

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 15, 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 6:01 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

It was moved by Trustee Joseph Murphy and seconded by Trustee Kerlin Walsh to approve the Unapproved Minutes, Committee of the Whole of the Board Meeting, September 17, 2024; Unapproved Minutes, Public Hearing on the Budget - September 17, 2024; Unapproved Minutes, Regular Meeting, September 17, 2024.

ROLL CALL VOTE taken on approval of the Unapproved Minutes, Committee of the Whole of the Board Meeting, September 17, 2024; Unapproved Minutes, Public Hearing on the Budget - September 17, 2024; Unapproved Minutes, Regular Meeting, September 17, 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 Student Trustee Report

Student Trustee DaCosta provided her Student Trustee Report. Ms. DaCosta noted that a Democracy Event was held to discuss the importance of voting, allow students to view sample ballots, and provide them with information on working at polling places on election day. She discussed a press conference held at the Southwest Education Center by IL State Senators Micheal E. Hastings and Bill Cunningham to announce a \$1.5 grant to expand health science career training at the center. Dr. Haney and the Board of Trustees were also in attendance. A "Pack the Place" event was held to show support for the Women's Volleyball Team during their game and recognize their 2023 Volleyball Conference Championship. Ms. DaCosta attended the annual Foundation meeting dinner at Table 67. She said she appreciates the invitation to the event and the Foundation's hard work in raising scholarships for Moraine Valley students.

VI. REPORTS OF ADMINISTRATION

Dr. Pamela Haney thanked Student Trustee DaCosta for her report.

6.1 Presentation to Janet Polson (retirement)

Dr. Haney invited Jane Bentley, Director of Purchasing, to congratulate Janet Polson, Travel Manager, on her retirement. Ms. Polson has been with the college since 2002. Ms. Bentley thanked Ms. Polson for her years of service and presented her with a retirement gift. The Board congratulated Ms. Polson on her retirement and thanked her for always going above and beyond to ensure their travel was convenient and comfortable. Ms. Polson thanked Ms. Bentley, Dr. Haney, and the Board for the recognition.

6.3 President's Report

- **2024 Insight Into Diversity Inspiring Programs in STEM Award:** Dr. Ryen Nagle, Vice President of Academic Affairs, invited Dr. Paula DeAnda-Shah, Mathematics Faculty, and Elizabeth Barrera, Student Success Specialist, to accept the 2024 Insight Into Diversity Inspiring Programs in STEM Award for the Moraine Valley Community College Greer Scholars Program. The Inspiring Programs in STEM Award honors colleges and universities that encourage and assist students from underrepresented groups

to enter the fields of science, technology, engineering, and mathematics (STEM). Dr. Haney and the Board of Trustees thanked Dr. DeAnda-Shah and Ms. Barrera for their hard work in obtaining the award.

- **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 Michael Cipolla, Vice President of Financial and Business Services/College Treasurer, and Stephanie Meuris, Controller, for their leadership. Chair McElroy Kirkwood congratulated Mr. Cipolla and Ms. Meuris and presented them with the award. Ms. Meuris thanked the finance team for all their efforts.
- **Enrollment Report:** Dr. Sadya Khan, Executive Director of Institutional Research, Planning and Effectiveness, presented the enrollment report for fall 2024. Dr. Khan reported increases of 1.4% in terms of credit headcount and 1.9% in total credit hours compared to last fall. Dr. Khan reported enrollment by status, noting around 64% of students have part-time enrollment status, and 36% have full-time enrollment status. Dr. Khan provided a breakdown of the student population by gender and noted that the Illinois Community College Board (ICCB) encourages colleges to collect additional categories for gender. Dr. Khan reminded the Board that enrollment continues after the college's census date. This year, there were 882 credit hours recorded after the census date. She said the data presented at the Board meeting is based on the census date and the standard ten-day enrollment count. Dr. Khan presented the five-year headcount and credit hour trend and said both numbers are beginning to increase. She provided a breakdown of credit hours by modality, noting that face-to-face, online, and hybrid courses have grown in popularity. In contrast, virtual courses have seen a 6% decrease in enrollment. She noted that the overall participation rate for public high schools in 2024 is 26%. On average, community colleges in Illinois have seen a 7.4% increase in credit headcount and a 6.7% increase in total credit hours over the past year. Vice Chair Murphy noted that one community college in the data for state trends listed a 31% increase in credit hours and asked if Dr. Khan knew which community college had such a large increase. Dr. Khan noted that Elgin Community College had a significant increase, but that it was due to a growth in their dual credit program. Dr. Khan provided a few takeaways from the enrollment report for the Board. She noted that the college is at a five-year high for credit hours and headcount, although the numbers are still below pre-pandemic levels. She also said that our dual credit program continues to grow strongly every year. Vice Chair Murphy asked if there is data on local high schools and the number of dual credit students who enroll at Moraine Valley after their high school graduation. Dr. Khan said approximately 55% of students from Oak Lawn Community High School and Amos Alonzo Stagg High School who participate in dual credit courses enroll at Moraine Valley upon graduation.

Dr. Haney thanked Dr. Khan for the presentation. She also thanked Dr. Jo Ann Jenkins, Dean of Student Success, and Dr. Emmanuel Esperanza, Assistant Dean of Student Success, for all their work in continuing to make the dual credit program successful.

- **Gramm-Leach-Bliley Act (GLBA) Annual Review of Cyber Security:** Randy Basick, Director of Infrastructure and Network Services, and Peter Lullo, Cybersecurity Engineer, 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 2024. He noted that Adam Maca, Information Security Specialist, 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. Mr. Basick said the college received two recommendations from last year, which have been implemented this year. Per recommendation, the college implemented multi-factor authentication for Moraine Valley students, adding an additional security layer when students log in to their accounts. The college also made cybersecurity training mandatory for all employees beginning this year. Mr. Basick noted that the college conducted an annual phishing test in November 2023 to see if users identified the emails as fraudulent. He said 11% of users clicked the link, but 15% of users flagged the email as a phishing attempt. Trustee Kerlin Walsh asked if the employees who clicked on the fake phishing link were told it was a test. Mr. Basick confirmed that the users who clicked on the link in the phishing test were notified that the link was part of the phishing test training, and they were provided with additional training information. Mr. Basick reported the Department of Homeland Security conducted penetration tests during the year, and the college passed. Trustee Sullivan thanked Mr. Basick and said she was glad to hear the cybersecurity training is now mandatory. Trustee Joseph Murphy asked if the mandatory cybersecurity training would lower the costs of our cybersecurity insurance. Mr. Basick confirmed that mandatory cybersecurity training plays a significant role in keeping our cybersecurity insurance premiums lower. Trustee O'Day asked if mandatory cybersecurity training would be required annually. Mr. Basick confirmed that employees will complete the training annually in October. Vice Chair Murphy asked if new hires need to complete the cybersecurity training. Mr. Basick confirmed that new hires complete the cybersecurity training during new employee orientation. The Board thanked Mr. Basick and Mr. Lullo for the presentation.
- **AI Training and Grant Opportunities:** Dr. Laura Lauzen-Collins, Psychology Faculty, and Dr. John Sands, Local Area Networks Faculty, provided presentations regarding Artificial Intelligence (AI) survey results, training, and potential grant opportunities. Dr. Lauzen-Collins noted that the college formed an AI committee in 2024 to inform employees and understand

their concerns regarding AI. She provided an overview of survey data collected from Moraine Valley faculty and staff regarding AI. Dr. Lauzen-Collins said that 74% of faculty requested the college purchase an AI detection tool to help determine if writing assignments were completed with AI. She noted that even the most sophisticated AI detection tools could incorrectly flag writing assignments as AI-generated. Faculty also expressed concerns about the impact of AI on critical thinking skills, data privacy and security concerns, existential concerns about job displacement, and the rapid adoption and need for support with AI. She noted that 70% of staff who responded to the survey requested more AI-related training. Dr. Lauzen-Collins reported that the AI Committee plans to offer AI information and training opportunities in the future. Secretary Robinson said it was good to hear that the college has an AI committee to understand its benefits and potential concerns. Trustee Kerlin Walsh said the presentation was fascinating. The Board thanked Dr. Lauzen-Collins for her report.

Dr. John Sands introduced Jiri Jirik, Director of Education Pathway National Center, and said they would present information on AI-related grant applications. Dr. Sands noted that the college wants to ensure our cybersecurity students are prepared for the workforce and that an understanding of AI will be crucial for employment. Dr. Sands said the college will pursue two grants to address AI. The first grant is for \$1 million, and it focuses on how AI is used in the classroom and how it can be used to teach students to bring skills to the workforce. Mr. Jirik said the main objective of the grants is to have workshops with faculty members from different disciplines to gather input on ways AI can be used to help students learn. The Board thanked Dr. Sands and Mr. Jirik for their presentation.

- **Southwest Education Center Update:** Dr. Ryen Nagle, Vice President of Academic Affairs, and Dr. LoShay Willis, Dean of Career Programs, provided updates on the renovations at SWEC. Dr. Nagle provided a tentative timeline for the renovations and noted that the college has met regularly with Legat Architects to ensure they adhere to the schedule. The college plans to offer courses from the Basic Nurse Assistant program beginning in fall 2025 and launch the first semester of the Nursing program in fall 2026. Trustee Sullivan asked if the construction bids for the fall of 2025 and 2026 are different. Dr. Nagle said major construction will occur during the summer. He noted that the college will prioritize equipment for the Basic Nurse Assistant program first because the program can be offered before the Nursing program. Trustee Joseph Murphy asked if the college knows the estimated costs for the equipment. Dr. Nagle said the equipment will cost around \$3 million, which is lower than the initial estimates. Dr. Willis shared the health care education program updates and plans. She noted that the college received approval in September 2024 to offer the Basic Nurse Assistant Program at the updated location. She said the college is drafting a nursing feasibility study and intends

to submit a letter of intent to the Board for approval in December 2024. She outlined the timeline for approval to teach the Nursing Program at the updated location and said they hope to have approval by May of 2025. Secretary Robinson said she believes the renovations will help provide educational opportunities to our communities. The Board thanked Dr. Nagle and Dr. Willis for their presentation.

VII. COMMUNICATIONS

None.

VIII. FINANCIAL STATEMENT

8.1(a) Treasurer's Report

Treasurer's Report showing an ending balance of \$163,282,079.81 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 Trustee Joseph Murphy and seconded by Secretary Robinson to approve the following consent agenda items:

IX. WARRANTS

The warrant summaries are presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$7,476,431.77
9.3	Operation & Maintenance Fund	1,125,939.19
9.4	Operation & Maintenance Fund (Restricted)	136.57
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	903,626.01
9.7	Restricted Purpose Fund	10,475,589.40
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	5,404.96

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

Nicholas Carline - Maintenance Mechanic III - Effective: 10/7/24
Cynthia Davis - Nursing Lab and Simulation Coordinator - Effective: 10/7/24
Klaudia Walkosz - Library Maker Studio Lab Assistant - Effective: 10/7/24
(DOCUMENT E - SUPPLEMENT TO MINUTES)

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

Pursuant to the Board action of September 17, 2024, approving a probationary period extension of one month, the following employee is now being recommended to be given a contract for the 2024-2025 academic year.

Agne Juskaite-Aguirre - Academic Advisor
(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence (LOA)

Erica Warren - Coordinator of Access and Accommodations - L.O.A. (PARENTAL)
Effective 2/9/25 – 5/18/25
(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Abigail Bean - Marketing Coordinator - Effective: 10/8/24
(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Support Staff

Effie Doulas - P.T. Bookstore Cashier - 9/30/24
(DOCUMENT J - SUPPLEMENT TO MINUTES)

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

Efstathia Barkonikos – from P.T. Bookstore Cashier to F.T. Bookstore Cashier –
Effective: 9/1/24

Alexander Franke – from Support Analyst to Technical Engineer - Effective: 10/21/24

Tiaqua Lockhart - from P.T. Bookstore Cashier to F.T. Bookstore Cashier - Effective:
9/1/24

Maria Vatougios - from P.T. Bookstore Cashier to F.T. Bookstore Cashier - Effective:
10/1/24

(DOCUMENT K - 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 Khudeira Medical Center (Medical Assistant)

It is recommended that the Board of Trustees approve the Affiliation Agreement with Khudeira Medical Center (Medical Assistant).

(DOCUMENT L - SUPPLEMENT TO MINUTES)

12.2 2024 Holiday Schedule

It is recommended that the Board of Trustees approve the 2024 Holiday Schedule as presented.

(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.3 Fall 2024 College Anatomical Model Purchase

It is recommended that the Board of Trustees approve the purchase request in the amount of \$37,017.06 to Avantor/VWR for the Fall 2024 College Anatomical Model Purchase.

(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.4 Life Cycle Management (LCM) Equipment Purchase Fall 2024

It is recommended that the Board of Trustees approve the purchase request in the amount of \$726,136.46 for the Fall 2024 Life Cycle Management (LCM) Equipment Purchase.

(DOCUMENT O - SUPPLEMENT TO MINUTES)

ROLL CALL VOTE TAKEN on Consent Agenda Items 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, and 9.11 (including travel reimbursements); 10.1-1, 10.1-1(a), 10.1-2, 10.1-4, 10.1-5, 10.1-5(a), and 10.1-6; and 12.1, 12.2, 12.3, and 12.4:

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

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. ADJOURNMENT

The meeting adjourned at 7:40 PM.