jenkins introduced Vice President of Finance, Theresa O'Carroll to present the 2022 Tax Levy Resolution to the Board.

- 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 noted that the Truth in Taxation Law requires the college to have a public hearing and to post a public notice regarding the hearing in the newspaper not more than fourteen and no less than seven days before the date of the public hearing. Ms. O'Carroll said that the tax levy paperwork must be filed with the county before the last Tuesday in December. Once the paperwork is submitted to the county, the county finalizes the aggregate assessed value and the equalized assessed value, along with the limiting rate. She reviewed the worksheet for the tax levy recommendation, explaining each line item, noting that we don't yet know the 2022 equalized assessed valuation because it will be determined by the Illinois Department of Revenue. Ms.

Murphy asked what the tax levy would mean for the average homeowner. Ms. O'Carroll said that it is difficult to give an exact number and noted that the number being presented are not necessarily what the final numbers will be. She said that they do anticipate that the owner of a \$200,000 home could anticipate an increase of approximately \$35.

Dr. Jenkins thanked Theresa O'Carroll for presenting the 2022 Tax Levy Resolution. She thanked Trustee Hasan and said that she said she hopes to reschedule a luncheon with student leaders on campus. Dr. Jenkins also thanked Trustee Patricia Murphy for her reports and for all of the meetings she has attended this year. She noted that spring and winter session enrollment has started and is going well. She thanked Dr. Pamela Haney and Dr. Normah Salleh-Barone for offering the winter session. Dr. Jenkins announced that MAP grant money can now be used for short-term certificates and that this will help boost enrollment in some credit and non-credit programs. She thanked Trustee Patricia Murphy for her lobbying on behalf of the state to help make the change to the MAP grant happen. Dr. Jenkins invited the Trustees to attend the all staff and faculty holiday dinner on Wednesday, December 7, 2022. She said that the holiday dinner is a celebration to thank faculty and staff for their hard work over the past semester.

**VII. COMMUNICATIONS**

7.1 Final External Evaluation Letter for Title III Grant

**VIII. FINANCIAL STATEMENT**

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$129,836,953.49 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. Murphy 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	\$6,509,799.01
9.3	Operation & Maintenance Fund	734,376.52
9.4	Operation & Maintenance Fund (Restricted)	38,250.69
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	688,520.34
9.7	Restricted Purpose Fund	1,394,725.75
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	10,483.28
9.10	Audit Fund	25,000.00
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

- Abigail Bean - Marketing Coordinator – Effective - 12/5/22
  - Kayla Bucci - Manager, Student Life – Effective - 12/5/22
  - Tiffany Davis - Early College Specialist – Effective - 12/5/22
  - Christopher Mendoza - Student Success Specialist - Effective: 12/5/22
- (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.

10.1-4(a) Sabbatical Leave – Faculty

It is recommended that the following faculty member be granted a sabbatical leave:

Ericka Hamilton, Professor, Psychology  
Fall 2023 semester with full pay  
(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Albert James - Senior Applications Developer - Effective: 12/22/22  
Catherine Smith - Student Success Specialist - Effective: 10/24/22  
(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Faculty

Michael Gatto - Professor, Radiologic Technology - 12/16/22  
Debra Guerrero - Professor, Polysomnography - 8/4/23  
(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Administrative & Professional

Christine Kuropas - Health Sciences Admissions Coordinator - 12/22/22  
Lorri Miskus - Staff Accountant - 10/28/22  
(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-5(c) Retirement – Support Staff

Christine Chirillo - Departmental Assistant - 5/18/23  
Sharon Ksiazek - Accounts Payable Clerk - 6/30/23  
Donna Larsen - Departmental Assistant - 3/31/23  
Ellen Malliaras - Purchasing Assistant - 6/29/23  
Phyllis Olsson - Accounting Clerk II - 6/30/23  
Julie Pacult - Bookstore Textbook Expeditor - 6/30/23  
Bridget Spencer - Custodian - 4/28/23  
(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-5(d) Retirement – Support Staff

Deborah Stoffregen - Administrative Assistant - 5/31/23  
(DOCUMENT L - SUPPLEMENT TO MINUTES)

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

Patricia Brown – from Associate Professor to Professor – effective Academic Year 2022-2023

Tanya Cardona – from Registration Representative to Project Facilitator – effective 11/21/22

Maria-Judith Negley – Departmental Assistant in Learning Enrichment and College Readiness to Departmental Assistant in Corporate, Community, and Continuing Education – 12/5/22

Nathan Schneider – from Operations Coordinator to Application Services Manager – Effective 11/21/22

(DOCUMENT M - 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 Peace Village

It is recommended that the Board of Trustees approve the affiliation agreement with Peace Village.

(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Summit Fire Department

It is recommended that the Board approve the affiliation agreement with Summit Fire Department.

(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.3 Acceptance of FY2022 Audit

It is recommended that the Board of Trustees accept the Audit for the fiscal year 2022 as presented. A copy of the Audit will be filed with the State of Illinois.

(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.4 Moraine Valley Police Department Technology Infrastructure Upgrade Purchase

Whereas CDWG, of Vernon Hills, Illinois, has submitted Illinois Public Higher Education Cooperative (IPHEC) pricing, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to CDWG. in the amount of \$115,034.11

Whereas Nexum, Inc., of Hammond, Indiana, has submitted the lowest responsible proposal for the purchase of Juniper network switches, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Nexum, Inc. in the amount of \$11,723.60

Whereas Communications Supply Corp (Wesco/Anixter), of Glenview, Illinois, Continental Resources of Chicago, Illinois and Pentegra Systems, of Addison, Illinois have submitted proposals for the purchase of miscellaneous cables, racks and server reprogramming services, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase orders to the above in the amounts as follows: Communications Supply Corp (Wesco/Anixter) \$874.03, Continental Resources \$1,120.00, Pentegra Systems \$2,480.00.

(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.5 Police Vehicle Purchase

Whereas Morrow Brothers Ford, of Greenfield, Illinois has been approved by the State under Contract Number 19-416CMS-BOSS4-P-11453, through the State of Illinois, it is recommended that the Board of Trustees approve this request and authorize the issuance of a purchase order in the amount of \$44,640.00 to Morrow Brothers Ford for the purchase of a 2023 Ford Police Interceptor Utility Vehicle.

(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.6 Zoll X Series Non-Clinical Monitor/Defibrillator Equipment Purchase

Whereas Zoll Medical Corporation of Chelmsford, MA., being sole provider and manufacturer has submitted pricing per the Savvik Agreement # 2021-06, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order in the amount of \$32,688.76 to Zoll Medical Corporation for the purchase of the Zoll X Series Non-Clinical Monitor/Defibrillator.

(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.7 Summer 2023 “Explore” Mailer Bid

Whereas World’s Printing & Specialties, of DeKalb, 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 \$34,357.42 to World’s Printing & Specialties for the printing of the “Explore” mailer for Summer 2023.

(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.8 Resolution Determining the 2022 Estimated Tax Levy and Public Hearing

It is recommended that the Board of Trustees approve the resolution as presented.

(DOCUMENT U - 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, 10.1-2, 10.1-4(a), 10.1-5, 10.1-5(a), 10.1-5(b), 10.1-5(c), 10.1-5(d), and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, and 12.8:

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

Motion carried.

**XIII. MISCELLANEOUS**

Dr. Jenkins noted that the Board approved the repair of a broken pipe beneath the L building, which resulted in heating issues for the building. She announced that the contractors ran a new pipe beneath the building, which restored heating.

Dr. Jenkins thanked Rick Hendricks for working with the contractors to complete the project.

**XIV. AUDIENCE PARTICIPATION**

None.

**XV. CLOSED SESSION**

It was moved by Mr. Murphy and seconded by Ms. Kirkwood to move to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; and the setting of a price for sale or lease of property owned by the public body, pursuant to Sections 2(c)(1)(2) and (6) of the Illinois Open Meetings Act

ROLL CALL VOTE taken on motion to move to a closed session:

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

Motion carried.

The Board moved to closed session at 6:45 PM, returning to open session at 7:17 PM.

Roll Call: Barrett, Kirkwood, J. Murphy, P. Murphy, O'Neill, Hasan

**XIV. ADJOURNMENT**

The meeting adjourned at 7:25 PM.