

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

Governing Board of Moraine Valley Community College, Community College District #524, Regular Meeting, 6:00 PM, Tuesday, November 19, 2024, Board Room D219 9000 West College Parkway Palos Hills, IL 60465. Virtual access is provided by teleconference online via www.morainevalley.edu/BOTnov19 or by phone 1-312-535-8110 with Meeting ID 2863 708 8508, p/w: 8UFqQtdW5D3 (88377839 from phones).

A G E N D A

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **MINUTES**
 - 1) Unapproved Minutes - Committee of the Whole of the Board Meeting, October 15, 2024
 - 2) Unapproved Minutes - Regular Meeting, October 15, 2024
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
 - 1) ICCTA Meeting Report - P. Murphy
 - 2) Student Trustee Report – S. DaCosta
 - 3) ACCT Leadership Congress Reports
6. **REPORTS OF ADMINISTRATION**
 - 1) President's Report
 - 2024 ACCT Central Region Trustee Leadership Award - Joseph P. Murphy
 - 2024 ACCT National Faculty Member Award - Dr. John Sands
 - FY2024 Audit Report
 - 2024 Proposed Estimated Tax Levy
7. **COMMUNICATIONS**
 - 1) Letter from Illinois State Senator Michael E. Hastings Regarding the Moraine Valley Community College Press Conference Southwest Education Center Renovations
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
 - a. * Retirement - Administrative, Confidential, Managerial & Supervisory Staff
 - b. * Retirement - Faculty
 - c. * Retirement – Support Staff
- 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
 - 1) * Affiliation Agreement with Absolutely Pawfect Pet Styling
 - 2) * Affiliation Agreement with Aurora Health Care, Inc. (Health Information Technology)
 - 3) * Affiliation Agreement with Chicago Ridge Fire Department (Emergency Medical Services Program)
 - 4) * Affiliation Agreement with Lakeview Family Medical Care LLC (Medical Assistant)
 - 5) * Affiliation Agreement with Loyola University Health System dba Loyola Medicine
 - 6) * Affiliation Agreement with Serenity House (Addictions Studies)
 - 7) * Affiliation Agreement with Village of Evergreen Park (Emergency Medical Services Program)
 - 8) * Approval of Metropolitan Alliance of Police Agreement (July 1, 2024 - June 30, 2028)
 - 9) * Life Safety Project - Building T HVAC Replacement Phase 1
 - 10) * 2024 Toyota bZ4X Limited Re-Bid
 - 11) * 2025 Chevrolet Blazer EV RS eAWD Bid
 - 12) * Revised Board Policy - 4410 - Residency
 - 13) * Revised Board Policy - 4450 - Cooperative Agreements and Chargebacks
 - 14) * New Board Policy - 4640 - Volunteer Emergency Worker Accommodation
 - 15) * New Board Policy - 2120 - Policy and Bylaw Development
 - 16) * Resolution Determining the 2024 Estimated Tax Levy and Public Hearing
 - 17) * Summer Term - Fridays
 - 18) * Acceptance of FY2024 Audit
13. **MISCELLANEOUS**
14. **AUDIENCE PARTICIPATION**
15. **ADJOURNMENT**

MINUTES

Approved Minutes - Committee of the Whole of the Board Meeting -
September 17, 2024

Enclosed

Approved Minutes - Public Hearing on the Budget - September 17, 2024

Enclosed

Approved Minutes - Regular Meeting, September 17, 2024

Enclosed

APPROVED

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

The Governing Board of Moraine Valley Community College, District No. 524, Committee of the Whole of the Board Meeting, was held on Tuesday, September 17, 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 4:31 PM.

II. ROLL CALL

Present: Beth McElroy Kirkwood, Chair; Eileen Kerlin Walsh; Joseph Murphy; Patricia Joan Murphy (Arrived at 4:44 p.m.); Jaclyn O'Day; Tiffany S. Robinson (Arrived at 5:08 p.m.); 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. AUDIENCE PARTICIPATION

None.

III. DISCUSSION: ORGANIZATION OF COMMITTEE OF THE WHOLE OF THE BOARD

Chair McElroy Kirkwood described the purpose of the Committee of the Whole of the Board and said she believes the committee can serve in place of individual committees devoted to specific topics. She noted that the Committee of the Whole would be open to all Trustees, which would allow all Trustees to receive information at the same time. Chair McElroy Kirkwood said the Committee of the Whole of the Board meetings could occur earlier in the evening on the day of regular Board meetings. She said she believed this option may work the best with the majority of the Trustees' schedules as it would not require Trustees to commit to additional nights or weekends throughout the year. Chair McElroy Kirkwood said the Board would continue to host retreats twice a year for development and other updates. She said the

Board can decide if another meeting is needed and determine the best start time for the meetings.

Trustee Joseph Murphy said the Board used to have 24 meetings per year, including Committee of the Whole meetings, two weeks before the regular meetings. He said the Committee of the Whole meetings and regular meetings would frequently report the same information, and the Board at the time ultimately decided to stop having Committee of the Whole meetings. Trustee Joseph Murphy said the last Committee of the Whole meeting was held around 15 years ago. He noted that he believes the college thoroughly prepares the Board through emails from the President and reports from the administration. Trustee Joseph Murphy said he is not an advocate for creating separate subcommittees because there is a limit of two members per Committee. He said he believes the Committee of the Whole of the Board meetings may be a good way to keep the Board informed, but that he sees the need to have the meetings once or twice a year.

Trustee Sullivan shared that, in her experience, Committee of the Whole meetings occur two weeks before the regular Board meeting, and they are used as a tool for training new Trustees and discussing complicated topics that the Board must address. She said having the gap between the Committee of the Whole meeting and the regular meeting allowed recommendations from the Committee of the Whole meeting to be included on the consent agenda of the regular meeting. Trustee Sullivan asked about the membership in the Committee of the Whole of the Board, and if all of the Trustees would be included. She said it is often a challenge to schedule meetings for the Board outside of regular meetings. She asked that, regardless of the frequency of the meetings, calendar invitations be sent to the Board. Trustee Sullivan asked if the goal of the current meeting is to decide whether the Board should have a Committee of the Whole of the Board or separate subcommittees. Chair McElroy Kirkwood said she does not believe subcommittees are not necessary and that the ongoing meeting will discuss the purpose of the Committee of the Whole.

Trustee Sullivan asked what quorum would be for the Committee of the Whole meetings. Megan Steigauf, legal counsel for the college, suggested that the Board look for an operating agreement or bylaws related to Committee of the Whole meetings. She continued, stating that once the Committee is formed, the Board can discuss quorum, but that she would first defer the Board to check into any existing bylaws of the Committee of the Whole.

IV. DISCUSSION: BOARD POLICIES

Trustee Sullivan said she ran for the Board to make sure the Board supports the college's faculty, staff, and students. She is concerned that many policies in the Board Policy Manual are outdated and have not been changed since the 1980's and 1990's. Trustee Sullivan said the Board has a responsibility to faculty, staff, and students to

ensure that the board policies are reviewed and updated. She believes reviewing the policies needs to be a priority of the Board, regardless of whether the policies are addressed via a Committee of the Whole or a board policy subcommittee.

Trustee Joseph Murphy said that policies approved many years ago are not necessarily incorrect. He suggested that the college look for a service similar to one he is familiar with for K-12 schools that issues recommended board policies based on standards set for all school boards. He said if a comparable service is offered for community colleges, it would be helpful to ensure that our policies are up to date. Vice Chair Patricia Murphy said she is unsure if a service is available for community colleges, but she would ask during a future ICCTA meeting.

Trustee O'Day emphasized the importance of having a Committee of the Whole or some policy entity to help guide the college and provide an opportunity for the Trustees to give input on policies. She said she would be interested in discussing how the Board can be engaged in the policy making process.

Chair McElroy Kirkwood thanked the Trustees who provided feedback. The Board discussed the best start time for future Committee of the Whole meetings and determined that the Board prefers a start time of 5:00 p.m. Chair McElroy Kirkwood said she believes President Haney does a wonderful job of keeping the Board informed and that she does not see the need to have Committee of the Whole meetings every month. She said the Board can see how the current meeting goes and decide how often they need to meet.

Chair McElroy Kirkwood asked Kelly Grab, Compliance Officer, to present recommendations from Moraine Valley Administration regarding Board policy updates. Ms. Grab noted in accordance with section 3-25 of the Public Community Colleges Act, the Board is tasked with adopting and enforcing all necessary goals for the management and government of the college. She said the Board Policy Manual articulates a governance foundation on which the college bases its decisions and the administrative regulations and procedures needed to manage the day-to-day operations of the college. She noted that locally developed policies rather than other forms of board action are needed in specific circumstances. Ms. Grab explained that aside from the college bylaws in Article One of the Board Policy Manual, the college president develops and recommends board policies. Board policies are assigned to vice presidents, who are responsible for the ongoing review and maintenance of the policies. Ms. Grab noted that in her role as compliance officer, she is responsible for monitoring changes to the law and determining if the changes affect existing Board policies or require new policies to be created. She said vice presidents and their designees will begin to review their assigned policies on an annual basis. If revisions are necessary, the vice presidents will work with Ms. Grab to draft revisions that are brought to the executive leadership team for review and approval. After the executive leadership team approves the policies, they will then be brought to the Board for adoption.

Trustee Joseph Murphy asked if Ms. Grab is part of any organization that helps coordinate information related to changes in laws that may affect the policies of community colleges. Ms. Grab said no organizations or services in Illinois manage the dissemination of information that may affect the policies of community colleges. Trustee Sullivan thanked Ms. Grab for her presentation and asked for a copy of the Board Policy Overview document she presented during the meeting. She asked Ms. Grab if the college has a policy on the procedure for board policy updates. Ms. Grab said several policies in the Board Policy Manual address policy development, amending bylaws and policies, and policies that ensure the college complies with laws. Trustee Sullivan asked Ms. Grab to confirm that the Board policy approval procedure ensures policies are vetted and reviewed for compliance. Ms. Grab confirmed that the board policies have already been reviewed by individuals at the college, including President Haney, the executive leadership team, and, in some cases, outside counsel, before being submitted to the Board for review and approval. Trustee Sullivan said she liked that the procedure is consistent and that the compliance officer controls it.

Trustee O'Day asked if the current policy is that only the president can bring policies to the Board. Ms. Steigauf said that the executive leadership team and the vice presidents can recommend policies. Dr. Haney said each vice president will review their sections of policies, and any policies needing revision will be brought to the Board for an initial review one month before the Board approves the policies at a regular meeting. She said if there is a recommendation from a trustee, they would contact Chair McElroy Kirkwood, who would share the recommendation with President Haney for review with the executive leadership team. Trustee O'Day asked to clarify if the Board can bring a policy forward for revision. Vice Chair Patricia Murphy said she has contacted ICCTA and was informed that Trustees do not bring forward policy revisions. She noted that Trustees can recommend policy changes, but they do not write policies. Trustee O'Day asked Ms. Steigauf if she could provide the legal citation regarding the role of Trustees in policy creation. Ms. Steigauf said she would look into whether she could provide the legal citation.

Chair McElroy Kirkwood noted that Dr. Haney, Vice Chair Murphy, and herself met with Jim Reed, Executive Director of the Illinois Community College Trustees Association, and that he confirmed that Trustees cannot make policies, but they can make recommendations to the college president. Trustee O'Day said she would appreciate seeing an Illinois Statute that lists that information. Trustee Joseph Murphy said that whether it is a statute or not, it is the recommendation of the Executive Director of the ICCTA. He said Trustees can express their desire to see certain policies include certain information and verbiage. Trustee Joseph Murphy said those suggestions are shared with the president. Vice Chair Murphy said Trustees do not work for the school and that it is outside their responsibilities to make policies because it gets too much into the administration and daily operations of the college. Trustee O'Day said she respectfully disagreed with Vice Chair Murphy and Trustee Murphy.

She said she views the role of the Board as a legislative-making body. She said that Congress and the General Assembly are not involved in the day-to-day operations of agencies, but they do make policies that the agencies then implement. She said she feels that the suggested policy will silence the Board and that it concerns her.

Trustee Sullivan said that our policies state that the Board's primary function is to establish policies administered by the college. She said she thinks it is essential that we have a policy that accurately states how policy updates are handled so we can be consistent going forward. Trustee Sullivan said she believes some of the inconsistencies may be due to older policies that are not necessarily as clear as they should be. She said as elected officials, concerns about policies should be brought to the Board Chair. Trustee Sullivan noted the Board could ask Dr. Haney which policies or policy areas have the most risk of being out of date and asked how she would like to present updates to older policies to the Board. She said that one of the fundamental reasons Trustees are elected is to ensure the college has good policies for its operations. Trustee Sullivan said she shares Trustee O'Day's concerns regarding trustees being unable to address policies that need updates. Chair McElroy Kirkwood asked Dr. Haney if she would have the vice presidents look over their policies and bring forward any that need to be updated. Dr. Haney agreed that the vice presidents could review the policies.

Trustee Sullivan asked Ms. Grab if a working group of compliance officers from other community colleges exists for policy update discussions. Ms. Grab said there is currently not a compliance officer group that meets. Trustee Sullivan said she brought up the policy discussion with Chair McElroy Kirkwood and President Haney because she knows other community colleges have policy review committees comprised of staff, administrators, and trustees. She asked if Ms. Grab had any other best practices she could provide aside from the document she shared with the Board. Ms. Grab said she did not have anything to add at this time.

V. TRUSTEE DISCUSSION

Trustee O'Day said she had hoped to bring a policy for the Board to consider, but she was unsure if it was possible based on the discussion of how the process works. She said she would be happy to hold the proposal for another day when we know how the process works. Chair McElroy Kirkwood said policy recommendations must be submitted to the Chair first. She said once she receives recommendations, she can share them with Dr. Haney. Chair McElroy Kirkwood stated she was unsure if the policy was shared with the entire Board. Trustee Sullivan said that she received Board Policy 7122 from the administration and that a copy was shared with the Board during the meeting. Trustee O'Day confirmed that this was the policy she was interested in presenting but noted that she would be okay with presenting at another time if appropriate. Chair McElroy Kirkwood said the policy could be discussed, and she asked Trustee O'Day to explain the request. Trustee O'Day said that, according to Section 110 ILCS 805/3-26 of the Public Community College Act, trustees can make

appointments and fix the salaries of the chief administrative officer, other personnel, and all teachers. She said she believes Board Policy 7122, Appointment of Administration and Staff, is inconsistent with the Illinois Community College Act. Trustee O'Day said she drafted a proposal for consideration for the Board to review, and she is open to amendments and suggestions. She said the revisions would make the policy similar to how the President of the United States or Governor appoint members to their cabinets and leadership team. The revised policy would require the college president to come before the Board for approval when appointing members to the executive leadership team. She said it does not mean the Board would get involved in the day-to-day hiring and firing of employees, but it would provide some sort of confirmation process similar to what exists at other levels of government. Vice Chair Murphy said both versions of the policy require appointments to be approved by the Board. She asked what the differences are in the new policy. Trustee O'Day said the current policy states the Board has the sole authority to employ the college president. The Board delegates the college president the authority to employ and dismiss full and part-time staff members. The college president must report appointments and separations at the next Board meeting. Trustee O'Day noted that the changes she recommends provides the Board with full authority to employ the college president, other administrative personnel, and all teachers pursuant to the Illinois Community College Act. Vice Chair Murphy said she was still unsure how the policy would change because the Board currently votes to approve the personnel report during regular meetings. Trustee O'Day said the personnel changes are reported but the report does not necessarily necessitate the approval of the Board. Trustee O'Day said the old version of the policy required approval for every employee hired by the college, and it was her understanding that the policy was changed to the current version to expedite staff hiring. Trustee O'Day said the proposed revisions would still allow the President to hire most staff without delay.

Chair McElroy Kirkwood asked for it to be stated for the record that she is 100% confident that President Haney has hired and will continue to hire the most outstanding leaders for our executive leadership team. She referenced the vice presidents in attendance at the meeting and said she had no question about any of them being hired. She noted that Dr. Nagle, Vice President of Academic Affairs, was hired through the use of a search committee of around ten individuals that produced two finalists. Chair McElroy Kirkwood said she brought up this example because a search committee determined the finalists, and it was not based on who someone knew.

Trustee Sullivan said with all due respect that she does not believe that having a policy considered for review by a Trustee was interpreted to in any way criticize the members of the executive leadership team. She said asking for a policy to be reviewed is not an attack on the President or her decision making or the wonderful vice presidents on the executive leadership team. She said it is to ensure we have the best policies going forward. Trustee Sullivan said she would like to echo the fact that she appreciates the vice presidents and the President for all their work. She said she does not want proposed revisions to be interpreted incorrectly because they may be inconsistent with

the statute. Chair McElroy Kirkwood noted that the Board approved the latest revisions to board policy 7122 in December 2023. Trustee Sullivan said it is possible that the policy was approved in error. She said she believes it is important to have a discussion and understand what the proposed changes are, but she noted that it is not because of any individual personnel action. Trustee Sullivan said she wanted to ensure the meeting minutes do not inaccurately reflect a Trustee noting concern about the choices of the President.

Trustee Kerlin Walsh asked if the policy was discussed in December. Dr. Haney said the policy was sent to the Board for initial review and feedback in November 2023 and approved by the Board during the December 2023 regular meeting.

Trustee O'Day said she wanted to echo the sentiments of Trustee Sullivan and state that the policy revisions she recommends are not due to any hiring decisions. She said she believes it is important to be consistent with compiled Illinois Statutes and have a clear policy going forward. She said she also thinks the revisions will empower the Board, and she hopes she has the support of the other Trustees.

Trustee Sullivan requested that Board policy updates not be included in the consent agenda in the future so the Board can point to it and make sure they know when they are approved. She said if the Board policies are listed as separate items, they may stand out to the Trustees. Trustee Joseph Murphy said he does not believe board policies need to be pulled from all consent agendas. He said the Board can already pull items from the consent agenda for discussion. He noted that consent agendas allow the Board to move expeditiously through meetings and that not all policy updates will warrant a discussion. Trustee O'Day asked if pulling an item from the consent agenda requires another Trustee to second the motion. Trustee Joseph Murphy said he believes pulling an item from the consent agenda requires a second. Vice Chair Murphy said if we move forward with a deep dive review of the board policies, we could discuss them at the Committee of the Whole meeting before the regular meeting.

Secretary Robinson said we can pick and choose what to review, but she suggested that the college review the entire Board Policy Manual. She said she understands that her duties as Trustee are to hire the President and ensure the President is doing her job effectively. She said she trusts Dr. Haney to make the right decisions regarding the executive leadership team. She said she does not want Dr. Haney to feel that her judgment and decision-making are not trusted. Secretary Robinson said it is good to have difficult discussions.

Trustee Joseph Murphy said his understanding of the direction going forward is that the President will meet with the executive leadership team, and the vice presidents will take their portions of the policy manual and review them. The vice presidents will meet with staff and legal counsel if necessary to evaluate whether the policy is outdated or needs revisions. The administration will then come back over time with recommended changes. He said he believes it will take over a year to complete the

review and do it well. Trustee Joseph Murphy said it would be beneficial to ensure our policies align with those of other community colleges in the state.

Trustee O'Day said she respectfully disagrees with Trustee Joseph Murphy. She said she believes there should be a means for Trustees to be involved in the policy-making process for Board policies. She said that the changes do not preclude the vice presidents or presidents from bringing policy changes forward and that she believes there needs to be a way for Trustees to bring ideas from conferences or information from statutes to be presented in the policy-making process.

Chair McElroy Kirkwood noted that the next Committee of the Whole meeting will be at 5:00 p.m. on October 15, 2024.

VI. ADJOURNMENT

The meeting adjourned at 6:43 PM.

APPROVED

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

The Governing Board of Moraine Valley Community College, District No. 524, Public Hearing on the Budget, was held on Tuesday, September 17, 2024, in Building D, Board Room D219, 9000 West College Parkway, Palos Hills, Illinois, 60465. Public notice was given pursuant to the Open Meetings Act Section 42.02.

I. CALL TO ORDER

The meeting was called to order by Chair Beth McElroy Kirkwood at 6:00 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. PUBLIC HEARING

Michael Cipolla, Vice President of Financial and Business Services/College Treasurer, provided remarks on the fiscal year 2025 budget. He noted the budget proposal was officially made at the Board meeting held on August 20, 2024, and that the budget was published in the newspaper on August 16, 2024. The budget has been available for public inspection since August 19, 2024. Mr. Cipolla indicated that the budget is on the agenda for approval at the regular meeting immediately following the public hearing on the budget on Tuesday, September 17, 2024.

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

IV. ADJOURNMENT

The meeting adjourned at 6:03 PM.

APPROVED

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

The Governing Board of Moraine Valley Community College, District No. 524, Regular Meeting, was held on Tuesday, September 17, 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 6:04 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, Regular Meeting of August 20, 2024.

ROLL CALL VOTE taken on approval of the Unapproved Minutes, Regular Meeting of August 20, 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 Meeting Report – P. Murphy**

Vice Chair Patricia Murphy reported on the ICCTA meeting held on September 13, 2024. She said the meeting began with the first Trustee's Roundtable for 2024-25. Trustees submitted questions and topics for discussion, which resulted in a record-breaking number of topics for the month, including mandatory training and the role of Board Chairs. She said the meeting also included a seminar on AI and its implications as well as the Business Enterprise Program. Vice Chair Murphy noted that Secretary Robinson provided a report during the meeting regarding her experiences during her community college journey. Vice Chair Murphy said Secretary Robinson's report was inspiring and that she did a wonderful job relating the discussion back to her own personal experiences. Chair Kirkwood thanked Secretary Robinson for sharing her experience during the ICCTA meeting. Secretary Robinson thanked the Board for their kind words and support. She thanked Dr. Normah Salleh-Barone, Vice President of Student Development, Dr. Ryen Nagle, Vice President of Academic Affairs, and Jessica Crotty, Chief Marketing and Communications Officer, for providing her with a PowerPoint presentation with detailed information regarding the college's wraparound services which she used during her presentation. Secretary Robinson shared that she was asked if she would be interested in sharing her story at a national level.

5.2 Student Trustee Report

Student Trustee DaCosta provided her Student Trustee Report. She noted that a rainbow reception was held to promote a safe and inclusive campus for LGBTQIA+ students. The event was cosponsored by the GASP! Club (Gender and Sexual Progress). She said Student Life sponsored a Pizza and Planners event where students were encouraged to bring their syllabi and begin planning for the semester while enjoying pizza and each other's company. Ms. DaCosta reported on the Fall Fest and said the event was a huge success this year. The event provided students with the opportunity to learn about clubs and organizations around campus while enjoying free food, a climbing wall, a mechanical bull, a bungee run, and a DJ. She noted that approximately 30 campus departments and 15 clubs were represented during the event.

VI. REPORTS OF ADMINISTRATION

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

6.1 Presentation to John Gorman (retirement)

Dr. Haney invited Patrick Treacy, Police Chief, to congratulate John Gorman, Police Officer, on his upcoming retirement. Mr. Gorman has been with the college since 2014. Chief Treacy thanked Mr. Gorman for his service to the college and presented him with a retirement gift.

6.2 Presentation to Cathleen Pike (retirement)

Dr. Haney asked Dr. Terra Jacobson, Dean of Learning Resources, to congratulate Cathleen Pike, LRC Monitor, on her upcoming retirement. Ms. Pike has been with the college since 2001. Dr. Jacobson thanked Ms. Pike for her service to the college and presented her with a retirement gift.

6.3 President's Report

- League for Innovation Reaffirmation: Dr. Kiana Battle, Vice President of Institutional Advancement and Executive Assistant to the President, and Dr. Normah Salleh-Barone, Vice President of Student Development, provided a report on the League for Innovation Reaffirmation process. Dr. Salleh-Barone provided background information regarding the League for Innovation. She noted that the League for Innovation is an international non-profit organization founded in 1968. Moraine Valley Community College has been a member for 53 years. Dr. Salleh-Barone noted that membership in the League is a prestigious honor and requires an invitation from the League. Colleges receive invitations based on their reputation, innovation on campus, strong leadership, and supporting Boards. Dr. Battle explained that League colleges' reaffirmation occurs one year after hiring a new president. She said the college received a reaffirmation notice in July 2024, and the process includes three phases. Phase one requires the college to complete an innovation report in December 2024. Phase two requires a one-day virtual site visit from the League in February 2025. Finally, in phase three, the college will receive a decision regarding its membership status in the spring of 2025. Trustee Joseph Murphy asked if the League has considered expanding its membership to other colleges. He noted that Moraine Valley is one of the few community colleges that has been a member and that the League has gained few members since then. Dr. Haney said the League occasionally reaches out to its members and asks for suggestions for new members. Vice Chair Murphy asked if the Moraine Valley Board of Trustees would vote to approve the innovation report. Dr. Battle said the League Board would ultimately be voting on the membership status of the college. Trustee Sullivan asked when the next reaffirmation process will occur. Dr. Battle and Dr. Salleh-Barone noted that the reaffirmation process would only happen again once a new college president is hired.

VII. COMMUNICATIONS

Chair Kirkwood reported the college received notice that it has been selected as a winner of the 2024 Beautification Contest by the City of Palos Hills. An award presentation will be held on Saturday, October 19, at 11:30 a.m., outside the gazebo at Town Square Park.

VIII. FINANCIAL STATEMENT

8.1(a) Treasurer's Report

Treasurer's Report showing an ending balance of \$160,613,908.38 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 Vice Chair Patricia 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	\$7,488,116.23
9.3	Operation & Maintenance Fund	9 31,003.24
9.4	Operation & Maintenance Fund (Restricted)	2 25,972.14
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	1,157,723.79
9.7	Restricted Purpose Fund	1,012,875.18
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	9 ,187.17
9.10	Audit Fund	25,000.00
9.11	Liability, Protection & Settlement Fund	1,132,715.91

(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

Quazi Ahmed - ERP Administrator - Effective: 9/9/24
Teja Brown Gourdine - Secretary II - Effective: 9/9/24
Peter Panagiotaros - Police Officer - Effective: 9/9/24
Sarah Rio - Secretary II - Effective: 9/9/24
Dabney Tatum – Groundskeeper - Effective: 9/23/24
Malcolm Thompson - Departmental Assistant - Effective: 9/9/24
(DOCUMENT E - SUPPLEMENT TO MINUTES)

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

Pursuant to the Board action of February 20, 2024, approving a probationary period extension of six months, the following employee is now being recommended to be given a contract for the 2024-2025 academic year.

Leona Lilly - Basic Nurse Assistant
(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-1(b) Contract Extension/Non-Tenure Review for Bargaining Unit Member

As a result of leave of absence, it is recommended that Agne Juskaite-Aguirre’s probationary period be extended until October 2024 for her third-year contract.

Agne Juskaite-Aguirre - Academic Advising
(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence (LOA)

None.

10.1-5 Resignations/Terminations

Amanda Layne - Web Content Specialist - Effective: 9/6/24

(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement - Faculty

Christina Chan - Assistant Professor, Developmental Mathematics – Effective: 12/12/24

(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement - Professional Staff

Janet Polson - Travel Manager – Effective: 10/4/24

(DOCUMENT K - SUPPLEMENT TO MINUTES)

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

None.

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 La Rabida Children’s Hospital (Radiologic Technology, Respiratory Therapy, Medical Assistant and Nursing)

It is recommended that the Board of Trustees approve the Affiliation Agreement with La Rabida Children’s Hospital (Radiologic Technology, Respiratory Therapy, Medical Assistant and Nursing).

(DOCUMENT L - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Roberts Park Fire Protection District (Fire Science Program)

It is recommended that the Board of Trustees approve the Affiliation Agreement with Roberts Park Fire Protection District (Fire Science Program).

(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with the University of Chicago Medical Center (Radiologic Technology and Sleep Technology)

It is recommended that the Board of Trustees approve the Affiliation Agreement with the University of Chicago Medical Center (Radiologic Technology and Sleep Technology).
(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Mercy Circle (Basic Nurse Assistant, Nursing)

It is recommended that the Board of Trustees approve the Affiliation Agreement with Mercy Circle (Basic Nurse Assistant, Nursing).
(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.5 Affiliation Agreement with Century Ear, Nose & Throat (Medical Assistant)

It is recommended that the Board of Trustees approve the Affiliation Agreement with Century Ear, Nose & Throat (Medical Assistant).
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.6 Affiliation Agreement with Existential Counselors Society (Addictions Studies)

It is recommended that the Board of Trustees approve the Affiliation Agreement with Existential Counselors Society (Addictions Studies).
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.7 Revised Board Policy - 300.1 - Policy Prohibiting Sex-based Misconduct

It is recommended that the Board of Trustees approve the Revised Board Policy - 300.1 - Policy Prohibiting Sex-based Misconduct.
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.8 Approval of FY25 Budget

It is recommended that the Board of Trustees the budget for fiscal year 2025.
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.9 Approval of Moraine Valley Professionals Organization Agreement (July 1, 2024 - June 30, 2027)

It is recommended that the Board approve the Moraine Valley Professionals Organization Agreement (July 1, 2024 - June 30, 2027).
(DOCUMENT T - SUPPLEMENT TO MINUTES)

ROLL CALL VOTE TAKEN on Consent Agenda Items 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, and 9.11 (including travel reimbursements); 10.1-1, 10.1-1(a), 10.1-1(b), 10.1-2, 10.1-5, 10.1-5(a), and 10.1-5(b); 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, Robinson, Sullivan
Present: O'Day
Absent: None.
Student
Advisory: Yes.

Motion carried.

Trustee Sullivan asked if agenda item 10.1-6 Reclassifications (Promotions, Transfers, Corrections, etc.) was excluded purposefully from the consent agenda. It was noted that there was no report for the month of September 2024 for agenda item 10.1-6.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. CLOSED SESSION

Chair McElroy Kirkwood noted that the agenda for the regular meeting of September 17, 2024, included a 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. She indicated that the closed session was no longer needed. The Board did not enter closed session on Tuesday, September 17, 2024.

XV. ADJOURNMENT

The meeting adjourned at 6:39 PM.

BOARD REPORTS AND/OR REQUESTS

- | | | |
|-----|-------------------------------------|--------|
| 5.1 | ICCTA Meeting Report - P. Murphy | Verbal |
| 5.2 | Student Trustee Report - S. DaCosta | Verbal |
| 5.3 | ACCT Leadership Congress Reports | Verbal |

REPORTS OF ADMINISTRATION

6.1 President's Report

Verbal

- 2024 ACCT Central Region Trustee Leadership Award - Joseph P. Murphy
- 2024 ACCT National Faculty Member Award - Dr. John Sands
- FY2024 Audit Report
- 2024 Proposed Estimated Tax Levy

COMMUNICATIONS

- 7.1 Letter from Illinois State Senator Michael E. Hastings Regarding the
Moraine Valley Community College Press Conference Southwest
Education Center Renovations

Enclosed

ILLINOIS STATE SENATE



DISTRICT OFFICE:
20855 South LaGrange Road
Suite 102
Frankfort, IL 60423
(815) 464-5431

SPRINGFIELD OFFICE:
118 Capitol Building
Springfield, IL 62706
(217) 782-9595
www.SenatorHastings.com

Michael E. Hastings
STATE SENATOR · 19th DISTRICT

September 26, 2024

Dr. Pamela Haney
9000 W. College Pkwy
Building D, Room D215
Palos Hills, IL 60465-2478

RE: Moraine Valley Community College Press Conference

Dear Dr. Haney,

I wanted to take a moment to express my heartfelt thanks for hosting the recent press conference at the Southwest Education Center. Your efforts in bringing together community leaders and stakeholders to discuss the vital expansion of nursing clinicals at Silver Cross Hospital are truly commendable.

I also want to thank you for your leadership in expanding nursing education programs at Moraine Valley Community College. Your commitment to increasing the number of nurses in our community is essential for addressing the healthcare needs of our residents. The partnership between the nursing program and Silver Cross Hospital represents a significant opportunity for our students and the South Suburbs as a whole.

Your dedication to enhancing educational resources and clinical training will undoubtedly have a lasting impact on our community. I look forward to seeing the positive outcomes of these initiatives in the months and years to come.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike", written over a light blue horizontal line.

Michael E. Hastings
Senator

**MORaine VALLEY COMMUNITY COLLEGE
 COMMUNITY COLLEGE DISTRICT NO. 524
 TREASURER'S REPORT
 MONTH ENDED OCTOBER 31, 2024**

FUND	BEGINNING BALANCE	RECEIVED	DISBURSED	ENDING BALANCE
EDUCATION FUND	\$ 75,492,047.69	\$ 6,343,065.99	\$ 7,147,635.72	\$ 74,687,477.96
OPERATION & MAINT FUND	16,120,180.65	558,752.03	929,481.61	15,749,451.07
OPERATION & MAINT (RESTR.)	23,281,832.44	337,257.66	11,591.66	23,607,498.44
BOND & INTEREST FUND	9,330,548.40	132,662.17	-	9,463,210.57
AUXILIARY FUND	13,455,769.75	910,631.48	910,211.48	13,456,189.75
RESTRICTED PURPOSE FUND	10,302,202.77	3,805,434.54	1,664,287.08	12,443,350.23
WORKING CASH FUND	14,749,329.83	47,065.67	0.00	14,796,395.50
TRUST & AGENCY FUND	127,441.17	4,114.08	7,214.82	124,340.43
AUDIT FUND	140,436.60	2,197.80	0.00	142,634.40
LIAB, PROTECT & SETTLE FUND	282,290.51	17,592.09	0.00	299,882.60
TOTAL	<u>\$ 163,282,079.81</u>	<u>\$ 12,158,773.51</u>	<u>\$ 10,670,422.37</u>	<u>\$ 164,770,430.95</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS	\$ 22,550.00
HUNTINGTON BANK	1,021,050.83
OLD NATIONAL BANK	2,622,101.06
OLD NATIONAL BANK	1,749,848.89
OLD NATIONAL BANK	233,006.97
WINTRUST MAXSAFE	13,049,010.54
IL METROPOLITAN INVESTMENT FUND	12,038,992.16
IL METROPOLITAN INVESTMENT FUND	2,360,651.83
IL SCHOOL DIST LIQUID ASSEST FUND	9,498,882.22
IL PUBLIC TREASURERS FUND	18,339,354.91
SHORT TERM INVESTMENTS	76,324,450.00
LONG TERM INVESTMENTS	27,510,531.54
	<u>\$ 164,770,430.95</u>

**MORAIN VALLEY COMMUNITY COLLEGE
 COMMUNITY COLLEGE DISTRICT NO. 524
 ACCOUNT EXPENDITURE SUMMARIES
 MONTH ENDED OCTOBER 31, 2024**

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$ 7,147,635.72
9.3	OPERATION & MAINTENANCE FUND	929,481.61
9.4	OPERATION & MAINTENANCE (RESTR) FUND	11,591.66
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	910,211.48
9.7	RESTRICTED PURPOSE FUND	1,664,287.08
9.8	WORKING CASH FUND	-
9.9	TRUST & AGENCY FUND	7,214.82
9.10	AUDIT FUND	-
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	-
	TOTAL	<u>\$ 10,670,422.37</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
10.1-5(a)	Retirement – Administrative, Confidential, Managerial & Supervisory Staff	Enclosed
10.1-5(b)	Retirements – Faculty	Enclosed
10.1-5(c)	Retirements – Support Staff	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

SUBJECT REPORT – Full Time

Cedomir Bojovic	Groundskeeper Campus Operations	Effective: 11/18/24
William Keiss	Groundskeeper Campus Operations	Effective: 11/18/24
Isaiah Perez	Manager of Student Life Code of Conduct & Student Life	Effective: 11/6/24
Anuradha Shankaralingam	Senior Applications Developer Enterprise Applications and Web Services	Effective: 10/21/24
Thomas Sinagra Jr.	Groundskeeper Campus Operations	Effective: 11/18/24
Madisson Younglove	Assistant Director of Communications Marketing and Communications	Effective: 11/6/24

RECOMMENDED ACTION

That those 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)

Dayna Busen

P.T. Departmental Assistant
Academic Services

L.O.A. (PARENTAL)
1/12/25 – 1/29/25

RECOMMENDED ACTION

That the above leave be granted.

SUBJECT REPORT - Resignations/Terminations

Corinne Johnston	Assistant Director, Resource Development Resource Development	Effective: 10/16/24
Carole Sharwarko	Project Coordinator Marketing and Communications	Effective: 11/12/24

RECOMMENDED ACTION

That the above be approved as presented.

Retirement – Administrative, Confidential, Managerial & Supervisory Staff

The following employee has submitted a notice of retirement per date listed:

Carmela Ochoa	Coordinator, High School Equivalency Learning Enrichment and College Readiness	6/30/25
---------------	---	---------

RECOMMENDED ACTION

It is recommended that the request for retirement be approved as presented.

Retirements – Faculty

The following employees have submitted a notice of retirement per date listed:

Charles Bales	Professor, Mechanical Design and Drafting Science, Business, and Computer Technology	8/1/25
Sarah Bales	Professor, Biology Science, Business, and Computer Technology	8/1/25
Karen Borgstrom	Professor, Biology Science, Business, and Computer Technology	8/1/25
Maryan Jatczak	Associate Professor, Nursing Career Programs	8/1/25
Amy Madden	Professor, Mathematics Science, Business, and Computer Technology	8/1/25

RECOMMENDED ACTION

It is recommended that the requests for retirement be approved as presented.

Retirement – Support Staff

The following employees have submitted a notice of retirement per date listed:

Kathy Georgiou	Lead Cashier Bookstore	3/31/25
Leann Murphy	Program Assistant Corporate, Community, and Continuing Education	4/30/25
Carole Simko	Departmental Assistant Corporate, Community, and Continuing Education	6/30/25
Christine Toso	Accounting Clerk/Cashier Cashier's Office	6/30/25
Paula Young	Secretary II Liberal Arts	6/30/25

RECOMMENDED ACTION

It is recommended that the requests for retirement be approved as presented.

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

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Michelle Flory	Assistant Professor, Communications Liberal Arts	Pursuant to the terms of the Negotiated Agreement, promoted to Associate Professor Effective: Academic Year 2024-2025
Aaron Smith	Associate Professor, Philosophy Liberal Arts	Pursuant to the terms of the Negotiated Agreement, promoted to Professor Effective: Academic Year 2024-2025
Laura Vazquez	Secretary II Student Life Support Staff	Reclassified to: Secretary II Corporate, Community & Continuing Education Effective: 11/11/24

RECOMMENDED ACTION
That the above be approved as presented.

NEW BUSINESS

- *12.1 Affiliation Agreement with Absolutely Pawfect Pet Styling Enclosed
- *12.2 Affiliation Agreement with Aurora Health Care, Inc. (Health Information Technology) Enclosed
- *12.3 Affiliation Agreement with Chicago Ridge Fire Department (Emergency Medical Services Program) Enclosed
- *12.4 Affiliation Agreement with Lakeview Family Medical Care LLC (Medical Assistant) Enclosed
- *12.5 Affiliation Agreement with Loyola University Health System dba Loyola Medicine Enclosed
- *12.6 Affiliation Agreement with Serenity House (Addictions Studies) Enclosed
- *12.7 Affiliation Agreement with Village of Evergreen Park (Emergency Medical Services Program) Enclosed
- *12.8 Approval of Metropolitan Alliance of Police Agreement (July 1, 2024 - June 30, 2028) Enclosed
- *12.9 Life Safety Project - Building T HVAC Replacement Phase 1 Enclosed
- *12.10 2024 Toyota bZ4X Limited Re-Bid Enclosed
- *12.11 2025 Chevrolet Blazer EV RS eAWD Bid Enclosed
- *12.12 Revised Board Policy - 4410 - Residency Enclosed
- *12.13 Revised Board Policy - 4450 - Cooperative Agreements and Chargebacks Enclosed
- *12.14 New Board Policy - 4640 - Volunteer Emergency Worker Accommodation Enclosed
- *12.15 New Board Policy - 2120 - Policy and Bylaw Development Enclosed
- *12.16 Resolution Determining the 2024 Estimated Tax Levy and Public Hearing Enclosed
- *12.17 Summer Term - Fridays Enclosed
- *12.18 Acceptance of FY2024 Audit Enclosed

APPROVAL OF METROPOLITAN ALLIANCE OF POLICE AGREEMENT
July 1, 2024 - June 30, 2028

Recommended Action:

It is recommended that the Board of Trustees approve the Metropolitan Alliance of Police Agreement for the period July 1, 2024 through June 30, 2028.

Life Safety Project:
Building T HVAC Replacement Phase 1

This request represents our Life Safety Application for FY2026.

The heating, ventilation and air conditioner components and controls that serve the rooms in "T" Building are original and past their useful life. This project will replace the applicable components, controls and associated electrical.

Recommended Action:

It is recommended that the Board of Trustees approve the Life Safety Project as outlined on the attached application.

CAPITAL PROJECT APPLICATION FORM

(One Application Form per Project)

District/College and District # **Moraine Valley Community College # 524**
Contact Person **Bob Sterkowitz** Phone # **708-974-5302**
Project Title **Building T HVAC Replacement Phase 1**
Project Budget \$ **1,000,000** check here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2
Date **November 1, 2024**

Application Type (check the appropriate application type and follow instructions):

- Site acquisition-- see ICCB administrative rule 1501.604 d) or g) for additional material requirements and check here . (If this is a site acquisition and only land is being acquired ---no building--- then check here) --complete/submit Sections I and II with additional material requirements (if acquisition includes remodeling or new construction then you should also check the other appropriate application type and include description in the narrative portion of the application)
- Locally Funded New Construction--complete/submit Sections I and II.
- Locally Funded Remodeling--complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
- Protection, Health and Safety (PHS)--complete/submit Section I and Attachment PHS.
- Capital Renewal Project--complete/submit Section I and the three forms in the Architect Forms section of this manual. (Note: two of these should be completed by the architect.)

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- C. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1--top half of form for any project except PHS and bottom half of form for PHS projects only*)
- E. Funding source (*use the appropriate format on Attachment #2*)

- F. Locally funded project budget and certification form (Attachment #3) OR Attachment PHS.

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes No

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*) (*If land acquisition only then not necessary to complete this form*)

- C. Has the site been determined professionally to be suitable for construction purposes? Yes No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the new square footage or the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project below.

The heating, ventilation and air conditioner components and controls that serve the rooms in "T" Building are original and past its useful life. This project will replace the associated components, controls and associated electrical.

The new equipment will meet current energy code and provide better ventilation to the rooms.

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

The scope of work includes, but not limited to, replacement of Variable Air Volume Boxes, removal of all remaining pneumatic controls, installation of new direct digital controls related to the Variable Air Volume Boxes, and related electrical power to those boxes. The scope of work will also include removal of abandoned switchgear, conduit, and pull boxes located in the first floor mechanical room.

Attachment #1 Project Budget

Check One: (LOCALLY FUNDED -other than Protection, Health, and Safety- see below)

- New Construction
- Remodeling

Project Name Building T HVAC Replacement Phase 1

	Budget Amounts	
	New Construction	Remodeling
Land		N/A
Site Development		N/A
Construction (including Fixed Equipment)		
Mechanical		
Electrical		
General Conditions		
Contingency (10%)		
A/E Professional Fees		
Total		

Approved by the Moraine Valley Community College Board of Trustees

Date November 1, 2024

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project Name Building T HVAC Replacement Phase 1

	Budget Amounts
Project Costs	629,545.00
Contingency	82,955.00
A/E Professional Fees	87,500.00
Total	\$1,000,000.00

Attachment #2 Funding Source

District/College Name
Project Name

Check the source(s) of funds:

Available fund balance
(Including excess funds from
previously approved protection,
health, and safety projects) Fund name(s):

Bond Proceeds
(including protection, health,
and safety bonds) Type of bond issuance(s):

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01) Tax rate/fiscal year:

Contract for Deed
(ILCS 805/3-36) Term of Contract for Deed in months:

Lending Arrangement with a
Financial Institution
(ILCS 805/3-37) Term of Lending Arrangements in months:

Lease Agreement
(ILCS 805/3-38) Term of Lease in months:

Capital Renewal Funding Proposed Fiscal Year Source(s):

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Budget Certification (see attachment, always required)	<input checked="" type="checkbox"/>
Structural Integrity Certification (see attachment, if applicable)	<input type="checkbox"/>
Energy Conservation Certification (see attachment, if applicable)	<input checked="" type="checkbox"/>
Feasibility Study Identifying Need of the Project (district generated document)	<input type="checkbox"/>
Other District Documentation to Support the Justification of this Project	<input type="checkbox"/>

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Moraine Valley Community College Board of Trustees

Date

Signed _____, Chairperson

_____, Secretary

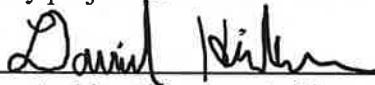
PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

David Hickman, PE
IMEG Corp
263 Shuman Boulevard, Suite 550
Naperville, Illinois 60563

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds are true and accurate. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.608 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

Date **November 1, 2024**

062.062554

Illinois Registration or License Number

Seal



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

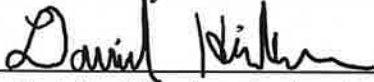
PROTECTION, HEALTH, AND SAFETY PROJECT

Certification for Energy Conservation

Name and address of architect/engineer providing the estimate:

David Hickman, PE
IMEG Corp
263 Shuman Boulevard, Suite 550
Naperville, Illinois 60563

I certify that the methods and calculations used to determine the estimated energy usage, cost savings, and payback period, as submitted in the attached, meet or exceed those prescribed by industry standards. I further certify that the historic energy costs used in these calculations reflect accurately those of the college.



Architect/Engineer's Signature

062.062554

Illinois Registration or License Number

Date **November 1, 2024**

Seal



Square Footage Summary Attachment

District/College Name **Moraine Valley Community College #524**

Project Name **Building T HVAC Replacement Phase 1**

Identify the increased square footage associated with a new construction project or provide a detailed summary of the space affected by this project. If additional explanation is necessary, please include in the scope of work narrative.

	<u>Net Assignable Square Feet</u>		
	<u>(Use this column for new construction only)</u>	<u>(Use these columns for remodeling projects only)</u>	
	New Square Footage	Existing Square Footage	Remodeled Square Footage
Classrooms			20,000
Laboratories			60,000
Offices			20,000
Study			
Special Use			10,000
Support			
Other			
Total NASF			
Total Gross Square Feet (GSF)			110,000
Efficiency (NASF / GSF)*	%	%	100%

*Minimum acceptable efficiency is 70 percent.

College Purchase Information Request Form

DATE: November 8 2024

TO: Dr. Pamela Haney
President

FROM: Dr Ryen Nagle
Title: VP Academic Affiars
Department: Career Programs/Automotive Tech

Name of Purchase:2024 Toyota bZ4X Limited Re-Bid

Type of Purchase: (Example: Technology, Nursing equipment, Facilities equipment, etc.):

Career Programs-Automotive Technology-Equipment

Sole/Single Source: If Yes No
Yes, provide reason:

Purchase Amount:\$ 49,181.03

Grant Funded: Yes No
If Yes, indicate which Grant will provide funding: Rev Up EV Grant

Department Account Number and Expense Object Code (15 digits; xx-xx-xxxx-xxxxxxx):
068212665806000

College Funded: Yes No
If Yes, indicate which Subdivision will provide funding:

Department Account Number and Expense Object Code (15 digits; xx-xx-xxxx-xxxxxxx):

Legal Bid Required: Yes No

Vendor Name: Continental Toyota, Hodgkins, Illinois

Request Description:

This request was initially bid in July 2024. No bids were received. The college issued a Re-bid in October 2024. One (1) bid, Continental Toyota of Hodgkins, Illinois, was received. Funding for this request is through the ICCB FY24-25 Rev Up EV Grant. Price includes vehicle, delivery, title, plates, and fees.

College Purpose (Please provide information as to whom this will serve; staff, students, community, etc.):

This electric vehicle will provide a variety of hands-on learning opportunities for the college's Automotive Technology Program students who will take the Electric Vehicle Service and Repair course. This course teaches our students how to work safely, perform maintenance, diagnose, and service various electric vehicles. These hands-on experiences will help prepare our students for employment opportunities in the automotive industry servicing electric vehicles.

College Purchase Information Request Form

DATE: November 8 2024

TO: Dr. Pamela Haney
President

FROM: Dr Ryen Nagle
Title: VP Academic Affiars
Department: Career Programs/Automotive Tech

Name of Purchase:2025 Chevrolet Blazer EV RS eAWD Bid

Type of Purchase: (Example: Technology, Nursing equipment, Facilities equipment, etc.):

Career Programs-Automotive Technology-Equipment

Sole/Single Source: If Yes No
Yes, provide reason:

Purchase Amount:\$ 52,869.03

Grant Funded: Yes No
If Yes, indicate which Grant will provide funding:Rev Up Grant

Department Account Number and Expense Object Code (15 digits; xx-xx-xxxx-xxxxxxx):
068212665806000

College Funded: Yes No
If Yes, indicate which Subdivision will provide funding:

Department Account Number and Expense Object Code (15 digits; xx-xx-xxxx-xxxxxxx):

Legal Bid Required: Yes No

Vendor Name: Advantage Chevrolet, Hodgkins, Illinois

Request Description:

This bid was issued in October 2024. One (1) bid, Advantage Chevrolet of Hodgkins, Illinois, was received. Funding for this request is through the ICCB FY24-25 Rev Up EV Grant. Price includes vehicle, delivery, title, plates, and fees.

College Purpose (Please provide information as to whom this will serve; staff, students, community, etc.):

As with other electric vehicle (EV) purchase requests, the purchase of this Chevrolet Blazer EV will continue to add variety to the EV fleet for the college's students who will take the Electric Vehicle Service and Repair course. This course teaches our students how to work safely, perform maintenance, diagnose, and servicing various electric vehicles. These hands-on experiences will help prepare our students for employment opportunities in the automotive industry servicing electric vehicles.

REVISED BOARD POLICY:
STUDENT DEVELOPMENT
#4410 – RESIDENCY

The revised policy is attached.

Recommended Action:

It is recommended that the Board approve the proposed revisions to Board Policy #4410 – Residency, as presented.

Student Development

Residency

~~A resident must live in the Moraine Valley Community College district at least 30 days prior to the start of the semester and meet at least one of these criteria:~~

- ~~1. Under 18 whose parent(s) or legal guardian(s) reside in the college district;~~
- ~~2. Under 18 who is married and who is established in a permanent family residence in the district;~~
- ~~3. Under 18 who resides in a dwelling he or she has purchased, and/or located in the district;~~
- ~~4. Eighteen or older who resides in the district, providing residence was not for the sole purpose of attending the college;~~
- ~~5. An individual who is employed for at least 35 hours per week by an entity located in the district or who is enrolled in a course that is being provided under terms of a contract for services between the employing entity and the college;~~

~~The residence of minors (those under 18 years of age) shall follow that of their parents or legal guardian.~~

~~It is the student's responsibility to demonstrate residency status. A student may be asked to display verification of residence before class registration can be completed. The following documents may be presented to verify residency: property tax statement, driver's license, Illinois state ID card, vehicle registration, copy of lease or purchase agreement, utility or telephone bill, or voter's registration card. Documents or bills that are used to verify residence are required to be in the student's name.~~

~~Residency status is determined at the time of registration. It will not be changed after the refund period for that semester.~~

~~The Dean of Enrollment Services or its designee will determine whether an applicant meets the residence criterion.~~

The Dean of Enrollment Services or designee shall determine the legal residence of each applicant for tuition purposes in accordance with administrative procedures and state law.

Legal Reference:

Illinois Public Community College Act

805/3-17: Admission of Students

805/3-28: Regulation of Admission of Students

805/6-4.1: Admission of Students not Qualified for Financial

Support: Out-of-State Students

[805/6-4.2: In-district Tuition Charge](#)

[Ill. Admin. Code tit. 23, § 1501.501 \(2023\)](#)

[Ill. Admin. Code tit. 23, § 1501.505 \(2018\)](#)

Policy

Adopted: 4/20/70

Amended: 3/23/76

Amended: 3/16/95

Amended: 10/12/95

Amended: 3/19/14

MORAIN VALLEY COMMUNITY COLLEGE
Palos Hills, Illinois

REVISED BOARD POLICY:
STUDENT DEVELOPMENT
#4450 – COOPERATIVE AGREEMENTS & CHARGEBACKS

The revised policy is attached.

Recommended Action:

It is recommended that the Board approve the proposed revisions to Board Policy #4450 – Cooperative Agreements & Chargebacks, as presented.

Student Development

Cooperative Agreements & ~~Chargebacks~~ Contracts

The College may enter into cooperative and contractual agreements to provide more accessible instructional services to students and increase efficiency in using educational resources. Copies of cooperative and contractual arrangements and the other institutions' catalogs shall be kept on file in the Dean of Enrollment Services office. ~~Moraine Valley has cooperative agreements with 26 suburban community college districts that enable Moraine Valley district residents to enroll in occupational programs not currently offered by Moraine Valley at in-district rates for that college.~~

~~A resident of the Moraine Valley Community College district may apply for chargeback to attend another Illinois community college if that individual is accepted into a career program at another Illinois community college that is not offered by Moraine Valley. Chargebacks will only be approved if submitted by the appropriate deadline as posted on the college website and catalog. When properly authorized, the Board will pay for the difference between the resident and non-resident tuition at the college of the student's choice.~~

Chargebacks do not apply if:

- ~~1. Student enrolls in a transfer program.~~
- ~~2. Student enrolls in classes that are part of continuing education, general studies, community services, or short-term job training program.~~

Legal Reference: ~~*Illinois Public Community College Act*
110ILCS 805/6-2: Attendance of Community College
Outside of District, Payment of Tuition~~

Illinois Public Community College Act
110 ILCS 805/6-1.5: Attending community college outside of resident
district
Ill. Admin. Code tit. 23, § 1501.307 (2020)

Policy

Adopted: 11/23/70
Amended: 10/12/95
Amended: 3/19/14

MORAIN VALLEY COMMUNITY COLLEGE
Palos Hills, Illinois

NEW BOARD POLICY:
STUDENT DEVELOPMENT
#4640 – VOLUNTEER EMERGENCY WORKER ACCOMMODATION

The proposed new policy is attached.

Recommended Action:

It is recommended that the Board approve the proposed new Board Policy #4640 – Volunteer Emergency Worker Accommodation, as presented.

Student DevelopmentVolunteer Emergency Worker Accommodation

The College shall reasonably accommodate a student's absence from class caused by their duties as a voluntary emergency worker. A student who believes they have been denied reasonable accommodations may seek redress through the Student Complaint process. The Vice President of Student Development and the Vice President of Academic Affairs shall develop administrative procedures to implement this policy.

Legal Reference: *Volunteer Emergency Worker Higher Education Protection Act*
 110 ILCS 122
 Volunteer Emergency Worker Job Protection Act
 50 ILCS 748

Policy
Adopted:

MORAIN VALLEY COMMUNITY COLLEGE
Palos Hills, Illinois

NEW BOARD POLICY:
FUNCTIONS AND ORGANIZATION OF THE BOARD
#2120 – POLICY AND BYLAW DEVELOPMENT

The proposed new policy is attached.

Recommended Action:

It is recommended that the Board approve the proposed new Board Policy #2120 – Policy and Bylaw Development, as presented.

Functions and Organization of the Board

Policy and Bylaw Development

Within the context of current law, the College shall be guided by Board-adopted written policies that are given appropriate distribution and are accessible to employees, students, and community residents.

Harmony with Law and Severability

Newly enacted law is applicable when effective. No policy or regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable law. If any portion of a policy or its application to any person or circumstance is found to be invalid, that invalidity shall not affect other provisions or applications of policy that can be given effect without the invalid provision or application. To this end, the provisions of this policy manual are declared to be severable.

Policy Development

Policies and policy amendments shall be recommended for the Board's consideration by the College President after a thorough review process in accordance with administrative procedures. Board members who wish to discuss a policy or policy amendments shall notify the Board Chair and College President. Policies may be adopted or amended by a majority of the Board at any regular or special meeting, provided that Board members have had advance written notice of the proposed change and it has been placed on the agenda for such meeting. Policies shall become effective at the time of adoption.

Official Policy Manual

The Board shall designate one copy of the policy manual as the official policy manual of the College. The official copy shall be kept in the central administration office, and the College President shall be responsible for its accuracy and integrity and shall maintain a historical record of the College's policy manual.

Legal Reference: *Illinois Public Community College Act*
110ILCS 805/3-25

Policy
Adopted:

MORAIN VALLEY COMMUNITY COLLEGE
Palos Hills, Illinois

RESOLUTION DETERMINING THE ESTIMATED TAX LEVY
FOR THE 2024 TAX YEAR AND
SCHEDULING A PUBLIC HEARING THEREON

(See attached Resolution)

Recommended Action:

It is recommended that the Board of Trustees approve the resolution as presented.

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

**RESOLUTION DETERMINING THE ESTIMATED TAX LEVY
FOR THE 2024 TAX YEAR AND
SCHEDULING A PUBLIC HEARING THEREON**

WHEREAS, pursuant to Illinois Property Tax Code 35 ILCS 200/Article 18, Division 2, Sections 18-60 through 18-85 of the Truth in Taxation Law, the Board of Trustees at Moraine Valley Community College, District No. 524, Cook County, Illinois, is required to determine the amounts of money estimated to be necessary to be raised by taxation for Tax Year 2024; and

WHEREAS, the Board is required to conduct a public hearing on said estimated determination on December 17, 2024; and

WHEREAS, the Board is further required to publish notification of the proposed property tax levy;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MORAIN VALLEY COMMUNITY COLLEGE, COMMUNITY COLLEGE DISTRICT NO. 524, COUNTY OF COOK AND STATE OF ILLINOIS, as follows:

Section 1: A public hearing on the Board's intent to adopt an aggregate levy shall be held on December 17, 2024, at 6:00 p.m. in Board Room D219. The meeting will be conducted in person with virtual access provided by teleconference online or by phone. Details can be found at <https://www.morainevalley.edu/about/board-trustees/meetings-agendas-and-packets/>. Attached hereto as Exhibit A is the estimate of the tax levy.

Section 2: The Board Secretary is hereby authorized and directed to cause notice of public hearing on the Board's estimate of taxes to be levied pursuant to 35 ILCS 200/18-80 in a newspaper of general circulation within the District not more than fourteen (14) days nor less than seven (7) days prior to the date of the public hearing. The notice shall be substantially in the form of Exhibit A.

Section 3: All members of the public shall be invited to the public hearing to comment upon the proposed tax levy.

Section 4: This Resolution shall be in full force and effect from and after its passage.

PASSED this 19th day of November, 2024.

AYES:

NAYS:

ABSENT:

APPROVED this 19th day of November, 2024.

Chairperson

ATTEST:

Secretary

EXHIBIT A

**Notice of Proposed Property Tax Levy for
MORAIN VALLEY COMMUNITY COLLEGE
Community College District No. 524, Palos Hills, Cook County, Illinois**

- I. A public hearing to approve a proposed property tax levy for Moraine Valley Community College, Community College District No. 524, Palos Hills, Illinois for Tax Year 2024 will be held on Tuesday, December 17, 2024, at 6:00 p.m. in Board Room D219, 9000 W. College Parkway, Palos Hills, IL 60465-0937, and will be conducted in person with virtual access provided by teleconference online or by phone. Details can be found at <https://www.morainevalley.edu/about/board-trustees/meetings-agendas-and-packets/>.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Dr. Pamela J. Haney, President, Moraine Valley Community College, 9000 W. College Parkway, Palos Hills, IL 60465; 708-974-5201.

- II. The corporate and special purpose property taxes extended or abated for Tax Year 2023 were \$38,438,514.

The proposed corporate and special purpose property taxes to be levied for Tax Year 2024 are \$40,108,500. This represents a 4.34 percentage increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for Tax Year 2023 were \$7,915,688.

The estimated property taxes to be levied for debt service and public building commission leases for Tax Year 2024 are \$7,997,738. This represents a 1.04 percentage increase over the previous year.

- IV. The total property taxes extended or abated for Tax Year 2023 were \$46,354,202.

The estimated total property taxes to be levied for Tax Year 2024 are \$48,106,238. This represents a 3.78 percentage increase over the previous year.

Summer Term - Fridays

According to the Association agreements, the following schedule is recommended for Summer:

Summer schedule for full days off for Fridays during the summer term.

Staff will continue to work an additional 15 minutes per day during the traditional Spring and Fall academic terms. The College will not operate business hours on Fridays during the summer. The police department shall not participate in summer workweek hours and shall maintain a 40-hour workweek throughout the entire calendar year.

RECOMMENDED ACTION

It is recommended that the Board of Trustees adopt a summer schedule for full days off for Fridays during the summer term. The College will not operate business hours on Fridays during the summer.

ACCEPTANCE OF AUDIT

The FY2024 Audit has been presented. The recommendation is to accept the Audit so it can be submitted to the state. It is included as a separate document.

Recommended Action:

It is recommended that the Board of Trustees accept the Audit for the fiscal year ending June 30, 2024, as presented. A copy of the Audit will be filed with the State of Illinois.