

**MORAIN 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, September 19, 2023, Board Room D219, 9000 West College Parkway Palos Hills, IL 60465. Virtual access is provided by teleconference online via [www.morainevalley.edu/BOTSept19](http://www.morainevalley.edu/BOTSept19) or by phone 1-312-535-8110 with Meeting ID 2623 739 8841, p/w: DHvGUXpJ482 (34848975 from phones).

**A G E N D A**

1. **CALL TO ORDER / PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **MINUTES**
  - 1) Unapproved Minutes - Special Meeting/Board Retreat - August 7, 2023
  - 2) Unapproved Minutes - Regular Meeting - August 15, 2023
  - 3) Unapproved Minutes - Closed Session Held August 7, 2023
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
  - 1) ICCTA Meeting Report - P. Murphy
  - 2) Student Trustee Report – D. Sianis
6. **REPORTS OF ADMINISTRATION**
  - 1) President's Report
    - Strategic Planning Process – S. Khan
7. **COMMUNICATIONS**
  - 1) \* City of Palos Hills 2023 Beautification Contest Award
8. **FINANCIAL STATEMENT**
  - 1) Treasurer's Report
  - 2) Financial Records Summary
  - 3) Investments
9. **WARRANTS**

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

- 1) \* Account Expenditure Summaries (including Travel Expense Reimbursements)
  - 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
  - 2) \* Part-Time/Supplemental/Other

- 3) Salary Revisions
- 4) \* Leave of Absence (LOA)
- 5) \* Resignations/Terminations
- 6) \* Reclassifications (Promotions, Transfers, Corrections, etc.)
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
  - 1) \* Affiliation Agreement with Crestwood Fire Department (EMS and Fire Science)
  - 2) \* Affiliation Agreement with Latino Treatment Center (Addiction Studies)
  - 3) \* Affiliation Agreement with MedBridge Healthcare (Sleep Technology)
  - 4) \* Affiliation Agreement with Stepping Stones, Inc. (Addiction Studies)
  - 5) \* NDT Lab Renovations Bid
  - 6) \* MVCC Building B X-Ray Room Renovation Bid
  - 7) \* 2023 Holiday Schedule
  - 8) \* Motion to Terminate the Custodial Contract with Atalian Global Services, Effective October 4, 2023
  - 9) \* Motion to Authorize the Administration to Negotiate an Agreement with Smith Maintenance Company with Terms Substantially Equivalent to Those in the Terminated Agreement to be Effective October 4, 2023
13. **MISCELLANEOUS**
14. **AUDIENCE PARTICIPATION**
15. **ADJOURNMENT**

**MINUTES**

Approved Minutes - Public Hearing on the Budget - June 20, 2023

Enclosed

Approved Minutes - Regular Meeting - June 20, 2023

Enclosed

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Approved Minutes - Closed Session Held June 20, 2023

**APPROVED**

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

The Governing Board of Moraine Valley Community College, District No. 524, Public Hearing on the Budget, was held on Tuesday, June 20, 2023, in Building D, Board Room D219, 9000 West College Parkway, Palos Hills, Illinois, 60465. Public notice was given pursuant to the Open Meetings Act Section 42.02.

**I. CALL TO ORDER**

The meeting was called to order by Chair Beth McElroy Kirkwood at 6:05 PM.

**II. ROLL CALL**

Present: Beth McElroy Kirkwood, Chair; Patricia Joan Murphy; Jaclyn O’Day; Tiffany S. Robinson; Tracy M. Sullivan; Eileen Kerlin Walsh; Demetri Sianis, Student Trustee

Absent: Joseph Murphy

Chair McElroy Kirkwood requested anyone calling in to state their name when speaking or making a motion for the record. She also asked those not speaking to keep their devices on mute.

**III. PUBLIC HEARING**

Ms. Theresa O’Carroll, Vice President, Financial and Business Services/College Treasurer, provided remarks on the fiscal year 2023 budget. She noted the budget proposal was officially made at the board meeting held on May 16, 2023, and that the budget was published in the newspaper on May 19, 2023. The budget has been available for public inspection since May 19, 2023. Ms. O’Carroll indicated that a budget overview was provided to the Board of Trustees during the June Board meeting and again before the Public Hearing on the Budget.

Ms. McElroy Kirkwood opened the floor for any public comments on the budget, which has been on public display for 30 days. There was no audience participation regarding the budget.

**IV. ADJOURNMENT**

The meeting adjourned at 6:07 PM.

**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 Immediately Following Public Hearing on the Budget, was held on Tuesday, June 20, 2023, in Building D, Board Room D219, 9000 West College Parkway, Palos Hills, Illinois, 60465.

**I. CALL TO ORDER**

The meeting was called to order by Chair Beth McElroy Kirkwood at 6:07 PM.

**II. ROLL CALL**

Present: Beth McElroy Kirkwood, Chair; Patricia Joan Murphy; Jaclyn O'Day; Tiffany S. Robinson; Tracy M. Sullivan; Eileen Kerlin Walsh; Demetri Sianis, Student Trustee

Absent: Joseph Murphy

Chair McElroy Kirkwood requested anyone calling in to state their name when speaking or making a motion for the record. She also asked those not speaking to keep their devices on mute.

**III. MINUTES**

It was moved by Ms. Sullivan and seconded by Ms. Kerlin Walsh to approve the Unapproved Minutes, Special Meeting of May 8, 2023; Unapproved Minutes, Special Meeting of May 10, 2023; Unapproved Minutes, Special Meeting of May 11, 2023; Unapproved Minutes, Regular Meeting of May 16, 2023; Unapproved Minutes, Special Meeting of May 31, 2023; Unapproved Minutes - Closed Session Held May 8, 2023; Unapproved Minutes - Closed Session Held May 10, 2023; Unapproved Minutes - Closed Session Held May 11, 2023; Unapproved Minutes - Closed Session Held May 16, 2023.

ROLL CALL VOTE taken on approval of the Unapproved Minutes, Special Meeting of May 8, 2023; Unapproved Minutes, Special Meeting of May 10, 2023; Unapproved Minutes, Special Meeting of May 11, 2023; Unapproved Minutes, Regular Meeting of May 16, 2023; Unapproved Minutes, Special Meeting of May 31, 2023; Unapproved Minutes - Closed Session Held May 8,

2023; Unapproved Minutes - Closed Session Held May 10, 2023; Unapproved Minutes - Closed Session Held May 11, 2023; Unapproved Minutes - Closed Session Held May 16, 2023:

Yes: McElroy Kirkwood, P. Murphy, O’Day, Robinson, Sullivan, Kerlin Walsh  
Absent: J. Murphy  
Student  
Advisory: Yes

Motion carried.

**IV. AUDIENCE PARTICIPATION**

None.

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

**5.1 ICCTA Convention Report – P. Murphy**

Vice Chair Patricia Murphy reported on the ICCTA Annual Convention held in Bloomington-Normal. Ms. Murphy noted that the convention focused on mandatory professional training for Trustees led by Robbins Schwartz and that she attended the training with Trustee Kerlin Walsh, Trustee Sullivan, and Secretary Robinson. She noted that the ICCTA awards banquet was held after the convention. Ms. Robinson said that the convention and training was an enlightening experience. She said that she believes the state of Illinois is moving in the right direction in supporting community colleges. She noted that she had a chance to talk with state legislators along with Trustee Sullivan. Dr. Jenkins thanked the Trustees who were able to attend the event. Ms. Murphy announced that she would be serving as the ICCTA Secretary. Chair McElroy Kirkwood congratulated Ms. Murphy on her appointment as ICCTA Secretary.

**5.2 Student Trustee Report - D. Sianis**

Student Trustee Demetri Sianis provided his report. He noted that Student Life hosted many end-of-year celebrations. A Club and Organization Celebration Banquet was hosted by Student Life to recognize the work the clubs have done throughout the academic year. He reported that Student Life also hosted a Spring Fest to celebrate the end of the semester. The fest had interactive games,

fitness classes, and food available for students. Mr. Sianis noted that multiple college departments were at the event to provide student resources.

**VI. REPORTS OF ADMINISTRATION**

6.1 Presentation to William Finn (retirement)

Dr. Jenkins invited Dr. Normah Salleh-Barone to congratulate William (Bill) Finn, Director of Health Education & Wellness Center, on his upcoming retirement. Mr. Finn has been with the college since 1981.

6.2 Presentation to Ellen Malliaras (retirement)

Dr. Jenkins invited Jane Bentley, Director of Purchasing, to congratulate Ellen Malliaras, Purchasing Assistant, on her upcoming retirement. Ms. Malliaras has been with the college since 2003.

6.3 Presentation to Julie Pacult (retirement)

Dr. Jenkins invited Kashif Shah, Director of Auxiliary Services, to congratulate Julie Pacult, College Store Textbook Expeditor, on her upcoming retirement. Ms. Pacult has been with the college since 1999.

6.4 Presentation to Sylvia Jenkins (retirement)

Chair McElroy Kirkwood, Dr. Margaret Lehner, Vice President of Institutional Advancement, Dr. Normah Salleh-Barone, Vice President of Student Development, Dr. Pamela Haney, Vice President of Academic Affairs, Kam Sanghvi, Vice President of Information Technology, and Rick Hendricks, Vice President of Administrative Services, congratulated Dr. Sylvia Jenkins on her upcoming retirement. Dr. Jenkins has been with the college since 1986.

The Board of Trustees congratulated all of the retirees and thanked the individuals who provided recognition of the retirees.

Dr. Jenkins thanked everyone at the college for the celebrations and recognitions in her honor over the past few months. Dr. Jenkins said that leading the orchestra for the Stars and Stripes, the Broadway musical in her honor, and the luncheons in her honor were amazing and that she never dreamed she would be celebrated this way. She shared that treating others with kindness and doing the right thing is something that her parents instilled in her

when she was very young and that she tries to live by every day. Dr. Jenkins said that everyone at the college, from the Board of Trustees to the faculty and staff, is dedicated to providing our students with the best possible education and support. She thanked the Board of Trustees, college employees, and students and said she plans to remain active as a Board member for the Moraine Valley Foundation.

### 6.5 President's Report

Dr. Jenkins invited Steve Pappageorge, Executive Director of Community Education, Workforce Development, and Government Relations, to introduce the presenters for the presentation to the 1980 Moraine Valley Community College Women's Volleyball Team.

- Presentation to the 1980 Women's Volleyball Team: Mr. Pappageorge invited Joanna Poulos, Patti Wolf, and Lisa Lou, members of the 1980 Women's Volleyball Team, to stand and be recognized. Dr. Jenkins noted that the team was recently inducted into the Moraine Valley Athletics Hall of Fame. Mr. Pappageorge said that an article was written about the team's induction into the Hall of Fame, and that Cook County Commissioner Sean M. Morrison read the article and passed a proclamation resolution honoring the team. Members of his staff came to the meeting to award a certificate of appreciation to the team and the college. Ms. Poulos, Ms. Wolf, and Ms. Lou thanked the college and Commissioner Morrison's office for the recognition.

Dr. Jenkins thanked the members of the 1980 Women's Volleyball Team for attending the meeting. She also thanked the representatives from Commissioner Morrison's office for their presentation. Dr. Jenkins invited Alex Rich, Director of Campus Recreation and Mike Schneider, Assistant Vice President of Operations at Centers, to present the Health Fitness and Recreation Center Updates.

- Health Fitness and Recreation Center Updates: Mike Schneider, Assistant Vice President of Operations at CENTERS, began the presentation by announcing that Alex Rich has become the new Director of Campus Recreation at FitRec. Mr. Schneider noted that CENTERS was founded in 1998 and that their goal at FitRec is to provide the best experience for Moraine Valley students, employees, and community members. He said that FitRec has recovered since Covid and that many programs are back to their pre-Covid numbers. Mr. Schneider noted that FitRec is the largest

student employer on campus, with most of its staff being student employees. He said their goal with student employees is to help students learn skills that will serve them well in the workforce. Mr. Schneider noted three \$1,000 scholarships are awarded to FitRec student employees throughout the year. He said that they were honored to have FitRec featured as the cover story for Campus Rec magazine, making Moraine Valley the first and only community college to achieve that honor. Mr. Schneider invited Alex Rich to introduce himself. Mr. Rich thanked Mike for the introduction and said his goal as the Director of Campus Recreation is to mirror the college's values and strive to put students first. He said that they are constantly working to make a better experience for students while remaining fiscally responsible. Chair McElroy Kirkwood asked if the number of memberships is back to pre-Covid levels. Mr. Schneider said that FitRec is at around 95% of pre-pandemic memberships. Trustee O'Day said she has spoken to community members who have said they love FitRec, but that they would like more guest passes to introduce FitRec to family and friends. Mr. Schneider noted that members receive a few guest passes each year and said that they would consider the feedback she received. Vice Chair Murphy asked if student employees move to different positions after they are hired. Mr. Schneider noted many student employees become managers, swim instructors, or camp counselors. Mr. Rich and Mr. Schneider thanked the Board for their questions and asked them to reach out if they had any additional questions.

Dr. Jenkins thanked Mr. Schneider and Mr. Rich for their presentation. She thanked the Board of Trustees, college staff, Vice Presidents, and union leadership. Dr. Jenkins said she believes Dr. Pamela Haney will do an excellent job as the next College President.

## **VII. COMMUNICATIONS**

None.

## **VIII. FINANCIAL STATEMENT**

### **8.1 Treasurer's Report**

Treasurer's Report showing an ending balance of \$145,013,565.37 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):**

Trustee O’Day asked for the Board to pull agenda items 12.7 (Resource Allocation Management Plan (RAMP) Project: Career & Technical Education Lab Expansion), 12.8 (Board Policy 7263 Revision - Hours and Work Assignments), and 12.9 (Board Policy 7263.5 Rescindment - Telework Policy) for discussion.

- Resource Allocation Management Plan (RAMP) Project: Career & Technical Education Lab Expansion: Ms. O’Day asked Rick Hendricks, Vice President of Administrative Services, if the college can submit multiple projects for the Resource Allocation Management Plan (RAMP) Project. Mr. Hendricks said that the college can submit multiple projects. Ms. O’Day asked if the college is considering submitting additional projects. Mr. Hendricks said there are a few ways the college submits projects to the state. He said one way is the Resource Allocation Management Plan, and the other is the deferred maintenance. He noted that during the last cycle, we had three projects. He said we could always add more, but the college tries to stagger the projects because if the college receives funding, we need to make sure we can complete the projects over an appropriate period of time and that we do not spread our staff too thin while working on the projects. Ms. O’Day asked when the Resource Allocation Management Plan Project is due to ICCB. Mr. Hendricks said he believes the project must be submitted in early August. Ms. O’Day suggested that the college consider submitting additional projects next year and said that additional funds could burden taxpayers less. Dr. Jenkins said that the college had submitted a RAMP project that has been on the book for years and has never been funded. She noted that deferred maintenance requires the college put away some of the money into a trust fund, which needs to be available when the project begins. Trustee O’Day said there are opportunities for funding from the state for different reasons and that submitting multiple proposals may lead to a higher chance of receiving funds. She said that she supports what is being submitted this year but that it could be beneficial to submit more projects in the future. Trustee Sullivan said she supports submitting the RAMP document. She asked if the Board could receive a list of planned projects so that the Board could understand the potential future costs and needs of these projects. Dr.

Jenkins said that the college has 5-year master facilities plan that is included as part of the strategic plan. She noted that the college will provide the Board with the master facilities plan, informing the Board of upcoming projects.

- Board Policy 7263 Revision - Hours and Work Assignments and Board Policy 7263.5 Rescindment - Telework Policy: Trustee O’Day said that she supports Teleworking but has concerns about how the new Board Policy is written. She said she believes the revisions to Board Policy 7263 (Hours and Work Assignments) do not provide as much detail as Board Policy 7263.5 (Telework Policy), which is proposed to be rescinded. Dr. Jenkins said that the Board approved Board Policy 7263.5 (Telework Policy) at the beginning of the Covid-19 pandemic. She noted that the Board Policy included more detail than is typically included in our Board Policies because the college wanted to give the Board a sense of how the college planned to operate through the pandemic. She said that Board Policies are typically general but that the Vice Presidents and Human Resources have planned out the administration of the revised Board Policy. Dr. Jenkins said that the new policy was piloted through two divisions on campus to work out kinks and find any problems that may arise. She said she would share the implementation plans and steps for the revised policy once the Board approves it.

It was moved by Ms. Murphy and seconded by Ms. Robinson 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	\$5,726,521.24
9.3	Operation & Maintenance Fund	853,764.87
9.4	Operation & Maintenance Fund (Restricted)	1,353,396.19
9.5	Bond & Interest Fund	1,530,875.00
9.6	Auxiliary Enterprise Fund	805,264.65
9.7	Restricted Purpose Fund	730,924.35
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	11,686.36
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	12,815.00

(DOCUMENT D - SUPPLEMENT TO MINUTES)

**X. REPORT OF PERSONNEL**

Chair McElroy Kirkwood publicly identified the nature of the agenda items contained in the Report of Personnel.

10.1-1 Full-Time

Charlotte Bumpers - Accounts Payable Clerk – Effective 7/3/23  
Nathaly Duenas - Financial Aid Assistant – Effective 7/3/23  
Debbie Farriols - Foundation Executive Assistant – Effective 6/20/23  
Gabriela Montoya - Secretary II – Effective 6/20/23  
Eileen Rohan - Accounting Clerk II – Effective 7/17/23  
Susan Stryczek - Secretary II – Effective 7/3/23  
(DOCUMENT E - SUPPLEMENT TO MINUTES)

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

It is recommended that the appointment of the following grant-funded individuals be renewed for the 2023-2024 fiscal year, contingent upon the continuation of grant funding:

Rafif Abuzaghleh - Education Specialist  
John Andres - Coordinator of Records & Assessment  
Corbett Chico - Job Resource Specialist  
Stephanie Craine - Student Success Specialist  
Tiffany Davis - Early College Specialist  
Margaret Dawczak - Manager of Transition & ESL  
Marie Harrell - Internship Manager  
Chauntai Mack - Career Connections, Youth Program Manager  
Carmela Ochoa - Coordinator of HSE  
Sara Othman - Systems Specialist – ABE/HSE/ESL  
Nathan Payovich - Director of Disability Services  
Erica Warren - Coordinator of Access & Accommodations  
Lauren Zajac - Transition Specialist  
(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

LaTonya Parsley - P.T. Payroll Assistant - 8/24/23-12/1/23  
(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-4(a) Sabbatical Leave – Faculty

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

Shanya Gray - Assistant Professor, Counseling - Spring 2024 semester with full pay  
(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Carrie Blixt-Diaz - Director of Curriculum & Assessment - Effective: 6/20/23

Nicholas Carpenter - Lead Groundskeeper - Effective: 6/2/23

Marija Jurcevic-Malacina - P.T. Registration Representative - Effective: 5/12/23

Laura Moreno - Human Resources Assistant - Effective: 8/4/23

Kathleen Szeszycki - Custodian - Effective: 6/23/23

Sarah Yamashita - Student Development Specialist - Effective: 6/2/23  
(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Support Staff

Lynn Harrington – Chief Human Resources Officer - Effective: 12/31/23  
(DOCUMENT K - SUPPLEMENT TO MINUTES)

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

Jessica Castro – from Duplicating Services Operator to Bookstore Textbook Expeditor - Effective: 6/26/23

Nancy Connolly – from Budget Assistant to Administrative Assistant – Effective: 7/3/23

Rita Ferriter – from Associate Professor, Reading to Professor - Academic Year 2023-2024

Jennene Fields – from Assistant Professor, Physics to Associate Professor –

Effective: Academic Year 2023-2024  
Alexander Franke – from P.T. User Support Services Specialist to F.T. Support Analyst – Effective: 6/5/23  
Marie Harrell – from Internship Manager to Athletic Student Success Specialist – Effective: 7/3/23  
David Huber – from Instructor, Mathematics to Assistant Professor – Effective: Academic Year 2023-2024  
Maria-Judith Negley – from Departmental Assistant to Purchasing Assistant – Effective: 7/3/23  
Yesenia Ponce-Martinez – from Secretary II to Administrative Assistant – Effective: 7/3/23  
Jean Wnenk – from Bookstore Textbook Expeditor to Lead Bookstore Textbook Expeditor – Effective: 6/26/23  
Hiyam Yusef – from Instructor, Counseling to Assistant Professor – Effective: Academic Year 2023-2024  
(DOCUMENT L - SUPPLEMENT TO MINUTES)

10.1-6(a) Position Classification Review

It is recommended that the results of the annual Position Classification Review for Administrative, Administrative Classified, and Support Staff be approved and implemented effective June 26, 2023.  
(DOCUMENT M - SUPPLEMENT TO MINUTES)

**XI. UNFINISHED BUSINESS**

None.

**XII. NEW BUSINESS**

Chair McElroy Kirkwood identified the nature of the agenda items contained in New Business.

12.1 Affiliation Agreement with Madison Street Medical (Sleep Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with Madison Street Medical.  
(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Women’s Healthcare of Illinois (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Women's Healthcare of Illinois.  
(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Midwest Orthopaedic Consultants  
(Radiology)

It is recommended that the Board of Trustees approve the affiliation agreement with Midwest Orthopaedic Consultants.  
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Smith Village (Basic Nursing Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Smith Village.  
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.5 Affiliation Agreement with Franciscan Communities, Inc. d/b/a  
Franciscan Village (Basic Nursing Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Franciscan Communities, Inc. d/b/a Franciscan Village.  
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.6 Review of Closed Session Written Minutes and Audio Tapes

It is recommended that the written minutes of the closed session held on November 15, 2022; December 20, 2022; January 11, 2023; January 24, 2023; February 21, 2023; and March 21, 2023 be released. Additionally, it is recommended that the audio/digital recordings of the October 19, 2021; and November 16, 2021 closed session meetings be destroyed.  
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.7 Resource Allocation Management Plan (RAMP) Project: Career &  
Technical Education Lab Expansion

It is recommended that the Board of Trustees approve the Resource Allocation Management Plan (RAMP), which consists of the Career Technical Education Labs Project. Further, it is recommended that the Board of Trustees authorize

the administration to submit the RAMP documents to the Illinois Community College Board.

(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.8 Board Policy 7263 Revision - Hours and Work Assignments

It is recommended that the Board approve the revision to Board Policy #7263 – Human Resources: Hours and Work Assignments, as presented.

(DOCUMENT U - SUPPLEMENT TO MINUTES)

12.9 Board Policy 7263.5 Rescindment - Telework Policy

It is recommended that the Board approve the rescindment of Board Policy #7263.5 – Human Resources: Telework Policy, as presented.

(DOCUMENT V - SUPPLEMENT TO MINUTES)

12.10 Approval of New Certificate Program: Data Analytics

It is recommended that the Board approve the proposed New Certificate Program: Data Analytics program for submission to the Illinois Community College Board and Illinois Board of Higher Education for new program approval effective fall, 2024.

(DOCUMENT W - SUPPLEMENT TO MINUTES)

12.11 Approval of New Certificate Program: Python Programmer

It is recommended that the Board approve the proposed New Certificate Program: Python Programmer program for submission to the Illinois Community College Board and Illinois Board of Higher Education for new program approval effective fall, 2024.

(DOCUMENT X - SUPPLEMENT TO MINUTES)

12.12 Treasurer’s Bond Renewal – FY24

It is recommended that the Board approve the renewal of the Treasurer’s Bond for fiscal year 2024 for \$30,000,000 at a cost of \$24,074.00 from The Hartford Insurance Company.

(DOCUMENT Y - SUPPLEMENT TO MINUTES)

12.13 Treasurer’s Bond Renewal – FY24

It is recommended that the Board of Trustees adopt the FY 2024 Budget.  
(DOCUMENT Z - 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, 10.1-4, 10.1-4(a), 10.1-5, 10.1-5(a), 10.1-6, and 10.1-6(a); and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, 12.8, 12.9, 12.10, 12.11, 12.12, and 12.13:

Yes: McElroy Kirkwood, P. Murphy, Sullivan, Robinson, Kerlin Walsh  
No: O’Day  
Absent: J. Murphy  
Student  
Advisory: Yes

Motion carried.

**XIII. MISCELLANEOUS**

None.

**XIV. AUDIENCE PARTICIPATION**

None.

**XV. CLOSED SESSION**

It was moved by Ms. Robinson and seconded by Ms. Kerlin Walsh to move to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body pursuant to Sections 2(c)(1) of the Illinois Open Meetings Act.

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

Yes: McElroy Kirkwood, P. Murphy, O’Day, Sullivan, Robinson, Kerlin Walsh  
Absent: J. Murphy  
Student  
Advisory: Yes

Motion carried.

The Board moved to closed session at 7:21 PM. The Board returned from open session at 8:10 PM.

**XVI. ADJOURNMENT**

The meeting adjourned at 8:11 PM.

**BOARD REPORTS AND/OR REQUESTS**

- |     |                                    |        |
|-----|------------------------------------|--------|
| 5.1 | ICCTA Meeting Report - P. Murphy   | Verbal |
| 5.2 | Student Trustee Report - D. Sianis | Verbal |

**REPORTS OF ADMINISTRATION**

6.5 President's Report

Verbal

- Strategic Planning Process – S. Khan

**COMMUNICATIONS**

7.1 City of Palos Hills 2023 Beautification Contest Award

Enclosed

August 9, 2023

Moraine Valley Community College  
Attn: Rick Hendricks  
Administration Building  
9000 College Parkway  
Palos Hills, IL 60465

Dear Palos Hills Business,

Congratulations! The College has been selected as a **WINNER** for the 2023 Beautification Contest by the City of Palos Hills. Mayor Bennett and Alderman Marty Kleefisch, Beautification Chairman, along with the entire City Council would like to present you with an award and certificate of appreciation for your efforts in making your college a showcase.

If the weather is nice, the awards presentation will take place outside by the gazebo at Town Square Park. Please bring chair(s) or a blanket to sit on. If the weather is bad, the awards presentation will be held inside at the Palos Hills Community Center, 8455 W. 103<sup>rd</sup> Street, Palos Hills, on **Saturday, October 7, at 11:00 a.m.**

We hope you will be able to join us. Please RSVP with the correct spelling of your name to the Community Resource and Recreation Department staff at (708) 430-4500 before **October 2.**

Sincerely,



Kristin Violante  
CRRD Commissioner

**MORAIN VALLEY COMMUNITY COLLEGE  
 COMMUNITY COLLEGE DISTRICT NO. 524  
 TREASURER'S REPORT  
 MONTH ENDED AUGUST 31, 2023**

FUND	BEGINNING BALANCE	RECEIVED	DISBURSED	ENDING BALANCE
EDUCATION FUND	\$ 61,627,499.29	\$ 5,540,207.37	\$ 7,104,283.80	\$ 60,063,422.86
OPERATION & MAINT FUND	11,903,463.39	364,527.22	1,046,107.44	11,221,883.17
OPERATION & MAINT (RESTR.)	20,304,951.86	603,623.97	97,995.27	20,810,580.56
BOND & INTEREST FUND	4,997,228.91	105,481.12	0.00	5,102,710.03
AUXILIARY FUND	12,722,575.90	1,429,929.31	964,703.06	13,187,802.15
RESTRICTED PURPOSE FUND	7,615,307.06	1,257,638.85	617,654.90	8,255,291.01
WORKING CASH FUND	14,112,420.66	6,856.43	0.00	14,119,277.09
TRUST & AGENCY FUND	98,746.52	16,159.00	5,348.77	109,556.75
AUDIT FUND	141,455.79	1,756.21	0.00	143,212.00
LIAB, PROTECT & SETTLE FUND	953,181.77	13,230.93	1,081,526.49	(115,113.79)
TOTAL	<u>\$ 134,476,831.15</u>	<u>\$ 9,339,410.41</u>	<u>\$ 10,917,619.73</u>	<u>\$ 132,898,621.83</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS	\$ 22,850.00
HUNTINGTON BANK	CHECKING ACCT 994,557.98
OLD NATIONAL BANK	CHECKING ACCT 4,401,371.23
OLD NATIONAL BANK	TRUST ACCTS 683,887.43
WINTRUST MAXSAFE	MONEY MARKET 9,334,318.04
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET 7,478,645.96
IL METROPOLITAN INVESTMENT FUND	CORE FUND 2,187,546.03
IL SCHOOL DIST LIQUID ASSEST FUND	VARIOUS 7,956,289.99
IL PUBLIC TREASURERS FUND	VARIOUS 1,338,162.43
SHORT TERM INVESTMENTS	VARIOUS 71,071,357.49
LONG TERM INVESTMENTS	VARIOUS 27,429,635.25
TOTAL	<u>\$ 132,898,621.83</u>

**ACCOUNT EXPENDITURE SUMMARIES  
 AUGUST**

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$ 7,104,283.80
9.3	OPERATION & MAINTENANCE FUND	1,046,107.44
9.4	OPERATION & MAINTENANCE (RESTR) FUND	97,995.27
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	964,703.06
9.7	RESTRICTED PURPOSE FUND	617,654.90
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	5,348.77
9.10	AUDIT FUND	-
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	1,081,526.49
	TOTAL	<u>\$ 10,917,619.73</u>

10.0 REPORTS OF PERSONNEL

10.1-1	Full Time	None
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
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

SUBJECT REPORT – Leave of Absence (LOA)

Leona Lilly

Instructor, Basic Nursing Assistant  
Career Programs

L.O.A. (PARENTAL)  
11/9/23-12/15/23

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RECOMMENDED ACTION

That the above leave be granted.

SUBJECT REPORT - Resignations/Terminations

Amanda Barzydlo	Groundskeeper Campus Operations	Effective: 8/31/23
Laura Early	Instructor, Humanities Liberal Arts	Effective: 8/14/23
Terrence Evoy	Police Officer Police	Effective: 9/30/23
Yifang Lin	Payroll Specialist Payroll	Effective: 8/28/23
Shari Sutter	Dispatcher Police	Effective: 9/8/23

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RECOMMENDED ACTION  
That the above be approved as presented.

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

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Kiana Battle	Dean of Liberal Arts Liberal Arts Administrative & Professional	Reclassified to: Vice President of Institutional Advancement & Executive Assistant to the President Institutional Advancement Effective: 11/6/23
Katrina Carline	Staff Accountant II Accounting Administrative & Professional	Reclassified to: Director of Payroll Payroll Effective: 10/2/23
Max Evert	Media Analyst Multimedia Services Support Staff	Reclassified to: Multimedia Engineer Administrative & Professional Effective: 9/25/23
Jasmyn Ferguson	User Support Services Specialist Client Services Support Staff	Reclassified to: SharePoint Developer Enterprise Applications and Web Services Administrative & Professional Effective: 9/25/23
Lara Hernandez Corkrey	Associate Professor, Developmental Communications Learning Enrichment and College Readiness	Pursuant to the terms of the Negotiated Agreement, promoted to Professor Effective: Academic Year 2023-2024
Vanessa Melgoza	P.T. Accounting Clerk/Cashier Cashier's Office Support Staff	Reclassified to: F.T. Project Facilitator Enrollment Services Effective: 9/25/23

Ryen Nagle

Dean of Science, Business &  
Computer Technology  
Science, Business & Computer  
Technology  
Administrative & Professional

Reclassified to:  
Vice President of Academic Affairs  
Academic Affairs  
Effective: 10/2/23

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RECOMMENDED ACTION  
That the above be approved as presented.

**NEW BUSINESS**

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|--|----------|
| *12.1 Affiliation Agreement with Country Club Hills Fire Department<br>(Fire Science)  | Enclosed |
| *12.2 Affiliation Agreement with BRI Health Services of Palos Hills<br>(Basic Nurse Assistant)   | Enclosed |
| *12.3 Affiliation Agreement with Bridgeview Fire Department<br>(Fire Science)  | Enclosed |
| *12.4 Affiliation Agreement with North Palos Fire Protection District<br>(Fire Science)  | Enclosed |
| *12.5 NDT Lab Renovations Bid  | Enclosed |
| *12.6 MVCC Building B X-Ray Room Renovation Bid  | Enclosed |
| *12.7 2023 Holiday Schedule  | Enclosed |
| *12.8 Motion to Terminate the Custodial Contract with Atalian Global<br>Services, Effective October 4, 2023  | Enclosed |
| *12.9 Motion to Authorize the Administration to Negotiate an Agreement<br>with Smith Maintenance Company with Terms Substantially Equivalent<br>to Those in the Terminated Agreement to be Effective October 4, 2023 | Enclosed |

DATE: September 11, 2023

TO: Rick Hendricks  
Vice President of Administrative Services and College Facilities

FROM: Jane M. Bentley  
Director of Purchasing

RE: **NDT Lab Renovations 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 Thursday, September 7, 2023, at 2:00 PM in Room L165. Six (6) 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 the project includes renovation of the existing NDT Lab space within Building T including, but not limited to replacement of existing lighting, upgrades to interior finishes, and infrastructure to accommodate new lab equipment.

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. Shawn Brown Enterprises, of Chicago, Illinois, appeared to be the lowest bidder. However, upon discussion with Shawn Brown Enterprises, of Chicago, Illinois, by the college's architect, Demonica Kemper (DKA), their bid was incomplete and therefore, will not be accepted and disqualified. Upon review of the next apparent low bid, Krause Construction, Inc., of Blue Island, Illinois, by the college's architect, Demonica Kemper (DKA), it was found that Krause Construction, Inc., understood the scope and requirements of the bid specifications for this project.

**RECOMMENDED ACTION:** Whereas Krause Construction, Inc., of Blue Island, 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 **\$ 125,952.00 to Krause Construction, Inc.** for the NDT Lab Renovations Bid.

DATE: September 12, 2023

TO: Rick Hendricks  
Vice President of Administrative Services and College Facilities

FROM: Jane M. Bentley  
Director of Purchasing

RE: **MVCC Building B X-Ray Room Renovation 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 Tuesday, August 29, 2023, at 11:00 AM in Room L145. One (1) bid and one (1) "no bid" 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 new structural steel, bracing and electrical connections, HVAC work and lighting to accommodate the installation of a new Xray machine.

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 bid, Krause Construction, Inc., of Blue Island, Illinois, by the college's engineer, IMEG, it was found that Krause Construction Inc., understood the scope and requirements of the bid specifications for this project.

**RECOMMENDED ACTION:** Whereas, Krause Construction, Inc., of Blue Island 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 **\$148,144.00 to Krause Construction, Inc.** for the MVCC Building B X-Ray Room Renovation Bid.

**HOLIDAY SCHEDULE**

According to the Agreement with the Support Staff Association, Christmas Day plus one additional day and New Year's Day plus one additional day are holidays. The following schedule is recommended:

Thursday, December 21	-	College Closed
Friday, December 22	-	College Closed
Monday, December 25	-	Holiday Observed
Tuesday, December 26	-	Additional Day
Wednesday, December 27	-	College Closed
Thursday, December 28	-	College Closed
Friday, December 29	-	College Closed
Monday, January 1	-	Holiday Observed
Tuesday, January 2	-	Additional Day
Wednesday, January 3	-	College Closed
Thursday, January 4	-	<b>College Reopens</b>

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RECOMMENDED ACTION

It is recommended that the Board of Trustees adopt the holiday schedule and authorize that the college will be closed from Thursday, December 21, 2023, through Wednesday, January 3, 2024. The college will reopen on Thursday, January 4, 2024.

**MOTION TO TERMINATE THE CUSTODIAL CONTRACT WITH ATALIAN  
GLOBAL SERVICES, EFFECTIVE OCTOBER 4, 2023**

Recommended Action:

It is recommended that the Board of Trustees approve the motion to terminate the custodial contract with Atalian Global Services, effective October 4, 2023.

**MOTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE AN  
AGREEMENT WITH SMITH MAINTENANCE COMPANY WITH TERMS  
SUBSTANTIALLY EQUIVALENT TO THOSE IN THE TERMINATED  
AGREEMENT TO BE EFFECTIVE OCTOBER 4, 2023**

Recommended Action:

It is recommended that the Board of Trustees approve the motion to authorize the administration to negotiate an agreement with Smith Maintenance Company with terms substantially equivalent to those in the terminated agreement to be effective October 4, 2023.