

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, February 21, 2023, in Building D, Board Room D219, 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 6:05 PM.

II. ROLL CALL

Present: Brian O'Neill, Chair; Beth McElroy Kirkwood; Joseph Murphy; Patricia Joan Murphy; Jaclyn O'Day; Tiffany S. Robinson; Nematallah Hasan, Student Trustee

Absent: John Coleman

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 March 4, 2023, 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 Ms. Murphy and seconded by Ms. Kirkwood to approve the unapproved minutes of the public hearing on tax levy on December 20, 2022; the unapproved minutes of the regular meeting on December 20, 2022; the unapproved minutes of the special meeting on January 11, 2023; the unapproved minutes of the special meeting on January 24, 2023; the unapproved minutes of the special meeting on January 31, 2023; the unapproved minutes of the closed session held on December 20, 2022; the

unapproved minutes of the closed session held on January 11, 2023; and the unapproved minutes of the closed session held on January 24, 2023.

ROLL CALL VOTE taken on approval of the unapproved minutes of the public hearing on tax levy on December 20, 2022; the unapproved minutes of the regular meeting on December 20, 2022; the unapproved minutes of the special meeting on January 11, 2023; the unapproved minutes of the special meeting on January 24, 2023; the unapproved minutes of the special meeting on January 31, 2023; the unapproved minutes of the closed session held on December 20, 2022; the unapproved minutes of the closed session held on January 11, 2023; and the unapproved minutes of the closed session held on January 24, 2023:

Yes:	Kirkwood, J. Murphy, P. Murphy, O’Day, Robinson, O’Neill
Absent:	Coleman
Student	
Advisory:	Yes

Motion carried.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS

5.1 ACCT National Legislative Summit Report

Trustee Patricia Murphy reported on the ACCT Legislative summit that was held from February 6-8. She said there was a lot of information this year because of the passing of the infrastructure investment. Ms. Murphy said that the ACCT President provided a presentation on the role of community colleges in workforce development. She said that a presentation was given by Secretary of Transportation Pete Buttigieg, who also discussed workforce development during the summit. She noted that First Lady, Jill Biden, addressed the summit virtually, emphasizing President Biden’s understanding of the pipeline from community colleges to employment. Ms. Murphy stressed the importance of attending these types of conferences and the critical role that community colleges can play in preparing and training the future workforce. Ms. Murphy

encouraged Trustee O'Day and Trustee Robinson to consider attending future summits and meetings to learn more and share their ideas.

5.2 Student Trustee Report

Ms. Hasan began her report by discussing some recently held events on campus. She discussed a pizza and planner event held on January 25, which provided students with free pizza, calendars, planners, markers, and stickers to help them prepare for the upcoming semester. Ms. Hasan noted that a government and municipal hiring event was held on January 26, which allowed students to interview various organizations. She said a transfer fair was held on January 31, allowing students to meet with representatives from 17 different transfer institutions and potentially receive on-the-spot admissions. Ms. Hasan reported that a black leadership connection event was held on February 25, where students could meet with people in higher education. She discussed a STEM club meeting where students could build DIY cars. She noted that a valentines and cookie decorating event was held on Valentine's Day. Ms. Hasan said that all students and staff were encouraged to wear black to show unity and kick start Black History Month. he noted that welcome days were held on January 17-18. Ms. Hasan said that the Black Students Association had a coffee popup on February 22 to listen to stories about black history and resilience. Trustee Patricia Murphy thanked Student Trustee Hasan for her report.

VI. REPORTS OF ADMINISTRATION

6.1 President's Report

Dr. Jenkins said the last time a Board meeting was held in the Board room was in February 2020. She thanked the IT Department, Multimedia Services, and Rick Caldwell, Senior Administrative Assistant to the President and Board Liaison, for ensuring the room was ready for the meeting. Dr. Jenkins informed the Board that dinner would be available to the Trustees prior to each regular Board meeting. She welcomed Trustees Tiffany Robinson and Jaclyn O'Day to their first regular Board meeting. She noted that it was originally planned to have Steve Pappageorge, Executive Director, Community Ed, Workforce Dev & Government Relations, report on information regarding Congressionally Directed Community Project Funds to the Board, but that Steve was unable to attend the meeting and that the report will be deferred to the March meeting. Dr. Jenkins introduced Josh Weger, Policy Director of the Indiana, Illinois, and

Iowa Foundation for Fair Contracting, to provide a presentation on Responsible Bidder Ordinances.

- Responsible Bidder Ordinances – Mr. Weger gave a presentation on responsible bidder policies and ordinances for public work construction. He explained that the foundation offers the model to governments and public bodies and that responsible bidding is not always rewarding a contract to the lowest bidder. He emphasized the need to establish verifiable standards for bidders and mentioned the 100 Illinois Local Public Bodies that have adopted Responsible Bidder Ordinances. Trustee Joe Murphy asked if contractors must be in a union to be considered under the foundation’s model. Mr. Weger said that contractors do not need to be in a union but must complete an apprenticeship program. Trustee Patricia Murphy said that she believes the college already has an excellent purchasing and bid process and that she felt the model was something the college could look at and compare to the current process. Mr. Murphy stated that he believes most of what is included in the foundation’s model is already included in the Moraine Valley purchasing and bid process. He said he was concerned that adopting the model could restrict the college’s choices and lead to higher costs. Dr. Jenkins thanked Mr. Weger for his presentation and said that she was concerned that the foundation’s model would restrict responsible bidders who are not part of an apprenticeship program. Ms. O’Day asked Mr. Weger if the model includes thresholds for construction and maintenance projects. Mr. Weger said that the college could develop specific thresholds. Mr. Weger said that the Board would have to decide their policy and that the Indiana, Illinois, and Iowa Foundation for Fair Contracting assists by providing a model.

Dr. Jenkins thanked Mr. Weger for his presentation. She introduced Jane Bentley, Director of Purchasing, to present the college’s purchasing and bid process to the Board.

- Purchasing and Bid Process – Jane Bentley presented on the college's purchasing and bid process, stating that the procurement and purchasing activities align with board policies 6210 and 6230, which guide communication and working practices. The college must comply with the Federal Uniform Guidance code when purchasing with federal or state grant funds. She said that the college participates in cooperative and joint training, which offers pricing advantages and discounts that we may be unable to provide on our own. Ms. Bentley noted that the college strives to work with businesses that are locally owned, minority-owned, female-owned, and

owned by persons with disabilities. She said that new vendors often reach out to the purchasing department and are required to complete an application to be added to the college's vendor list. Once an application is complete, the new vendor's information is shared with the appropriate departments. Requisitions and purchase orders are electronically entered and approved in our system, ultimately being signed off on by the Director of Purchasing. Ms. Bentley said that the competitive bidding process is in accordance with board policies 6210 and 6291, awarding the bid to the most responsible lowest bidder. Ms. Bentley noted that the college posts active bids on the website and sends invitations to bid to vendors already on file at the college and in the Business Enterprise Program (BEP) database. Vendors must submit a W9 and a project certification form to submit a bid. Trustee Tricia Murphy asked if repair contracts under \$50,000 must go out for bidding. Trustee Joe Murphy said that the \$50,000 limit allows the college to make emergency repairs without going out to bid. Trustee Jaclyn O'Day asked Ms. Bentley to explain how construction contracts are handled through the purchasing and bid process. Ms. Bentley said the college works with an architect and engineer when discussing construction contracts. She noted that the construction contractors need to be pre-qualified and that the qualifications and licensing are determined during the bidding process with the help of an architect and an engineer. Ms. O'Day asked how the college advertises bids. Ms. Bentley said that the college is required by law to advertise in a local newspaper and that the college typically advertises through the South Town Economist. She said that the college also advertises on the website and that bidding documents are sent to the Corporate, Community and Continuing Education office, which shares the information with local chambers. Dr. Jenkins asked Ms. Bentley to share information about the vendor fairs hosted by the college. Ms. Bentley said the college has participated in vendor fairs that serve as vendors' networking opportunities. She noted that the last fair was held in 2019, before the pandemic, and the fair was cohosted with Joliet Junior College. Ms. Bentley said she would attend a vendor fair at College of DuPage in March.

Dr. Jenkins thanked Ms. Bentley for her purchasing and bid process presentation. She then mentioned the governor's budget address, which includes a 7% increase in higher education funding. She noted that the college has already sent letters thanking our legislators for their support. Dr. Jenkins also stated that she was asked to make a 3-minute public comment for the Department of Education regarding the renewal recognition for the Higher Learning Commission on February 28. She plans to discuss how MVCC has

worked with HLC over the years. Ms. Murphy congratulated her on being asked to participate in the report.

VII. COMMUNICATIONS

None

VIII. FINANCIAL STATEMENT

For DECEMBER 2022:

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$124,013,542.29 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 JANUARY 2023:

8.4 Treasurer's Report

Treasurer's Report showing an ending balance of \$131,089,043.78 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 Ms. Kirkwood to approve the following consent agenda items:

IX. WARRANTS

For DECEMBER 2022:

The warrant summaries are presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$7,398,257.18
9.3	Operation & Maintenance Fund	1,024,493.48
9.4	Operation & Maintenance Fund (Restricted)	713,398.19
9.5	Bond & Interest Fund	1,726,700.00
9.6	Auxiliary Enterprise Fund	1,160,201.61
9.7	Restricted Purpose Fund	3,104,665.63
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	4,071.24
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	256.65

(DOCUMENT G - SUPPLEMENT TO MINUTES)

For JANUARY 2023:

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$6,107,604.90
9.3	Operation & Maintenance Fund	830,649.12
9.4	Operation & Maintenance Fund (Restricted)	463,951.96
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	753,171.01
9.7	Restricted Purpose Fund	1,030,836.60
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	3,692.44
9.10	Audit Fund	-0-
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

Zainab Alshaheen - Departmental Assistant - Effective: 2/27/23
Loretta Doyle - Financial Aid Expeditor - Effective: 2/27/23
Krystal Eriks - Student Success Specialist - Effective: 1/17/23
Maribel Krol - Grant Coordinator - Effective: 2/27/23
Joseph Peloso - Manager of Network Services - Effective: 1/30/23
Kevin Rizzo - IT Operations Coordinator - Effective: 2/27/23
Harold Toliver - Student Success Specialist - Effective: 2/27/23
Mark Vazquez - Financial Aid Assistant - Effective: 2/27/23
(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-1(a) Third-Year Contract for Bargaining Unit Members

It is recommended that a contract for the following non-tenured bargaining unit members be renewed for the 2023-2024 academic year:

Jeanne Kraus	Culinary Arts
John Moreno	Heating & Air Conditioning
Georgina Murphy	Nursing

(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-1(b) Second-Year Contract for Bargaining Unit Members

It is recommended that the following employees be given a contract for the 2023-2024 academic year:

Agne Juskaite	Academic Advising
Leona Lilly	Basic Nurse Assistant
Adel Moustafa	Radiologic Technology
Peter Placas	Biology
Anni Rasmussen	Addiction Studies
Alexander Resendez	Counseling & Career Development
Jacinda Ross	Nursing
Christian Torres Smolenets	Adult Education
Kathleen Wellman	Massage Therapy

(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT L - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

Anna Chmiel – Advisor, Academic Advising – L.O.A. (PARENTAL)

4/10/23-12/15/23

Guadalupe Cuellar – Higher Education Emergency Relief Fund Technical
Coordinator, Financial Aid – L.O.A. (PARENTAL) 2/16/23-5/30/23

(DOCUMENT M - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Carol Antosz - Secretary II - Effective: 3/31/23

Michele Brandow - Administrative - Effective: 1/20/23

John Christman - Coordinator, Veteran Services - Effective: 1/30/23

(DOCUMENT N - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Support Staff

Kathryn Lelo - Financial Aid Expeditor - 1/27/23

Mary Sullivan - P.T. Registration Representative - 1/31/23

(DOCUMENT O - SUPPLEMENT TO MINUTES)

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

Nicholas Carpenter from Groundskeeper to Lead Groundskeeper - Effective:
2/27/23

Jasmyn Ferguson from P.T. User Support Services Specialist to User Support
Services Specialist - Effective: 2/27/23

Todd Lamberth from Technical Engineer to Technical Services Coordinator –
Effective: 2/27/23

Rebekah Mondy from Financial Aid Assistant to Financial Aid Expeditor –
Effective: 2/27/23

(DOCUMENT P - SUPPLEMENT TO MINUTES)

XI. UNFINISHED BUSINESS

None.

XII. NEW BUSINESS

Chair O'Neill identified the nature of the agenda items contained in New Business. Trustee Joe Murphy asked if there are specific states where the proposed new board policy #7246 (Human Resources - Residency, Exception, Change of Address) allows employees to live in another state. Dr. Jenkins said the college has reciprocity agreements with certain states and that the residency policy does not allow hiring employees who live in states with which the college does not have a reciprocity agreement. Mr. Murphy asked if the college has a reciprocity agreement with the state of Indiana. Dr. Jenkins confirmed that the college does have a reciprocity agreement with the state of Indiana.

12.1 Affiliation Agreement with Bedford Park Fire Department (Emergency Medical Services and Fire Science Programs)

It is recommended that the Board of Trustees approve the affiliation agreement with Bedford Park Fire Department.
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Radius Foundation Inc. (Addictions Studies Program)

It is recommended that the Board of Trustees approve the affiliation agreement with Radius Foundation Inc.
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.3 Moraine Valley Community College Fall 2023 "Explore" Mailer Bid

It is recommended that that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$33,945.00 to Precise Printing Network, Inc. for the printing of the Fall 2023 "Explore" Mailer Bid.
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.4 Moraine Valley Community College Summer 2023 Noncredit Mailer Printing Bid

It is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$29,564.35 to K.K. Stevens

Publishing Company plus \$2,056.01 for the additional 8-page text signature, if needed, for printing of the Summer 2023 Noncredit Mailer Printing Bid.
(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.5 Palos Hills Request for Use of College Property and Intergovernmental Agreement

It is recommended that the Board of Trustees authorize the City of Palos Hills to use college property as specified above for their annual Palos Hills Friendship Festival 2023 to be held July 13-16, 2023.
(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, 10.1-1(a), 10.1-1(b), 10.1-2, 10.1-4, 10.1-5, 10.1-5(a), and 10.1-6; and 12.1, 12.2, 12.3, 12.4, and 12.5:

Yes: Kirkwood, J. Murphy, P. Murphy, O’Day, Robinson, O’Neill
Absent: Coleman
Student
Advisory: Yes

Motion carried.

XIII. MISCELLANEOUS

Trustee Joe Murphy thanked the college for the sponsorship during the Blue Island Light parade for the Santa Float. Dr. Jenkins thanked Dr. Cindy Anderson, Dean, Academic Development/Academic Outreach, who was also on the float. Mr. Murphy also noted that he attended the 20th anniversary celebration of the Oak Lawn Children’s Museum last week and that he saw many Moraine Valley students and staff at the event. Dr. Jenkins and Mr. Murphy thanked Dean Eliacostas, Culinary Arts Faculty, for helping provide the hors d'oeuvres for the celebration.

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 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, pursuant to Sections 2(c)(1) and (2) of the Illinois Open Meetings Act.

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

Yes:	Kirkwood, J. Murphy, P. Murphy, O'Day, Robinson, O'Neill
Absent:	Coleman
Student	
Advisory:	Yes

Motion carried.

The Board moved to closed session at 7:13 PM, returning to open session at 8:24 PM.

Roll Call: Kirkwood, P. Murphy, J. Murphy, J. O'Day, Robinson, O'Neill

XVI. ADJOURNMENT

The meeting adjourned at 8:26 PM.