

## **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, August 20, 2024, 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; Eileen Kerlin Walsh; Joseph Murphy; Patricia Joan Murphy; Jaclyn O'Day; Tiffany S. Robinson; Tracy M. Sullivan; Stefanie DaCosta, 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**

Trustee O'Day asked to amend the minutes from the Regular Meeting of June 18, 2024, to reflect her comments during the meeting regarding Agenda Item 12.2, Approval of 2025-2030 Strategic Plan. The minutes were amended to include the following text: "Trustee O'Day commented that she appreciated the hard work in developing the Strategic Plan and she hopes that the College will continue to build on the Strategic Plan."

It was moved by Secretary Robinson and seconded by Trustee O'Day to approve the Unapproved Minutes, Regular Meeting of June 18, 2024, as amended; Unapproved Minutes, Special Meeting Held on August 6, 2024; Unapproved Minutes - Closed Session Held on June 18, 2024.

ROLL CALL VOTE taken on approval of the Unapproved Minutes, Regular Meeting of June 18, 2024 as amended; Unapproved Minutes, Special Meeting Held on August 6, 2024; Unapproved Minutes - Closed Session Held on June 18, 2024.:

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

Motion carried.

**IV. AUDIENCE PARTICIPATION**

None.

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

5.1 ICCTA Executive Committee Planning Retreat – P. Murphy

Vice Chair Patricia Murphy reported on the ICCTA Executive Committee Planning Retreat. She noted that the retreat is hosted annually and serves as an opportunity for the ICCTA Executive Board to discuss the previous year and plan for the upcoming year. The retreat was held at Richmond Community College in Decatur, IL. She said the retreat included a visit to the Macon County Law Enforcement Academy, where they observed demonstrations by local firefighters and the police academy. Vice Chair Murphy said the ICCTA Executive Board worked on their new strategic plan to have a clear path to achieving goals for all community colleges in Illinois. She said she is proud to serve as the Vice President on the ICCTA Executive Board and noted she will continue to provide updates throughout the year.

5.2 Student Trustee Report

Student Trustee DaCosta provided her Student Trustee Report. She said the Moraine Valley Foundation hosted a Scoops and Scholarships event on Wednesday, September 14, for scholarship recipients and sponsors to meet. She noted the college hosted an employee family picnic on Thursday, August 15, to thank employees and welcome them to the 2024-25 academic year. Student Trustee DaCosta reported that Student Life hosted Welcome Days on August 20-21 to connect students with information about clubs, organizations, events, and activities around campus.

**VI. REPORTS OF ADMINISTRATION**

Dr. Pamela Haney thanked Vice Chair Murphy and Student Trustee DaCosta for their reports.

6.1 President's Report

- Budget Presentation: Mike Cipolla, Vice President of Financial and Business Services/College Treasurer, noted that the Board received a copy of the comparative budget. He provided an overview of the proposed FY25 budget, identifying the various funds, including the education and operations and maintenance funds making up the operating fund and the operations and maintenance restricted fund, bond and interest fund, auxiliary enterprises fund, restricted purpose fund, audit fund, and liability and protection fund, noting that the college's account structure follows the Illinois Community College Board's fiscal management manual. He stated that the Board will not be voting on the budget tonight and that the budget will hopefully be on the agenda for the Board meeting on September 17, 2024. Mr. Cipolla said he is pleased to present a balanced operating fund with total projected revenue of \$102 million and total projected expenses of \$102 million for FY25. He noted that the highest expense of the operating funds is employee salaries and benefits. Mr. Cipolla provided a breakdown of the operations & maintenance restricted fund, which is reserved for capital projects. This fund receives revenue from the construction/infrastructure fee, state sources, property taxes, and investment income. The total operations and maintenance restricted fund expenses for FY25 total \$5.5 million. Mr. Cipolla provided a breakdown of the auxiliary enterprise's fund, bond and interest fund, restricted purposes fund, audit fund, and liability and protection fund. The total revenues for FY25 for all funds are \$171.9 million, and the total expenses for all funds are \$174.1 million.

Trustee Joseph Murphy asked Mr. Cipolla if the fiscal year started on July 1, 2024. Mr. Cipolla confirmed that the fiscal year began on July 1, 2024. Trustee O'Day asked how many phases there are for the Building T chillers listed under the life safety projects of the operations and maintenance restricted fund. Mr. Cipolla said that this is the seventh phase of the chillers. Tim Kosiek, Director of Campus Operations, said this is the last of three phases for Building T and that Building F will follow as the eighth phase. He said the college is unsure of the exact number of phases required to complete all the projects and that we separate the projects by building based on the funds we receive from the tax levy. Trustee Sullivan asked if the \$1.25 million exterior wall repair project at the Education Center at Blue Island is due to a safety issue. Mr. Kosiek said there was an issue with bricks falling near the entrance of the Education Center at Blue Island, and when the wall was assessed, it was determined that there were more extensive areas in need of repair. The project's goal is to complete all exterior wall repairs simultaneously instead of having multiple projects. Trustee Sullivan noted a deficit in the auxiliary fund of \$2.2 million, which required a transfer of funds. Mr. Cipolla said it is common to transfer these funds and that we do not have the funding sources, donations, or sponsorships that larger institutions have for things like athletics and the theaters. Trustee Sullivan asked if we knew when and how the fall taxes would come into the college. She noted her concern over property

assessments and re-assessments and asked Mr. Cipolla if he was concerned about potential delays. Mr. Cipolla said the college began receiving property taxes at the end of July and noted they have continued coming in without any issues. He said he does not see any significant problems with the timing of receiving property taxes and that they were received a bit faster than last year. Trustee Kerlin Walsh congratulated Mr. Cipolla on the balanced budget. The Board thanked Mr. Cipolla for his presentation.

- The Year-in-Review Video: The 2023-24 Year-in-Review Video was shown during the meeting. This video outlined the college's accomplishments during the past year. Dr. Haney thanked Matt Grotto, Videographer and Producer, and all of the staff who worked on the video.

Dr. Haney thanked the Trustees who attended the Foundation's Scoops and Scholarships event on Wednesday, September 14, and the Moraine Valley Community College Employee Family Picnic on Thursday, August 15.

## **VII. COMMUNICATIONS**

Chair Kirkwood reported the college received notice of two awards from the Association of Community College Trustees. Dr. John Sands, Local Area Network Department Chair and Faculty of Local Area Networks, received the ACCT Central Region 2024 Faculty Member Award, and Trustee Joe Murphy received the Central Region 2024 Trustee Leadership Award. Dr. Sands and Trustee Murphy will contend for national-level recognition during the Annual ACCT Awards Gala on October 25 in Seattle, Washington, in conjunction with the 2024 ACCT Leadership Congress.

## **VIII. FINANCIAL STATEMENT**

### **FOR JUNE 2024:**

#### 8.1(a) Treasurer's Report

Treasurer's Report showing an ending balance of \$145,514,240.75 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)

### **FOR JULY 2024:**

8.2(a) Treasurer's Report

Treasurer's Report showing an ending balance of \$152,342,325.93 will be filed for audit. (DOCUMENT D - SUPPLEMENT TO MINUTES)

8.2(b) Budget Report

(DOCUMENT E - SUPPLEMENT TO MINUTES)

8.2(c) Investments

(DOCUMENT F – SUPPLEMENT TO MINUTES)

**CONSENT AGENDA (IX – XII):**

Chair Kirkwood asked for agenda item 12.10, Revised Board Policy - 7282.1 - Vacations: Exempt Employees, to be excluded from the consent agenda to be voted on separately.

It was moved by Trustee Joseph Murphy and seconded by Secretary Robinson to approve the following consent agenda items:

**IX. WARRANTS**

**FOR JUNE 2024:**

The warrant summaries are presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$9,278,191.41
9.3	Operation & Maintenance Fund	1,390,614.19
9.4	Operation & Maintenance Fund (Restricted)	75,491.40
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	943,796.92
9.7	Restricted Purpose Fund	3,079,726.08
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	2,056.75
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	3,775.04

(DOCUMENT G - SUPPLEMENT TO MINUTES)

**FOR JULY 2024:**

The warrant summaries are presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$8,099,134.52
9.3	Operation & Maintenance Fund	468,482.09
9.4	Operation & Maintenance Fund (Restricted)	15,670.73
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	428,770.88
9.7	Restricted Purpose Fund	538,326.09
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	-0-
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	-0-
(DOCUMENT H - 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

Maritza Flores - Departmental Assistant - Effective: 7/1/24  
 Cara Maca - Admissions Recruiter - Effective: 7/29/24  
 (DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence (LOA)

None.

10.1-5 Resignations/Terminations

Amy Bryla - Campus Safety and Emergency Coordinator - Effective: 7/19/24  
 Kayla Bucci - Manager, Student Life - Effective: 8/9/24  
 Jessica Castro - Bookstore Textbook Expeditor - Effective: 7/19/24  
 Ricky Cobb - Assistant Professor, Sociology - Effective: 8/11/24  
 Maritza Flores - Departmental Assistant - Effective: 7/5/24  
 Nadine Iwema - P.T. Financial Aid Advisor - Effective: 7/31/24

Luke Sloan - Groundskeeper - Effective: 7/18/24  
(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement - Faculty

Neil Barker - Associate Professor, Integrated Systems Technology – Effective: 8/1/25  
(DOCUMENT L - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement - Police

Edward Mangan - P.T. Police Officer – Effective: 10/31/24  
(DOCUMENT M - SUPPLEMENT TO MINUTES)

10.1-5(c) Retirement - Police

Cathleen Pike - LRC Monitor – Effective: 9/30/24  
(DOCUMENT N - SUPPLEMENT TO MINUTES)

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

Dawn Countryman – from Associate Professor, Anatomy and Physiology to Professor  
– Effective: Academic Year 2024-2025

Paula DeAnda-Shah - from Associate Professor, Mathematics to Professor - Effective:  
Academic Year 2024-2025

Dean Eliacostas - from Instructor, Culinary Arts to Assistant Professor - Effective:  
Academic Year 2024-2025

Peter Keep - from Assistant Professor, Mathematics to Associate Professor –  
Effective: Academic Year 2024-2025

Jeffrey McCully - from Associate Professor, Sociology to Professor - Effective:  
Academic Year 2024-2025

Susan Stryczek - from Secretary II Corporate, Community and Continuing Education  
(Assistant Dean’s Office) to Secretary II Corporate, Community and Continuing  
Education (Executive Director’s Office) - Effective: 8/19/24

Karen Throw - from P.T. Community Service Officer to F.T. Police Operations  
Assistant - Effective: 6/24/24

(DOCUMENT O - 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 Loyola University Health System dba Loyola Medicine

It is recommended that the Board of Trustees approve the Affiliation Agreement with Loyola University Health System dba Loyola Medicine.  
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with MidAmerica Orthopaedics, S.C. (Radiology, Mammography, Computerized Tomography)

It is recommended that the Board of Trustees approve the Affiliation Agreement with MidAmerica Orthopaedics, S.C. (Radiology, Mammography, Computerized Tomography).  
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Palos Fire Protection District (Fire Science)

It is recommended that the Board of Trustees approve the Affiliation Agreement with Palos Fire Protection District (Fire Science).  
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Palos Heights Fire Protection District (Fire Science)

It is recommended that the Board of Trustees approve the Affiliation Agreement with Palos Heights Fire Protection District (Fire Science).  
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.5 Affiliation Agreement with Providence Life Services (Basic Nurse Assistant)

It is recommended that the Board of Trustees approve the Affiliation Agreement with Providence Life Services (Basic Nurse Assistant).  
(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.6 Affiliation Agreement with The University of Chicago Medical Center

It is recommended that the Board of Trustees approve the Affiliation Agreement with The University of Chicago Medical Center.  
(DOCUMENT U - SUPPLEMENT TO MINUTES)

12.7 2024 Hyundai IONIQ 5 Limited AWD Bid

It is recommended that the Board of Trustees approve the 2024 Hyundai IONIQ 5 Limited AWD Bid to D'Arcy Hyundai, Joliet, Illinois in the amount of \$49,423.53.  
(DOCUMENT V - SUPPLEMENT TO MINUTES)

12.8 2024 College and Reprographics Multifunction Fleet Purchase

It is recommended that the Board of Trustees approve the 2024 College and Reprographics Multifunction Fleet Purchase to Canon Solutions America in the amount of \$552,977.73.

(DOCUMENT W - SUPPLEMENT TO MINUTES)

12.9 New Board Policy - 7283.8 - Selective Paid Leave

It is recommended that the Board approve the proposed new Board Policy #7283.8 – Selective Paid Leave, as presented.

(DOCUMENT X - 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, 10.1-5, 10.1-5(a), 10.1-5(b), 10.1-5(c), and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, 12.8, and 12.9:

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

Motion carried.

12.10 Revised Board Policy - 7282.1 - Vacations: Exempt Employees

Chair Kirkwood said a revision has been made to Agenda Item 12.10, Revised Board Policy - 7282.1 - Vacations: Exempt Employees. The words “Administrative Classified” should not have been included and have been removed from the policy. The amended policy was provided to the Board.

It is recommended that the Board of Trustees approve Agenda Item 12.10, Revised Board Policy - 7282.1 - Vacations: Exempt Employees as amended.

(DOCUMENT Y - SUPPLEMENT TO MINUTES)

It was moved by Trustee Joseph Murphy and seconded by Trustee Sullivan to approve agenda item 12.10, Revised Board Policy - 7282.1 - Vacations: Exempt Employees as amended.

ROLL CALL VOTE TAKEN on agenda item 12.10, Revised Board Policy - 7282.1 - Vacations: Exempt Employees as amended:

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

Motion carried.

**XIII. MISCELLANEOUS**

Trustee Sullivan asked to comment on agenda item 12.8, 2024 College and Reographics Multifunction Fleet Purchase. She stressed the importance of the college doing a cost analysis to ensure purchases are in the college's best interest. She said at the same time, the college must pursue doing business with minority, women, and veteran-owned businesses whenever possible. She reiterated that she had no concerns regarding the reographics fleet purchase because it was done through cooperative bidding.

Secretary Robinson thanked Kristy McGreal, Executive Director of the Foundation, and the Foundation staff for hosting the Scoops and Scholarships event. She said the students who received the scholarships seemed elated and grateful. Secretary Robinson noted that she knows first-hand the positive difference scholarships can make in a student's career. She said the event was a positive experience for herself, her daughter, and her grandson.

**XIV. AUDIENCE PARTICIPATION**

None.

**XV. ADJOURNMENT**

The meeting adjourned at 6:43 PM.