

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

Governing Board of Moraine Valley Community College, Community College District #524, Regular Meeting Immediately Following Public Hearing on the Tax Levy, 6:00 PM, Tuesday, December 19, 2023, Board Room D219 9000 West College Parkway Palos Hills, IL 60465. Virtual access is provided by teleconference online via [www.morainevalley.edu/BOTDec19](http://www.morainevalley.edu/BOTDec19) or by phone 1-312-535-8110 with Meeting ID 2634 173 2979, p/w: rHEp9ePWb25 (74379379 from phones).

**A G E N D A**

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **MINUTES**
  - 1) Unapproved Minutes - Regular Meeting - November 14, 2023
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
  - 1) Student Trustee Report – D. Sianis
6. **REPORTS OF ADMINISTRATION**
  - 1) President's Report
    - 2023 Higher Education Excellence in Diversity (HEED) Award
7. **COMMUNICATIONS**
  - 1) Accreditation of Automotive Programs by the National Institute for Automotive Service Excellence (ASE)
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) \* Intergovernmental Agreement Between the Orland Fire Protection District and Moraine Valley Community College for Fleet Maintenance and Repair Services
  - 2) \* Radiography Testing/NDE Equipment Bid
  - 3) \* Summer 2024 “Explore” Mailer Bid
  - 4) \* Demo Dose MedDispense Purchase December 2023
  - 5) \* Centrella Smart Hospital Bed Purchase December 2023
  - 6) \* Automotive Technology Training Materials Purchase December 2023
  - 7) \* Re-Inventory and Appraisal of Fixed Assets Request for Proposal 2023
  - 8) \* Board Policy 7122 Revision - Appointment of Administration & Staff
  - 9) \* Board Policy 7130 Revision - Personnel Records
  - 10) \* Board Policy 7281 Revision – Holidays
  - 11) \* Board Policy 7283.3 Revision – Bereavement Leave
  - 12) \* New Board Policy 7283.7 – Personal Leave
  - 13) \* Review of Closed Session Written Minutes and Audio Tapes
  - 14) \* Approval of New Associate of Applied Science Program: Diagnostic Medical Sonography
  - 15) \* Adoption of Resolution Setting Forth Tax Levies for 2023 and Approval of Tax Certificate of Tax Levy for 2023
  - 16) \* Property Tax Limitation Resolution
  - 17) \* Resolution abating the tax heretofore levied for the year 2023 to pay debt service on General Obligation Refunding Bonds (Alternative Revenue Source), Series 2022, of Community College District No. 524, County of Cook and State of Illinois
  - 18) \* Approval of Professionals Organization Collective Bargaining Agreement
13. **MISCELLANEOUS**
14. **AUDIENCE PARTICIPATION**
15. **ADJOURNMENT**

**MINUTES**

Approved Minutes - Regular Meeting, October 17, 2023

Enclosed

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Approved Minutes - Closed Session Held October 17, 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, Regular Meeting, was held on Tuesday, October 17, 2023, in Building D, Board Room D219, 9000 West College Parkway, Palos Hills, Illinois, 60465.

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Beth McElroy Kirkwood asked meeting attendees to rise and join her in reciting The Pledge of Allegiance. The meeting was called to order by Chair Beth McElroy Kirkwood at 6:00 PM.

**II. ROLL CALL**

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

Absent: None

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 Secretary Robinson and seconded by Trustee Sullivan to approve the Unapproved Minutes - Regular Meeting, September 19, 2023; Unapproved Minutes - Decennial Meeting, September 19, 2023.

ROLL CALL VOTE taken on approval of the Unapproved Minutes - Regular Meeting, September 19, 2023; Unapproved Minutes - Decennial Meeting, September 19, 2023:

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

Absent: None

Student

Advisory: Yes

Motion carried.

**IV. AUDIENCE PARTICIPATION**

None.

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

**5.1 ACCT Leadership Conference – T. Sullivan**

Trustee Tracy Sullivan reported on the ACCT Leadership Congress held in Las Vegas, Nevada, from October 9-12, 2023. Trustee Sullivan attended the conference with Dr. Pamela Haney, Vice Chair Patricia Murphy, Secretary Tiffany S. Robinson, and Trustee Jaclyn O'Day. Trustee Sullivan said the conference covered various topics, including networking, Board goals, strategic planning, and academic planning for community colleges. The importance of Trustee engagement and the need to attract adult learners was stressed during the conference. Secretary Robinson thanked the college for providing opportunities for the Trustees to collaborate with colleges across the country. She said the conference provided information related to student success and discussed how the college can support our students.

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

Student Trustee Demetri Sianis presented his report. He noted Trustee Jaclyn O'Day participated in a Democracy Commitment event held in mid-September. At the event, Trustee O'Day discussed her interest in politics and government, the intersection of politics in public policy, and the importance of bi-partisan solutions. Mr. Sianis noted that the STEM Club sponsored a field trip to the Little Red School House for a nature walk. The nature walk provided students with information about the geography and history of the land. Mr. Sianis discussed several events held for Hispanic Heritage Month, including a Flauta Lunch, which provided donations to the food pantry, and a "Mexican Bingo" event in which students were able to play for prizes. Mr. Sianis said the Academic Theater Department's presentation of *The Lightning Thief: The Percy Jackson Musical* will be performed on several dates in November. Mr. Sianis will be a part of the production.

**VI. REPORTS OF ADMINISTRATION**

### 6.1 President's Report

Dr. Pamela Haney thanked Trustee Sullivan and Student Trustee Sianis for their reports. She recognized Dr. Ryen Nagle, Vice President of Academic Affairs, and noted this was his first Board meeting as Vice President. Dr. Nagle thanked Dr. Haney for the welcome and said he has already learned quite a bit in the new position. Dr. Haney asked Mr. Mike Cipolla, Controller, to introduce the FY2023 Audit Report.

- FY2023 Audit Report: Mr. Cipolla noted that the Board of Trustees received drafts of the annual comprehensive financial report and single audit. Mr. Cipolla introduced John George, Kelly Kirkman, and Ronnie Christopher from RSM to present the audit report. Mr. George thanked Mr. Cipolla and the Finance Department for their hard work in assisting them with completing the audit. He explained the phases of the audit process and expressed appreciation to the college's financial team for the excellent level of communication and support throughout the process. Kelly Kirkman reported on the financial results of the audit. Ms. Kirkman noted that the financial statement included four audit opinions and that each opinion was unmodified. Ms. Kirkman discussed the college's financial highlights and reviewed a net position statement comparing financial information from 2022 to 2023. Ms. Kirkman said there were no significant deficiencies in the financial statement and no audit adjustments. Ronnie Christopher presented the Federal Compliance Audit, noting the college was awarded \$22.6 million in federal grants. The federal grant programs tested were Student Financial Aid, TRIO Cluster, and Cybersecurity Core Curriculum. Ms. Christopher noted five findings and significant deficiencies in major federal programs. The first finding related to the return of Title IV funds and a few students not being reported to the National Student Loan Database (NSLDS) after they withdrew from the college. Vice Chair Patricia Murphy asked if the reporting issue was rectified, and Ms. Christopher confirmed it was resolved. The second finding related to the Cybersecurity Core Curriculum Program and payment not being submitted within 30 days after receipt of billing. Ms. Christopher noted the delay in payment was due to a timing issue and that the issue has been resolved. The third finding related to the Cybersecurity Core Curriculum Program. The college did not report subaward data to the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS). Ms. Christopher noted the cause of the issue was a misinterpretation of the cybersecurity program not being included in the

Compliance Supplement Matrix. The fourth finding related to the Cybersecurity Core Curriculum Program. Ms. Christopher explained the college did not have sufficient documentation that internal controls were operating effectively over risk assessment procedures. She said college provided a timeline noting a risk assessment and ongoing monitoring were occurring, but there was no formal documentation of the risk assessment. The fifth finding related to the Student Financial Assistance Cluster. Ms. Christopher said the college did not apply the appropriate clock to credit hour conversion formula for specific applicable financial aid eligible programs. She noted the college did not have sufficient evidence of controls being in place to ensure compliance with this requirement. Ms. Kirkman said there is a risk that the college gave out more financial aid than required but noted this applies to a small number of programs. Trustee Sullivan asked if the clock to credit hour conversion formula finding is a repeat from previous years. Ms. Kirkman said the clock to credit hour conversion was not assessed in recent years. Vice Chair Murphy asked if the findings of the audit will be discussed in next year's audit. Ms. Kirkman confirmed the findings from this audit will be reported on in next year's audit.

Dr. Haney thanked the representatives from RSM for their report. She invited Dr. Sadya Khan, Executive Director of Institutional Research, Planning and Effectiveness, to present the fall 2023 enrollment report.

- Enrollment Report: Dr. Sadya Khan presented the enrollment report for fall 2023. Dr. Khan said the college is seeing increases of 6% in terms of credit headcount and total credit hours. Dr. Khan reported enrollment by status, noting around 64% of students have part-time enrollment status, and 36% have full-time enrollment status. She said full-time enrollment has increased over the past five years. Dr. Khan provided a breakdown of the student population by gender and noted that ICCB encourages colleges to collect additional categories for gender. She said the data presented at the Board meeting is based on the census date, the standard ten-day enrollment count. Dr. Khan noted that another 489 students have enrolled since the census date. Dr. Khan presented the five-year headcount and credit hour trend and said both numbers are beginning to increase. Dr. Khan reported a one-year credit-hour increase of 12.7% and a five-year increase of 42.1%. She noted that the high school participation rate is 33% for public high school graduates in 2023. Trustee Joe Murphy said he was pleased to hear that 33% of local high school graduates attend Moraine Valley.

Dr. Haney and Chair McElroy Kirkwood thanked Dr. Khan and her staff for their report. Dr. Haney invited Randy Basick, Director of Infrastructure and Network Services, and Adam Maca, Information Security Specialist, to present the Gramm-Leach-Bliley Act (GLBA) Annual Review of Cyber Security.

- GLBA Annual Review of Cyber Security: Randy Basick and Adam Maca provided an overview of the Gramm Leach Bliley Act and noted it is a requirement for institutions to safeguard sensitive data. Mr. Basick said new requirements were implemented in 2023. Adam Maca has been designated as the qualified individual to oversee and implement the new information security plan to meet these requirements. Mr. Basick said the act requires institutions to complete annual tests to ensure a healthy security posture. He noted penetration tests were done during the year, and the college passed. Mr. Basick said a privileged access management tool was implemented, which requires additional security for remote connections. He noted the security information and event management tool collects and organizes system logs and email notifications and that using this tool is a requirement of the college's cybersecurity insurance. Mr. Maca said monthly phishing tests were implemented last year to help educate end-users on what to look for and to report suspicious emails. In the annual phishing attempts, the college had 101 out of 1,500 emails, resulting in an end-user clicking a potentially harmful link. He noted these numbers are an improvement from 2021. He said October is Cybersecurity Awareness Month, and there is a more significant push to educate users. In October 2022, weekly emails were sent out with training resources and videos covering everyday cybersecurity events. Mr. Maca said the college is continuing these efforts in 2023. Trustee O'Day asked how many employees completed the cybersecurity training. Mr. Basick noted that 20-30% of employees completed the training. Trustee Sullivan thanked Mr. Basick and Mr. Maca for their report and appreciated their work protecting the college's sensitive data.

Dr. Haney thanked Mr. Basick and Mr. Maca for their updates.

- Certificate of Achievement for Excellence in Financial Reporting: The finance department received an award and the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. Dr. Haney thanked Ms. Theresa O'Carroll and Mr. Michael Cipolla for their leadership. Chair McElroy Kirkwood

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.

**VII. COMMUNICATIONS**

The college was selected to receive a 2023 Insight into Diversity Higher Education Excellence in Diversity (HEED) Award. The HEED award annually recognizes higher learning institutions demonstrating outstanding commitment to diversity and inclusion. Moraine Valley Community College is one of six community colleges nationally selected to receive the award. The college will receive a plaque, which will be presented at a future Board meeting.

**VIII. FINANCIAL STATEMENT**

8.1(a) Treasurer's Report

Treasurer's Report showing an ending balance of \$134,173,727.55 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.1(b) Budget Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

8.1(c) Investments

(DOCUMENT C – SUPPLEMENT TO MINUTES)

**CONSENT AGENDA (IX – XII):**

It was moved by Vice Chair Patricia Murphy and seconded by Trustee Joe Murphy to approve the following consent agenda items:

**IX. WARRANTS**

The warrant summaries are presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$6,723,751.71
9.3	Operation & Maintenance Fund	907,101.96
9.4	Operation & Maintenance Fund (Restricted)	280.52

9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	673,280.79
9.7	Restricted Purpose Fund	8,260,343.04
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	8,914.94
9.10	Audit Fund	30,000.00
9.11	Liability, Protection & Settlement Fund	-0-
(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

Esraa Ahmed – Financial Aid Expeditor – Effective: 11/6/23  
 Jessie Byrne – Groundskeeper – Effective: 10/23/23  
 Jesus Caudillo – Groundskeeper – Effective: 10/23/23  
 Anna Kotsogiannis – Admissions Support Assistant – Effective: 10/23/23  
 Konrad Lazarski – Network Engineer – Effective: 10/23/23  
 Jonathan Stewart – Student Development Specialist – Effective: 11/6/23  
 (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

Anna Chmiel – Academic Advisor – 12/16/23 – 8/14/24  
 (DOCUMENT G - SUPPLEMENT TO MINUTES)

### 10.1-5(a) Retirement – Administrative & Professional

Richard Hendricks – Vice President of Administrative Services – Effective:  
 6/30/24

(DOCUMENT H - SUPPLEMENT TO MINUTES)

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

Matthew Briatta – from Community Service Officer to Dispatcher – Effective: 10/23/23

Jennifer Fair – from P.T. Registration Representative to F.T. Secretary II – Effective: 10/23/23

Lampros Tzimas – from Associate Professor, Culinary Arts to Professor – Effective: Academic Year 2023-2024

Mark Vazquez – from Financial Aid Assistant to Financial Aid Expeditor – Effective: 10/23/23

(DOCUMENT I - 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 Family First Medical Group (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Affiliation Agreement with Family First Medical Group (Medical Assistant).

(DOCUMENT J - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Sandeep Chandra, MD SC (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Affiliation Agreement with Sandeep Chandra, MD SC (Medical Assistant).

(DOCUMENT K - SUPPLEMENT TO MINUTES)

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

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

12.4 Moraine Valley Community College Spring 2024 Noncredit Class Schedule Mailer Bid

It is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$22,810.20 to Precise Printing Network, Inc., for printing of the Spring 2024 Noncredit Class Schedule Mailer Printing Bid.  
(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.5 Moraine Valley Community College Ultrasonic Testing/NDE Equipment Bid

It is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$156,930.00 to Evident Scientific, Inc., for the Moraine Valley Community College Ultrasonic Testing/NDE Equipment Bid.  
(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.6 Moraine Valley Community College Eddy Current Testing/NDE Equipment Bid

It is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$45,804.60 to Evident Scientific, Inc. for the Moraine Valley Community College Eddy Current Testing/NDE Equipment Bid.  
(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.7 Campus Vehicle - President Car Bid

It is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$52,827.99 to Advantage Acura for the purchase of the Moraine Valley Community College 2023 Campus Acura Vehicle Bid.  
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.8 Acceptance of FY23 Audit

It is recommended that the Board of Trustees accept the Audit for the fiscal year ending June 30, 2023 as presented. A copy of the Audit will be filed with the State of Illinois.

(DOCUMENT Q - 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, 10.1-5(a), and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, and 12.8:

Yes:	McElroy Kirkwood, J. Murphy, P. Murphy, J. O’Day, Sullivan, Robinson, Kerlin Walsh
Absent:	None
Student	
Advisory:	Yes

Motion carried.

**XIII. MISCELLANEOUS**

None.

**XIV. AUDIENCE PARTICIPATION**

None.

**XV. CLOSED SESSION**

It was moved by Trustee Kerlin Walsh and seconded by Secretary Robinson 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, J. Murphy, P. Murphy, O’Day, Sullivan, Robinson, Kerlin Walsh
Absent:	None
Student	

Advisory: Yes

Motion carried.

The Board moved to closed session at 7:19 PM. The Board returned from open session at 7:44 PM.

**XVI. ADJOURNMENT**

The meeting adjourned at 7:46 PM.

**BOARD REPORTS AND/OR REQUESTS**

5.1 Student Trustee Report - D. Sianis

Verbal

**REPORTS OF ADMINISTRATION**

6.1 President's Report

Verbal

- 2023 Higher Education Excellence in Diversity (HEED) Award

**COMMUNICATIONS**

7.1 Accreditation of Automotive Programs by the National Institute for  
Automotive Service Excellence (ASE)

Enclosed



# Education Foundation

November 27, 2023

**Program ID: 106538**

Dr. Pamela Haney  
President  
Moraine Valley Community College  
9000 W College Pkwy.  
Palos Hills, IL 60465

Dear Dr. Haney,

We have received the on-site evaluation results for your General automobile technician-training program at Moraine Valley Community College. The results indicate that your program continues to meet the requirements for *Master Automobile Service Technology* Accreditation – the highest level of program accreditation recognized by the National Institute for Automotive Service Excellence (ASE).

We commend you and your staff for maintaining your program's standards and continuing to meet the industry's requirements. The explosion in automotive technology makes your high-quality automotive training program more valuable than ever.

To acknowledge your accomplishment, we are creating a plaque insert for you that will recognize your school and the level of accreditation your program has achieved.

Congratulations!

Sincerely,

Michael Coley  
President

cc: Robert Faoro, Program Coordinator  
Ken Kunz, ETL

**Accreditation Expiration Date: 12/1/2028**



# Education Foundation

November 27, 2023

**Program ID: 106162**

Dr. Pamela Haney  
President  
Moraine Valley Community College  
9000 W College Pkwy.  
Palos Hills, IL 60465

Dear Dr. Haney,

We have received the on-site evaluation results for your Mopar CAP automobile technician-training program at Moraine Valley Community College. The results indicate that your program continues to meet the requirements for *Master Automobile Service Technology* Accreditation – the highest level of program accreditation recognized by the National Institute for Automotive Service Excellence (ASE).

We commend you and your staff for maintaining your program's standards and continuing to meet the industry's requirements. The explosion in automotive technology makes your high-quality automotive training program more valuable than ever.

To acknowledge your accomplishment, we are creating a plaque insert for you that will recognize your school and the level of accreditation your program has achieved.

Congratulations!

Sincerely,

Michael Coley  
President

cc: Robert Faoro, Program Coordinator  
Ken Kunz, ETL

**Accreditation Expiration Date: 12/1/2028**

**MORAIN VALLEY COMMUNITY COLLEGE  
 COMMUNITY COLLEGE DISTRICT NO. 524  
 TREASURER'S REPORT  
 MONTH ENDED NOVEMBER 30, 2023**

FUND	BEGINNING BALANCE	RECEIVED	DISBURSED	ENDING BALANCE
EDUCATION FUND	\$ 60,174,303.78	\$ 8,792,011.15	\$ 6,133,851.08	\$ 62,832,463.85
OPERATION & MAINT FUND	10,133,348.69	1,814,519.39	822,638.99	11,125,229.09
OPERATION & MAINT (RESTR.)	21,029,533.90	603,452.60	499,336.73	21,133,649.77
BOND & INTEREST FUND	5,111,974.02	1,840,870.36	7,321,125.00	(368,280.62)
AUXILIARY FUND	13,062,954.19	986,985.17	802,762.46	13,247,176.90
RESTRICTED PURPOSE FUND	8,820,976.74	4,123,147.42	1,074,417.68	11,869,706.48
WORKING CASH FUND	14,209,025.90	13,383.78	0.00	14,222,409.68
TRUST & AGENCY FUND	99,964.80	632.16	4,689.08	95,907.88
AUDIT FUND	74,082.95	18,241.04	15,000.00	77,323.99
LIAB, PROTECT & SETTLE FUND	(115,113.79)	177,536.62	2,145.50	60,277.33
TOTAL	<u>\$ 132,601,051.18</u>	<u>\$ 18,370,779.69</u>	<u>\$ 16,675,966.52</u>	<u>\$ 134,295,864.35</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS	\$ 22,550.00
HUNTINGTON BANK	996,209.13
OLD NATIONAL BANK	12,206,511.75
OLD NATIONAL BANK	1,685,811.87
OLD NATIONAL BANK	680,036.48
WINTRUST MAXSAFE	9,465,496.39
IL METROPOLITAN INVESTMENT FUND	7,570,067.88
IL METROPOLITAN INVESTMENT FUND	2,192,095.74
IL SCHOOL DIST LIQUID ASSEST FUND	5,063,044.39
IL PUBLIC TREASURERS FUND	1,100,567.63
SHORT TERM INVESTMENTS	63,913,837.84
LONG TERM INVESTMENTS	29,399,635.25
TOTAL	<u>\$ 134,295,864.35</u>

**ACCOUNT EXPENDITURE SUMMARIES  
 NOVEMBER**

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$ 6,133,851.08
9.3	OPERATION & MAINTENANCE FUND	822,638.99
9.4	OPERATION & MAINTENANCE (RESTR) FUND	499,336.73
9.5	BOND & INTEREST FUND	7,321,125.00
9.6	AUXILIARY ENTERPRISE FUND	802,762.46
9.7	RESTRICTED PURPOSE FUND	1,074,417.68
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	4,689.08
9.10	AUDIT FUND	15,000.00
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	2,145.50
	TOTAL	<u>\$ 16,675,966.52</u>

10.0 REPORTS OF PERSONNEL

10.1-1	Full Time	Enclosed
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 – Full Time

Michael Bates	Dean of Science, Business and Computer Technology Science, Business and Computer Technology	Effective: 1/16/24
Kathryn Compton	Testing Specialist Testing Center	Effective: 1/16/24
Jessica Contreras	Director of Counseling and Holistic Student Support Counseling and Career Development Center	Effective: 1/16/24
Robert Doherty	Staff Accountant II Accounting	Effective: 1/16/24
Aaron Green	Community Service Officer Police	Effective: 1/16/24

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RECOMMENDED ACTION

That the above be employed at the indicated salary conditional upon receipt of a drug screening and a background check from the State of Illinois.

SUBJECT REPORT – Leave of Absence (LOA)

Agne Juskaite

Academic Advisor  
Academic Advising

L.O.A.(PARENTAL)  
1/12/24 - 8/14/24

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RECOMMENDED ACTION

That the above leave be granted.

S U B J E C T   R E P O R T - Resignations/Terminations

Panayiotis Hadjimitsos	Assistant Dean of Science, Business, and Computer Technology Science, Business, and Computer Technology	Effective: 12/1/23
Remonia Murrell	P.T. Accounts Payable Clerk  Accounts Payable	Effective: 11/30/23
Russell Van Buren	P.T. Community Service Officer Police Department	Effective: 12/4/23

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R E C O M M E N D E D   A C T I O N

That the above be approved as presented.

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

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Cynthia Anderson	Dean, Academic Development/Academic Outreach Academic Outreach Administrative and Professional	Reclassified to: Dean, Liberal Arts Liberal Arts Effective: 1/8/24

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RECOMMENDED ACTION  
That the above be approved as presented.

**NEW BUSINESS**

- \*12.1 Intergovernmental Agreement Between the Orland Fire Protection District and Moraine Valley Community College for Fleet Maintenance and Repair Services Enclosed
- \*12.2 Radiography Testing/NDE Equipment Bid Enclosed
- \*12.3 Summer 2024 “Explore” Mailer Bid Enclosed
- \*12.4 Demo Dose MedDispense Purchase December 2023 Enclosed
- \*12.5 Centrella Smart Hospital Bed Purchase December 2023 Enclosed
- \*12.6 Automotive Technology Training Materials Purchase December 2023 Enclosed
- \*12.7 Re-Inventory and Appraisal of Fixed Assets Request for Proposal 2023 Enclosed
- \*12.8 Board Policy 7122 Revision - Appointment of Administration & Staff Enclosed
- \*12.9 Board Policy 7130 Revision - Personnel Records Enclosed
- \*12.10 Board Policy 7281 Revision – Holidays Enclosed
- \*12.11 Board Policy 7283.3 Revision – Bereavement Leave Enclosed
- \*12.12 New Board Policy 7283.7 – Personal Leave Enclosed
- \*12.13 Review of Closed Session Written Minutes and Audio Tapes Enclosed
- \*12.14 Approval of New Associate of Applied Science Program: Diagnostic Medical Sonography Enclosed
- \*12.15 Adoption of Resolution Setting Forth Tax Levies for 2023 and Approval of Tax Certificate of Tax Levy for 2023 Enclosed
- \*12.16 Property Tax Limitation Resolution Enclosed
- \*12.17 Resolution abating the tax heretofore levied for the year 2023 to pay debt service on General Obligation Refunding Bonds (Alternative Revenue Source), Series 2022, of Community College District No. 524, County of Cook and State of Illinois Enclosed
- \*12.18 Approval of Professionals Organization Collective Bargaining Agreement Enclosed

DATE: December 6, 2023

TO: Dr. Ryen Nagle  
Vice President of Academic Affairs

FROM: Jane M. Bentley  
Director of Purchasing

RE: **Radiography Testing/NDE Equipment 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, November 2, 2023, at 11:00 AM in Room L187. Two (2) bids and one (1) "no bid" responses 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 College's Nondestructive Testing (NDT) equipment is over twenty-five (25) years old, is technologically outdated and has reached the end of useful life. The purchase of this new, specialized equipment will allow the College to effectively and efficiently train and educate students on the latest NDT technologies and best introduce the students to comparable equipment that will allow for an easier transition to what is used in the job field today.

Substitute or equivalent items similar to those specified in the bidding document were allowable. Upon review of the bid submission by the NDT Faculty, R-Con Nondestructive Test Consultants, Inc, of Menomonie, Wisconsin, submitted a suitable equivalent and therefore, has satisfied requirements. Funding for the purchase of this equipment will be through the FY 2023 Congressionally Funded Community Projects Grant that was awarded to the College.

**RECOMMENDED ACTION:** Whereas R-CON Nondestructive Test Consultants, Inc. of Menomonie, Wisconsin, has submitted the lowest responsible 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 **\$55,456.00 to R-CON Nondestructive Test Consultants, Inc.** for the Radiography Testing/NDE Equipment Bid.

DATE: December 11, 2023

TO: Dr. Kiana Battle  
Vice President for Institutional Advancement and Executive Assistant to the President

FROM: Jane M. Bentley  
Director of Purchasing

RE: **Summer 2024 “Explore” Mailer 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. Bids were opened on Monday, December 4, 2023, at 11:15 AM, in Room L 187. Two (2) bids and four (5) “no bid” were received. The results of the bid are on the attached sheet. Because the specifications are unique to the requirements of the College, the pricing for this bid was not via State contract or consortium contracts. Funding for this request will be through the college’s Marketing Department budget.

The “Explore” mailer is a marketing publication distributed three (3) times per year in the fall, spring, and summer, to district residents and businesses to promote the college, its programs and services. While the college traditionally has solicited bids once annually for all three semesters, the lack of reliable supply and fluctuating costs in the current paper market has resulted in bidding semester-to-semester for this publication.

**RECOMMENDED ACTION:** Whereas Precise Printing Network, 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 **\$33,110.00 to Precise Printing Network** for the printing of the “Explore” mailer for Summer 2024.

DATE: December 11, 2023

TO: Dr. Pamela Haney  
President

FROM: Debi Savage  
Director of Nursing

Dr. LoShay Willis  
Dean, Career Programs

Dr. Ryen Nagle  
Vice President, Academic Affairs

RE: **Demo Dose® MedDispense Purchase December 2023**

Nursing students need to develop skills in medication management, including preparing and dispensing medications. Many hospitals and nursing homes where MVCC students complete their clinical experiences limit student nurses' access to their automated medication delivery systems. This restriction limits the student's ability to adequately practice getting the right medication out of the machine for the right patients at the right time and learning how to incorporate this part of medication management into their daily nursing practice.

The college's Nursing program currently has three (3) Demo Dose® MedDispense machines on main campus that are shared between six (6) simulated patient rooms. Having an additional Demo Dose® MedDispense machine will allow students more practice time and efficiency by enabling students and faculty to spend more time on patient care and debriefing versus moving between rooms to get patient medications.

The college is requesting the purchase of one (1) Demo Dose® MedDispense machine. This educational unit is designed to replicate a real hospital medication delivery system such as Pyxis or Omnicell. The Demo Dose® MedDispense unit dispenses "medications", which contain inert ingredients, designed to simulate real medications. The equipment has a touchscreen computer and a barcode scanner to replicate the hospital environment.

Lab staff and faculty can program different patient profiles and medication orders into the Demo Dose® MedDispense for realistic nursing experience. Practice using this machine will lead to increased clinical readiness, decreased new graduate nurse stress in their first job, and increased NCLEX success. This new Demo Dose® MedDispense machine will be installed in the B129 simulation room on the first floor of the B building. TouchPoint Medical is the sole source manufacturer of this unit for educational purposes only, which is exclusively distributed by Pocket Nurse and is not available through any other channel. Funding for this purchase will be through the FY24 ICCB PATH grant.

**RECOMMENDED ACTION:** Whereas Pocket Nurse, of Monaca, Pennsylvania is the sole distributor for the manufacturer of the Demo Dose® MedDispense, it is recommended that the Board of Trustees

approve and authorize the issuance of a purchase order in the amount of **\$29,300.00 to Pocket Nurse** for the purchase of the TouchPoint Medical Demo Dose® MedDispense unit exclusive to Pocket Nurse.

DATE: December 11, 2023

TO: Dr. Pamela Haney  
President

FROM: Debi Savage  
Director of Nursing

Dr. LoShay Willis  
Dean, Career Programs

Dr. Ryen Nagle  
Vice President, Academic Affairs

RE: **Centrella Smart Hospital Bed Purchase December 2023**

The hospital beds utilized by the college's nursing program for training on the main campus and at the Education Center at Blue Island are Baxter Hillrom beds. These beds are used by many of the hospitals and nursing homes where MVCC students complete their clinical experiences.

The college is requesting to purchase five (5) new Baxter Hillrom Centrella Smart+ hospital beds for use on the main campus in Building B. Maintaining our hospital bed equipment to that used in the field and in good working order is vital to the program. These beds accommodate and prevent damage to the college's simulated manikins. Additionally, students will gain more practice and allow for more of a realistic nursing experience; students require practice in operating hospital-grade beds while taking care of patient manikins during simulations. This can improve learning outcomes for all nursing students during their clinical and simulation courses as well as be better prepared to pass the NCLEX-RN exam.

Baxter Hillrom is the sole source manufacturer and distributor of new Centrella Smart+ hospital beds in the United States. Funding for this purchase will be through the ICCB FY24 PATH grant.

**RECOMMENDED ACTION:** Whereas Baxter Hillrom, of Batesville, Indiana is the sole manufacturer and distributor for the Centrella Smart+ hospital bed, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order in the amount of **\$37,570.60 to Baxter Hillrom** for the purchase of five (5) Baxter Hillrom Centrella Smart+ hospital beds.

DATE: December 6, 2023

TO: Dr. Pamela Haney  
President

FROM: Ira Siegel  
Program Coordinator and Professor, Automotive Technology

Dr. LoShay Willis  
Dean, Career Programs

Dr. Ryen Nagle  
Vice President, Academic Affairs

RE: **Automotive Technology Training Material Purchase December 2023**

The Automotive Technology program is certified by the National Institute for Automotive Service Excellence (ASE) and the most important academic subject area within our Master Automobile Service Technology Accreditation (the highest level of program accreditation recognized by ASE) is Electrical/Electronic Systems. Because of continuous evolution of advanced electronic systems in vehicles, it is imperative that today's automotive technology students have a clear understanding of automotive electricity and electronics.

ATech Training is a world leader in the design and development of trainers and courseware for many automotive manufacturers like Stellantis and Nissan (two of our manufacturer partnerships), the military, and educational institutions. ATech Training is an accredited Training Provider, certified by ASE.

To provide the most current and up to date training for our students, it is requested to purchase Fifteen (15) ATech trainers with associated courseware for student use for the college's automotive courses. ATech Training is the sole source manufacturer and sole distributor of these trainers for our region of the country. Funding for this request will be through the FY 24 Perkins V grant.

**RECOMMENDED ACTION:** Whereas ATech Training, of Walton, Kentucky, is the sole manufacturer and distributor for our region for the ATech trainers, it is recommended that the Board of Trustees approve this purchase and authorize the issuance of a purchase order in the amount of **\$71,746.95** for the purchase of the ATech trainers for the college's Automotive Technology Program.

DATE: December 11, 2023

TO: Theresa O'Carroll  
Vice President of Financial and Business Services/College Treasurer

FROM: Michael Cipolla  
Controller

RE: **Re-inventory and Appraisal of Fixed Assets Request for Proposal (RFP)**

The college issued an RFP in November 2023 seeking a vendor to establish a relationship with for inventory of fixed assets services. Per the college's fixed asset policies and procedures, every three (3) years the college, assisted by an outside inventory firm, does a full campus inventory to verify the fixed asset inventory. The last inventory was completed in 2018. Our 3-year cycle was delayed due to the COVID pandemic and budget constraints the last few years.

Specifications were sent to seven (7) vendors. The RFP was also advertised in a local newspaper and on the college's website. Two (2) responses and two (2) declination responses were received. As part of the FY 24 budget process, the Finance Department requested funds to complete the inventory during Fiscal Year 2024.

The awarded vendor will inventory, evaluate and report on the buildings, movable assets and site improvements. The inventory will take place the week of March 11, 2024, when classes are not in session. Upon review of the proposals received and verification of references by the Finance team, it was determined that Asset Control Solutions Inc., of Hoffman Estates, Illinois, submitted a proposal that best benefited the college based upon the criteria set forth in the proposal documents. Incorporated in 2005, Asset Control Solutions provides fixed asset inventory and appraisal services to public sector clients nationwide. Their client history includes institutions such as: Harper College in Palatine, Illinois and Highland Community College in Freeport, Illinois.

**Recommendation:**

Whereas Asset Control Solutions, Inc. of Hoffman Estates, Illinois submitted a proposal that best benefited the college based upon the criteria set forth in the proposal documents, it is recommended that the Board of Trustees authorize the issuance of a purchase order in the amount of **\$29,750.00 to Asset Control Solutions, Inc.** for the re-inventory and appraisal of fixed assets at Moraine Valley Community College.

**REVISED BOARD POLICY:**  
**HUMAN RESOURCES**  
**#7122 – APPOINTMENT OF ADMINISTRATION & STAFF**

The revised policy is attached.

**Recommended Action:**

It is recommended that the Board approve the revision to Board Policy #7122 – Appointment of Administration & Staff, as presented.

## Human Resources

### Appointment of Administration & Staff

~~It is essential that a continuous program of recruitment and an established procedure of appointment of personnel be in effect. The establishment and general supervision of such a program and procedure is a major responsibility of the President. As soon as openings are known, the appropriate vice president or Executive Leadership Team member shall inform the President of anticipated position openings.~~

~~Selection of an applicant to be recommended for employment is the responsibility of the appropriate administrative head in consultation and coordination with Human Resources. Full-time personnel shall be appointed by the Board, upon the recommendation of the President.~~

~~In the unusual case where circumstances warrant appointment without delay to fill a position critical to carry out the functions of the College, the President may tentatively appoint an individual to fill such critical position. The President will promptly notify the Board of Trustees of the appointment. If any Board member wishes a full Board consideration of the appointment, that member shall notify the President and Board Chair of the request within 48 hours of the President's notification, and a special Board meeting will be scheduled to consider the appointment. In the absence of such notice, the appointment will be final. The President will publicly report the appointment to the Board at the next regular Board meeting.~~

~~The Board authorizes the President to make part-time and temporary appointments, which shall be reported to the Board at the next regular or special meeting of the Board.~~

The Board has the sole authority to employ the College President.

The Board delegates to the College President the authority to employ and dismiss full- and part-time staff members in accordance with administrative procedures and the law. The College President shall report these appointments and separations at the next Board meeting.

Legal Reference:                    *Illinois Public Community College Act*  
110ILCS 805/3-26: Chief administrative officer, personnel  
and teachers – Appointment and salaries

Policy  
Adopted: 4/20/70  
Amended: 10/12/95  
Amended: 12/17/09  
Reviewed: 6/17/15  
Amended: 5/18/16

MORAIN VALLEY COMMUNITY COLLEGE  
Palos Hills, Illinois

**REVISED BOARD POLICY:**  
**HUMAN RESOURCES**  
**#7130 – PERSONNEL RECORDS**

The revised policy is attached.

**Recommended Action:**

It is recommended that the Board approve the revision to Board Policy #7130 – Personnel Records, as presented.

## Human Resources

### Personnel Records

The ~~Director of~~ Chief Human Resources Officer shall be responsible for organizing and safekeeping files of relevant information on all personnel employed by the college.

1. Files shall be maintained on all employees, an active one for those currently employed and an inactive one for those previously employed.
2. An employee may request to inspect all or any part of his or her records. Upon an employee's written request, a copy of the requested record may be mailed or emailed to the address provided by the employee.
- ~~2. Personnel records shall be available only to those individuals approved by the President.~~
- ~~3. A personnel record may not be copied or removed from the office of the Director of Human Resources without her/his express approval in writing.~~
3. Access to personnel files shall be limited to Human Resources staff, an employee's supervisor/manager, or other College employees with a legitimate business need. Disclosures to an employee's representative or other third party shall be made in accordance with law.
4. The records shall include material relevant to the academic and professional preparation for the position held, the level of professional performance, and personal status which is required for operation of plans such as insurance, leave, vacation, promotion, and retirement. No item shall be included in such records that are not relevant to appointment, advancement, retention, and retirement of the person as an employee of the college. Special care shall be exercised to validate all information. If an employee disagrees with any of the information contained in the personnel record, a removal or correction of that information may be mutually agreed upon by the Chief Human Resources Officer and the employee. If an agreement cannot be reached, an employee may submit a written statement explaining the employee's position. The statement shall be included in the personnel record.

Legal Reference: (820 ILCS 40/) Personnel Record Review Act

#### Policy

Adopted: 4/20/70  
Amended: 10/12/95  
Amended: 12/17/09

MORAIN VALLEY COMMUNITY COLLEGE  
Palos Hills, Illinois

Reviewed: 6/17/15

**REVISED BOARD POLICY:**  
**HUMAN RESOURCES**  
**#7281 – HOLIDAYS**

The revised policy is attached.

**Recommended Action:**

It is recommended that the Board approve the revision to Board Policy #7281 – Holidays, as presented.

## Human Resources

### Holidays

1. Policy - To provide a competitive paid time off benefit for recognition of traditional holidays.
  - A. Eligibility: Only regular full-time and part-time employees are eligible for holiday pay or as per contract.
  - B. Entitlement: The following ~~thirteen-fourteen~~ days are recognized as **authorized standard** holidays. **Each Fall, the Board shall approve the holiday schedule. The Board may amend the calendar as necessary.** ~~Holiday pay is for one standard eight-hour shift or in the case of regularly scheduled part-time employees, who receive pro-rated holiday pay based upon their established scheduled work week.~~

<b>Holiday</b>	<b>Date Observed</b>
Independence Day	July 4
Labor Day	First Monday in September
Day before Thanksgiving	Fourth Wednesday in November
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Fourth Friday in November
Christmas Day <b>plus one additional day</b>	December 25
<b>Day before or after Christmas Day</b>	<b>As scheduled</b>
New Year's Day <b>plus one additional day</b>	January 1
<b>Day before or after New Year's Day</b>	<b>As scheduled</b>
Martin Luther King's <b>Birth</b> day Jr. Day	Third Monday in January
President's Day	Third Monday in February
Floating Holiday	As scheduled
Memorial Day	Last Monday in May
<b>Juneteenth</b>	<b>June 19</b>

- C. Rate of Pay: **Holiday pay is for one standard eight-hour shift or in the case of regularly scheduled part-time employees, who receive pro-rated holiday pay based upon their established scheduled work week.**
- D. Saturday/Sunday Observance: Authorized holidays which fall on Saturday will be observed on the preceding Friday; authorized holidays which fall on Sunday will be observed on the following Monday, except when designated otherwise by the President.
- DE. Attendance Requirement: To be eligible for holiday pay, an employee must work the last regularly scheduled work day preceding the holiday and the first regularly scheduled work day following the holiday.

7281 cont.

An employee who is on leave of absence will not receive holiday pay.

**EF.** Vacations: Should a holiday occur during an employee's scheduled vacation, the employee will receive holiday pay for that day rather than vacation allowance.

This is true even though the holiday falls on an off-duty day.

**FG.** Work on Holidays: Non-exempt employees required to work on a scheduled holiday, will be paid 1-1/2 times their regular rate for hours worked, in addition to their regular holiday pay. A paid holiday not worked will be credited as a regular workday for computation of overtime.

Policy

Adopted: 4/20/70  
Amended: 12/18/79  
Amended: 1/18/84  
Amended: 11/20/84  
Amended: 4/18/89  
Amended: 10/12/95  
Reviewed: 12/17/09  
Amended: 6/17/15

MORAIN VALLEY COMMUNITY COLLEGE  
Palos Hills, Illinois

**REVISED BOARD POLICY:**  
**HUMAN RESOURCES**  
**#7283.3 – BEREAVEMENT LEAVE**

The revised policy is attached.

**Recommended Action:**

It is recommended that the Board approve the revision to Board Policy #7283.3 – Bereavement Leave, as presented.

## Human Resources

### Bereavement Leave

Administrative & Professional and Administrative Classified staff shall be granted up to 5 days of paid bereavement leave and 5 days of unpaid bereavement leave to:

1. Attend the funeral or alternative of an immediate family member;
2. Make arrangements necessitated by the death of an immediate family member;
3. Grieve the death of an immediate family member; or
4. Be absent from work due to (a) a miscarriage; (b) an unsuccessful round of intrauterine insemination or an assisted reproductive technology procedure; (c) a failed adoption match or an adoption that is not finalized because it is contested by another party; (d) a failed surrogacy agreement; (e) a diagnosis that negatively impacts pregnancy or fertility; or (f) a stillbirth.

Immediate family means an employee's spouse, domestic partner, parent, stepparent, parent-in-law, child (biological, adopted, foster, legal ward, or otherwise acting in loco parentis), stepchild, child-in-law, sibling, stepsibling, sibling-in-law, grandparent, grandparent-in-law, grandchild, or relative living in the employee's household.

Reasonable documentation must be submitted to Human Resources. Documentation may include a death certificate, a published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. For leave resulting from an event listed in item 4, reasonable documentation shall include a form ~~from the Department of Labor~~ provided by Human Resources filled out by a healthcare practitioner or ~~documentation from~~ an adoption agency or surrogacy organization. An employee requesting leave for an event listed in item 4 is not required to disclose which category of the event the leave pertains.

Bereavement leave must be completed within 60 days. In the event of the death of more than one immediate family member in a 12-month period, an employee shall be entitled to up to 6 weeks of bereavement leave. Bereavement leave shall be noncumulative.

The bereavement policy with respect to faculty bargaining unit members, support staff bargaining unit members, and police department bargaining unit members shall be as contained in the respective collective bargaining agreements, as it may be modified in the future.

Legal Reference:                      820 ILCS 154/ Family Bereavement Leave Act

Policy  
Adopted: 4/20/70  
Amended: 9/25/73  
Amended: 12/18/79  
Amended: 5/22/90  
Reviewed: 10/12/95  
Amended: 12/17/09  
Reviewed: 6/17/15  
Amended: 10/18/22

MORAIN VALLEY COMMUNITY COLLEGE  
Palos Hills, Illinois

**NEW BOARD POLICY:**  
**HUMAN RESOURCES**  
**#7283.7 – PERSONAL LEAVE**

The new policy is attached.

**Recommended Action:**

It is recommended that the Board approve the proposed new Board Policy #7283.7 – Personal Leave, as presented.

# NEW PROPOSED POLICY

7283.7

## Human Resources

### Personal Leave

Full-time employees, with limited exceptions, shall be granted 40 hours at the beginning of the 12-month period or upon hire. Part-time employees, with limited exceptions, shall be granted a prorated number of hours, consistent with their work schedule, at the beginning of the 12-month period or upon hire. The 12-month period shall be July 1 – June 30.

Personal leave may be used for any reason and documented in accordance with administrative procedures. New employees may begin using personal leave after 90 days of employment. Personal leave shall be noncumulative. Unused leave shall not be paid upon separation.

Exceptions include:

- Student employees – Individuals enrolled in and regularly attending classes who are employed on a temporary basis at less than full-time at the college;
- Short-term employees – Individuals employed no more than 2 consecutive quarters of a calendar year and with no reasonable expectation that they will be rehired in a subsequent calendar year; and
- Employees covered by a valid collective bargaining agreement in effect on January 1, 2024, shall be temporarily exempt subject to future contract negotiations.

Legal Reference: 820 ILCS 192/ Paid Leave for All Workers Act

Policy  
Adopted:

MORAIN VALLEY COMMUNITY COLLEGE  
Palos Hills, Illinois

**REVIEW OF CLOSED SESSION WRITTEN MINUTES AND AUDIO TAPES**

In January 1989, Public Act 85-1355 became law and requires that public bodies meet and review, at least on a semi-annual basis, written minutes of all closed session meetings to determine whether the need for confidentiality still exists.

In January 2004, Public Act 93-0523 became law and requires that public bodies also keep a verbatim record of all closed session meetings in the form of an audio or video recording. The verbatim recording is to be kept confidential for a minimum of 18 months and may be destroyed after the public body approves the written minutes of that closed session and approves the destruction of the recording.

It has been at least 18 months since the adjournment of several recorded closed session meetings; the Board has previously determined that the written minutes of these meetings can be released.

**Recommended Action:**

It is recommended that the written minutes of the closed session(s) held on May 8, 2023; May 10, 2023; May 11, 2023; May 16, 2023; June 20, 2023; August 7, 2023; and October 17, 2023 be released. Additionally, it is recommended that the audio/digital recordings of the March 15, 2022 closed session meeting(s) be destroyed.

December 19, 2023  
Item 12.13:

Written Minutes:

- Recommend that the written minutes of the following closed session meetings be released:

May 8, 2023  
May 10, 2023  
May 11, 2023  
May 16, 2023  
June 20, 2023  
August 7, 2023  
October 17, 2023

Audio Tapes:

- Recommend that the audio/digital recordings of the following closed session meetings be destroyed (at least 18 months has passed since the closed session meeting was adjourned; the content has previously been approved; and the Board has voted to release the written minutes of these meetings):

March 15, 2022

**APPROVAL OF NEW ASSOCIATE OF APPLIED SCIENCE PROGRAM:**  
**DIAGNOSTIC MEDICAL SONOGRAPHY AAS**

(See attached rationale)

**Recommended Action:**

It is recommended that the Board of Trustees approve a new Associate of Applied Science program for Diagnostic Medical Sonography, effective fall 2024.



**To:** Dr. Pamela Haney

**From:** Dr. Ryen Nagle *RN*

**Date:** December 6, 2023

**Subject:** New Diagnostic Medical Sonography A.A.S Program

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Enclosed are the documents to propose the following new degree program:

- Diagnostic Medical Sonography A.A.S.

The curriculum materials have been reviewed and approved at each step of the college's curriculum review process. Therefore, based upon the review of this new A.A.S. degree and the support for these programs, I recommend that this Diagnostic Medical Sonography A.A.S. program be presented to the Board of Trustees at its December meeting.

Thank you for your consideration of this recommendation.

Attachments

*Pamela Haney*  
*12-06-23*

**DATE:** November 30, 2023  
**TO:** Moraine Valley Board of Trustees  
**FROM:** Dr. Ryen Nagle, Vice President of Academic Affairs  
**RE:** Diagnostic Medical Sonography A.A.S. Program Approval

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The Moraine Valley Curriculum Development Group and the Curriculum Review Team have both approved the curriculum of the **Diagnostic Medical Sonography A.A.S.** program effective fall 2024.

The **Diagnostic Medical Sonography A.A.S.** is a 62-credit hour program designed to provide students with the skills needed to gain careers in the profession of Diagnostic Medical Sonography. Graduates are eligible for employment in hospitals, clinics, and physicians' offices. The program includes instruction in Sonographic technique, theory, patient positioning for diagnostic procedures and progressive clinical experience.

Individuals completing the **Diagnostic Medical Sonography** program would be well-suited and have the skills necessary to work as Diagnostic Medical Sonographers. Diagnostic medical sonographers are in high demand across the country. Many hospitals, clinics, doctor's offices, and other healthcare facilities are looking for qualified sonography professionals to join their healthcare teams.

According to the U.S. Bureau of Labor Statistics, demand will only continue to grow. While the average growth rate for all professions is 8%, the growth rate for diagnostic medical sonographers is 14%, a growth rate that is much faster than average. As of 2020, there are more than 134,000 jobs for diagnostic medical sonographers available in the United States. The U.S. Bureau of Labor Statistics predicts that the number will grow to more than 153,000 by 2030.

Overall employment of diagnostic medical sonographers is projected to grow 10% from 2022 to 2032, much faster than the average for all occupations. About 9,600 openings for diagnostic medical sonographers are projected each year, on average. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force or retire.

The curriculum materials have been reviewed and approved at each step of the college's curriculum review process. Therefore, based upon this review of this new program, I recommend it be presented to the Board of Trustees for consideration at its December meeting.

Thank you for your consideration of this recommendation.

*Moraine Valley Community College*  
**Diagnostic Medical Sonography (A.A.S.)**  
*Proposed Effective Date: August 15, 2024*

**62 Credit Hours**

**Curriculum Prefix/Code: DMS-1341**

**CIP Code: 51.0910**

This program prepares graduates for professional careers in the profession of Diagnostic Medical Sonography. Graduates are eligible for employment in hospitals, clinics, and physicians' offices. The program includes instruction in Sonographic technique, theory, patient positioning for diagnostic procedures and progressive clinical experience.

Admitted students who wish to earn an associate in science degree in addition to an associate in applied science degree should consult with an advisor in the Academic Advising Center.

Employment for Diagnostic Medical Sonographers is expected to grow faster than average for many occupations, as the healthcare industry grows so does the need for highly skilled sonographers who provide medical services under the supervision of a licensed medical doctor. While a significant increase in sonographers' employment is anticipated, job seekers are likely to face competition from many other qualified applicants for most openings.

\*BIO 180, MRT 110, MTH 109 or MTH 139 or higher must have been completed prior to application or in progress the semester of application.

**A. Required General Education Courses –20 credit hours**

COM-101	Composition I	3
*BIO-180	Human Anatomy & Physiology I	4
BIO-181	Human Anatomy and Physiology II	4
*MTH-109	Math for Allied Health	2
Or		
MTH-139	Probability and Statistics	
Or higher		
____-____	Select one credit hours from	3
	Social/Behavioral Sciences: ANT, ECO, GEO, HIS, PSC, PSY, SOC, SSC	

**B. Required Career Courses – 46 credit hours**

CIS-115	Microsoft Office I	3
*MRT-110	Medial Terminology	3
DMS-101	Fundamentals of Ultrasound	1
DMS-102	Patient Care and Procedures	2
DMS-103	Abdominal Sonography I	3
DMS-104	OB/GYN Sonography I	3

DMS-105	Abdominal Sonography II	3
DMS-106	OB/GYN Sonography II	3
DMS-107	DMS Clinical Practicum I	1
DMS-108	Legal and Ethical Procedures (1hr lecture 2hr lab)	2
DMS-109	Principles and Instrumentation I	3
DMS-110	DMS Clinical Practicum II	1
DMS-211	Principles and Instrumentation II	3
DMS-212	Fundamentals of Vascular Sonography (1hr lecture 2hr lab)	2
DMS-213	DMS Clinical Practicum III	4
DMS-214	Sonography Applications	2
DMS-215	DMS Clinical Practicum IV	4
DMS-216	Imaging and Cross-Sectional Anatomy	3

*Moraine Valley Community College*  
**Diagnostic Medical Sonography (A.A.S.)**  
*Proposed Effective Date: August 15, 2024*

**62 Credit Hours**  
**Curriculum Code: 1341**

**Suggested Schedule**

**The courses listed below must be taken prior to admission into the DMS Program. This schedule will be used for the first/initial DMS cohort with the anticipated start date of Fall 2023. \*BIO 180, MRT 110, MTH 109 or MTH 139 or higher must have been completed prior to application or in progress the semester of application.**

BIO-180	Human Anatomy & Physiology I	4
MRT-110	Medical Terminology	3
MTH-109	Math for Allied Health	2
OR		
MTH-139	Probability and Statistics	4
Or higher		

Semester 1 Fall (12 Credit Hours)

DMS-101	Fundamentals of Ultrasound (First 8 weeks)	1
DMS-102	Patient Care and Procedures (Second 8 weeks)	2
DMS-103	Abdominal Sonography I	3
DMS-104	OB/GYN Sonography I	3
COM-101	Composition I	<u>3</u>
		<b>12</b>

Semester 2 Spring (11 Credit Hours)

BIO-181	Human Anatomy and Physiology II	4
DMS-105	Abdominal Sonography II	3
DMS-106	OB/GYN Sonography II	3
DMS-107	DMS Clinical Practicum I	<u>1</u>
		<b>11</b>

Semester 3 Summer (12 Credit Hours)

DMS-108	Legal and Ethical Procedures	2
DMS-109	Principles and Instrumentation I	3
DMS-110	DMS Clinical Practicum II	1
_____	Social or Behavioral Sciences elective	<u>3</u>
		<b>12</b>

Semester 4 Fall (12 Credit Hours)

DMS-211	Principles and Instrumentation II	3
CIS 115	Microsoft Office I	3
DMS-212	Fundamentals of Vascular Sonography	2

DMS-213	DMS Clinical Practicum III	<u>4</u>
		<b>12</b>
<u>Semester 5 Spring ( 9 Credit Hours)</u>		
DMS-214	Sonography Applications	2
DMS-215	DMS Clinical Practicum IV	4
DMS-216	Imaging and Cross-Sectional Anatomy	<u>3</u>
		<b>9</b>

**ADOPTION OF RESOLUTION SETTING FORTH TAX LEVIES FOR 2023 AND**  
**APPROVAL OF CERTIFICATE OF TAX LEVY FOR 2023**

This resolution sets forth the levy recommended at the November 14, 2023 Board meeting. The Certificate of Tax Levy is a part of this resolution. See attached resolution.

**Recommended Action:**

It is recommended that the Board of Trustees adopt the Resolution Setting Forth Tax Levies for 2023 and approve the Certificate of Tax Levy for 2023.

**MORAIN VALLEY COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT NO. 524  
COOK COUNTY, ILLINOIS**

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**RESOLUTION SETTING FORTH TAX LEVIES FOR 2023**

**“BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 524, COUNTY OF COOK AND STATE OF ILLINOIS, AS FOLLOWS:**

**SECTION 1:** That the sum of Twenty-Six Million Seven Hundred Twenty Thousand Two Hundred Fifty Dollars (\$26,720,250) be levied as a tax for Educational purposes; and the sum of Nine Million One Hundred Two Thousand Dollars (\$9,102,000) be levied as a tax for Operations and Maintenance purposes; and the sum of One Million Seventy-Five Thousand Dollars (\$1,075,000) be levied as a special tax for the purposes of Local Government and Governmental Employees Tort Immunity Act; and the sum of One Hundred Six Thousand Five Hundred Dollars (\$106,500) be levied as a special tax for Financial Audit purposes; and the sum of One Million Dollars (\$1,000,000) be levied as a special tax for Protection Health and Safety purposes on the equalized assessed value of the taxable property of Community College District 524, County of Cook and State of Illinois, for the year 2023 to be collected in the year 2024; and that the levy for the year 2023 be allocated 50% for Fiscal Year 2024 and 50% for Fiscal Year 2025.

**SECTION 2:** That the Secretary of the Board of Trustees of Community College District 524, County of Cook and State of Illinois, is hereby authorized and directed to file a Certificate of Tax Levy in substantially the form that is attached hereto with the County Clerk of Cook County, Illinois, on or before the last Tuesday of December 2023.

**SECTION 3:** That this resolution shall be in full force and effect from and after its passage, approval and filing, as provided by law.

**SECTION 4:** That the Chairperson is authorized to execute the attached Certificate of Compliance with the Truth in Taxation Act.

PASSED this 19th day of December, 2023.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Chairperson, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees

**CERTIFICATE OF TAX LEVY**

Community College District No 524 County Cook

Community College District Name Moraine Valley District 524 and State of Illinois hereby certify that we require:

the sum of \$ 26,720,250 to be levied as a tax for educational purposes, and

the sum of \$ 9,102,000 to be levied as a tax for operations and maintenance purposes, and

the sum of \$ - to be levied as an additional tax for educational and operations and maintenance purposes, and

the sum of \$ 1,075,000 to be levied as a special tax for the purposes of Local Government and Governmental Employees Tort Immunity Act, and

the sum of \$ - to be levied as a special tax for Social Security and Medicare insurance purposes, and

the sum of \$ 106,500 to be levied as a special tax for financial audit purposes, and

the sum of \$ 1,000,000 to be levied as a special tax for protection, health and safety purposes, and

the sum of \$ - to be levied as a special tax for (specify) \_\_\_\_\_ purposes, on the taxable property of our community college district for the year 2023.

Signed this 19th day of December, 2023 \_\_\_\_\_  
MVCC Chairperson of the Board

\_\_\_\_\_  
MVCC Secretary of the Board

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community College Board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district, which have not been paid in full four.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

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**DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT**

This is to certify that the Certificate of Tax Levy for Community College District No. 524 County of Cook and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2023 was filed in the office of the County Clerk of this county on \_\_\_\_\_, 2023.

In addition to an extension of taxes authorized by levies made by the board of said community college district, an additional extension(s) will be made, as authorized by the resolution on file with this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 2023 is

\$ \_\_\_\_\_.

\_\_\_\_\_  
Date County Clerk and County

**COOK COUNTY TRUTH IN TAXATION LAW**

**CERTIFICATE OF COMPLIANCE**

I, Beth McElroy Kirkwood, hereby certify that I am the presiding officer of Community College District No. 524, Moraine Valley Community College, and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code - Truth in Taxation Law, 35 ILCS 200/18-55, *et seq.* (2002).

This certificate applies to the 2023 tax levy.

\_\_\_\_\_  
Beth McElroy Kirkwood, Chair  
Board of Trustees

December 19, 2023  
Date

**PROPERTY TAX LIMITATION RESOLUTION**

See attached resolution.

**Recommended Action:**

It is recommended that the Board of Trustees adopt the Property Tax Limitation Resolution as presented.

## Property Tax Limitation Resolution

**BE IT RESOLVED** that the following funds not be limited by the Tax Limitation Act and that levies be no less than the following amounts:

Life Safety	\$ 1,000,000
Audit	106,500
Liability Ins. and Tort	1,075,000

Funds to be limited if necessary:

Education	26,720,250
not below	25,918,642
Building (O&M)	9,102,000
not below	8,919,960

Adopted this 19th day of December 2023

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Chair  
Board of Trustees

MINUTES of a regular public meeting of the Board of Trustees of Moraine Valley Community College, Community College District No. 524, County of Cook and State of Illinois, held on Tuesday, December 19, 2023, at 6:00 p.m. in Building D, Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465-0937. Meeting was conducted in person with virtual access provided by teleconference online or by phone with all meeting content and public comments, via phone or otherwise, being recorded.

\* \* \*

The meeting was called to order by Chair Beth McElroy Kirkwood. Upon the roll being called, Beth McElroy Kirkwood, Chair, and the following Trustees were present in-person, via phone or online: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

and \_\_\_\_\_ (non-voting student member).

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_

The Chair announced that the next item of business before the Board of Trustees was the consideration of a resolution abating the tax heretofore levied for the year 2023 to pay debt service on the District's General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022.

Whereupon Member \_\_\_\_\_ presented and the Secretary read by title a resolution as follows, copies of which were made available to all in attendance at said meeting who requested a copy:

RESOLUTION abating the tax heretofore levied for the year 2023 to pay debt service on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022, of Community College District No. 524, County of Cook and State of Illinois.

\* \* \*

WHEREAS, the Board of Trustees (the "*Board*") of Community College District No. 524, County of Cook and State of Illinois (the "*District*"), by resolution adopted on the 17th day of August, 2021, as amended by a notifications of sale (the "*Resolution*"), did provide for the issue of \$25,055,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022, dated March 7, 2022 (the "*Bonds*"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the District hereby determines that the Pledged Revenues (as defined in the Resolution) will provide an amount sufficient to pay any principal of or interest on the Bonds when due in that bond year (December 1 and June 1), so as to enable the abatement of the Pledged Taxes (as defined in the Resolution) levied for the same in accordance with Section 13 of the Resolution; and

WHEREAS, it is necessary and in the best interests of the District that the tax heretofore levied for the year 2023 to pay principal and interest on the Bonds be abated:

NOW, THEREFORE, Be It and It is Hereby Resolved by the Board of Trustees of Community College District No. 524, County of Cook and State of Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

*Section 2. Abatement of Tax.* The tax heretofore levied for the year 2023 in the Resolution is hereby abated in its entirety.

*Section 3. Filing of Resolution.* Forthwith upon the adoption of this Resolution, the Secretary of the Board shall file a certified copy hereof with the County Clerk of the County of Cook, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2023 in accordance with the provisions hereof.

*Section 4. Effective Date.* This Resolution shall be in full force and effect forthwith upon its adoption.

Adopted December 19, 2023.

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Chair, Board of Trustees

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Secretary, Board of Trustees

\* \* \*

Member \_\_\_\_\_ moved and Member \_\_\_\_\_ seconded the motion that said resolution, as presented and read by \_\_\_\_\_, be adopted.

After a full discussion thereof, the Chair directed that the roll be called for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NAY: \_\_\_\_\_

Whereupon the Chair declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the Secretary to record the same in the records of the Board of Trustees of Moraine Valley Community College, Community College District No. 524, County of Cook and State of Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at the meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Trustees

STATE OF ILLINOIS        )  
                                      ) SS  
COUNTY OF COOK         )

**CERTIFICATION OF RESOLUTION AND MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees (the "*Board*") of Community College District No. 524, County of Cook and State of Illinois (the "*District*"), and as such official I am the keeper of the records and files of the District and the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 19th day of December, 2023, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION abating the tax heretofore levied for the year 2023 to pay debt service on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022, of Community College District No. 524, County of Cook and State of Illinois.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that said agenda contained a separate specific item concerning the proposed adoption of said resolution, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Community College Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board in the passage of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 19th day of December, 2023.

\_\_\_\_\_  
Secretary, Board of Trustees

STATE OF ILLINOIS     )  
                                  ) SS  
COUNTY OF COOK     )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Cook, Illinois, and as such official I do further certify that on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION abating the tax heretofore levied for the year 2023 to pay debt service on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022, of Community College District No. 524, County of Cook and State of Illinois.

duly adopted by the Board of Trustees of the Community College District No. 524, County of Cook and State of Illinois, on the 19th day of December, 2023, and that the same has been deposited in the official files and records of my office.

I do further certify that the tax heretofore levied for the year 2023 for the payment of General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022, as described in said resolution will be abated in its entirety as provided in said resolution.

IN WITNESS WHERETO, I hereunto affix my official signature and the seal of said County, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Cook County Clerk

(SEAL)

**APPROVAL OF PROFESSIONALS ORGANIZATION COLLECTIVE BARGAINING**  
**AGREEMENT**  
**July 1, 2023 - June 30, 2024**

Recommended Action:

It is recommended that the Board of Trustees approve the Professionals Organization collective bargaining agreement for the period July 1, 2023 through June 30, 2024.