

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 Immediately Following Public Hearing on the Tax Levy, 6:00 PM, Tuesday, December 17, 2024, Board Room D219 9000 West College Parkway Palos Hills, IL 60465. Virtual access is provided by teleconference online via www.morainevalley.edu/BOTdec17 or by phone 1-312-535-8110 with Meeting ID 2865 208 7585, p/w: mA4PQyE8mM3 (62477938 from phones).

A G E N D A

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **MINUTES**
 - 1) Unapproved Minutes - Regular Meeting - November 19, 2024
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
 - 1) Student Trustee Report – S. DaCosta
6. **REPORTS OF ADMINISTRATION**
 - 1) President's Report
 - Annual Grants Report
7. **COMMUNICATIONS**
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)
 - a. * Sabbatical Leave – Faculty
 - 5) * Resignations/Terminations

- a. * Retirements – Faculty
- 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)
- 11. **UNFINISHED BUSINESS**
- 12. **NEW BUSINESS**
 - 1) * Affiliation Agreement with Loyola University Medical Center (Medical Assistant)
 - 2) * 2024 LRC (Library) Classroom Furniture Purchase
 - 3) * 2025 Parking Lot Lighting Upgrades Bid
 - 4) * NDT Liquid Penetrant Testing Equipment Bid
 - 5) * Review of Closed Session Written Minutes and Audio Tapes
 - 6) * Approval of New Certificate Program: Electric Vehicle Service and Repair
 - 7) * Adoption of Resolution Setting Forth Tax Levies for 2024 and Approval of Tax Certificate of Tax Levy for 2024
 - 8) * Property Tax Limitation Resolution
 - 9) * Resolution abating the tax heretofore levied for the year 2024 to pay debt service on General Obligation Refunding Bonds (Alternative Revenue Source), Series 2022, of Community College District No. 524, County of Cook and State of Illinois
 - 10) * Tuition and Fees Increase
 - 11) * ICCB Recognition Request
 - 12) * Auditing Firm Approval
 - 13) * Revised Board Policy - 7121 - Qualifications of Instructional Staff
- 13. **MISCELLANEOUS**
- 14. **AUDIENCE PARTICIPATION**
- 15. **ADJOURNMENT**

MINUTES

Approved Minutes - Committee of the Whole of the Board Meeting,
October 15, 2024

Enclosed

Approved Minutes - Regular Meeting, October 15, 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, 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 5:02 PM.

II. ROLL CALL

Present: Beth McElroy Kirkwood, Chair; Eileen Kerlin Walsh; Joseph Murphy (Arrived at 5:05 p.m.); Patricia Joan Murphy; Jaclyn O’Day; Tiffany S. Robinson (Arrived at 5:11 p.m.); Tracy M. Sullivan

Absent: Stefanie DaCosta, Student Trustee

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.

IV. BOARD POLICY REVIEW

The meeting began with a discussion of Board Policies and a presentation by Kelly Grab, Compliance Officer. Ms. Grab briefly discussed the Board Policy Overview document, which was presented during the Committee of the Whole of the Board meeting on September 17, 2024. She noted that the document had stayed the same since their last meeting. Ms. Grab presented a proposed new Board Policy 2120, Policy and Bylaw Development. She described the proposed policy, noting that the college shall be guided by Board-adopted written policies that are given appropriate distribution and are accessible to employees, students, and community residents.

The proposed new policy clarifies how Board policies are recommended for the Board's consideration, stating that policy amendments shall be recommended to the Board by the College President only after the Board is provided with advance written

notice prior to the Board meeting for which the policy is on the agenda for approval. She noted that the only exception is if the policy conflicts with applicable law.

Ms. Grab then provided the Board with a draft timeline for the college to review all existing Board policies. The Board Policy Manual will be split into sections for review by members of the Executive Leadership Team, deans/directors, or other college personnel. If revisions are necessary, the Executive Leadership Team member will draft the revisions with the Compliance Officer. The revised policies will be reviewed by the Executive Leadership Team and presented to the Board during a Committee of the Whole of the Board meeting for a first reading.

Trustee Sullivan asked about the next steps for approving the proposed Board Policy 2120, Policy, and Bylaw Development. Ms. Grab confirmed that the policy would be up for approval during the November 2024 Board meeting. Trustee Joseph Murphy asked if Board policies require two readings for approval. Ms. Grab said that the second reading is not required by law, but it has been the college's policy to provide policy revisions a month before the board meeting; subsequently, the policy will be on the agenda at the next regular meeting for approval. Trustee Kerlin Walsh commented that a second reading may have been done to allow the Board to provide feedback on the policies before the policies are listed on the agenda for approval.

Trustee O'Day asked Megan Steigauf, legal counsel for the college, if she could provide an answer regarding a question Trustee O'Day asked during the previous Committee of the Whole meeting regarding the IL Community College Act and whether it states if a Trustee is able to bring forth Board policy changes. Ms. Steigauf confirmed that no state statute prohibits a Trustee from bringing forward a policy, but the current Board policy delegates the task to the College President.

Trustee O'Day stated she plans to vote no on the proposed new policy in its current state. She noted that she spoke with her personal attorney, and she believes it is not in line with the law to only allow the College President to recommend Board policies. She said she believed the policy in its current state was not in the best interest of the taxpayers, college employees, and students.

Secretary Robinson said it is her understanding that Trustees can bring Board policy suggestions to the President's attention and that the Board still ultimately decides on whether a policy should be approved. Trustee Sullivan said she sees value in the Trustees having the ability to provide feedback, especially if they are content experts regarding specific topics.

Trustee Sullivan stressed the importance of the Board deciding on a policy so that all members of the Board are on the same page in the future. Chair McElroy Kirkwood said she believes Dr. Haney has had an open-door policy allowing Trustees to come to her with questions and suggestions. She noted the importance of sharing suggestions with Dr. Haney and the Board Chair instead of reaching out to Trustees

individually. Trustee Sullivan suggested updating the new policy to clearly outline the process.

Trustee Joseph Murphy said he believes the Board should tread carefully and rely on college employees to develop Board policies. He noted that the college employees are experts in their areas and deal with content daily. Secretary Robinson said she agrees with Trustee Joseph Murphy, but she also agrees with Trustee Sullivan that it would be beneficial to collaborate in developing Board policies when Trustees are experts in certain areas.

The Board agreed that the proposed new Board Policy 2120, Policy and Bylaw Development, shall be edited to include text stating that Board members who wish to discuss a policy or policy amendments shall notify the Board Chair and College President. The Board agreed that the proposed new Board Policy 2120, Policy and Bylaw Development, will be included as an agenda item for approval during the regular meeting on November 19, 2024. The revised version of the policy will be shared with the Board before the meeting.

V. TRUSTEE DISCUSSION

The Board agreed that the next Committee of the Whole of the Board meeting will be tentatively scheduled for March 2025. During this meeting, the Board will review the first batch of Board policy revision recommendations. The Board noted that the meeting date is subject to change depending on the progress of the review of existing Board policies.

VI. ADJOURNMENT

The meeting adjourned at 5:46 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, 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.

BOARD REPORTS AND/OR REQUESTS

5.1 Student Trustee Report - S. DaCosta

Verbal

REPORTS OF ADMINISTRATION

6.1 President's Report

Verbal

- Annual Grants Report

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED NOVEMBER 30, 2024**

FUND	BEGINNING BALANCE	RECEIVED	DISBURSED	ENDING BALANCE
EDUCATION FUND	\$ 74,687,477.96	\$ 2,890,553.25	\$ 8,285,889.83	\$ 69,292,141.38
OPERATION & MAINT FUND	15,749,451.07	212,805.91	878,255.17	15,084,001.81
OPERATION & MAINT (RESTR.)	23,607,498.44	300,893.78	493,483.31	23,414,908.91
BOND & INTEREST FUND	9,463,210.57	453,193.94	7,757,150.00	2,159,254.51
AUXILIARY FUND	13,456,189.75	1,023,349.86	809,755.85	13,669,783.76
RESTRICTED PURPOSE FUND	12,443,350.23	1,269,821.82	4,297,567.83	9,415,604.22
WORKING CASH FUND	14,796,395.50	32,031.23	-	14,828,426.73
TRUST & AGENCY FUND	124,340.43	645.10	6,982.67	118,002.86
AUDIT FUND	142,634.40	432.85	35,000.00	108,067.25
LIAB, PROTECT & SETTLE FUND	299,882.60	-	15,211.00	284,671.60
TOTAL	<u>\$ 164,770,430.95</u>	<u>\$ 6,183,727.74</u>	<u>\$ 22,579,295.66</u>	<u>\$ 148,374,863.03</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS	\$ 22,550.00
HUNTINGTON BANK	1,014,713.26
OLD NATIONAL BANK	2,481,271.51
OLD NATIONAL BANK	233,848.20
WINTRUST MAXSAFE	13,104,476.02
IL METROPOLITAN INVESTMENT FUND	12,086,648.16
IL METROPOLITAN INVESTMENT FUND	2,347,977.62
IL SCHOOL DIST LIQUID ASSEST FUND	9,537,512.11
IL PUBLIC TREASURERS FUND	5,204,684.61
SHORT TERM INVESTMENTS	74,835,350.00
LONG TERM INVESTMENTS	27,505,831.54
	<u>\$ 148,374,863.03</u>

**MORAIN VALLEY COMMUNITY COLLEGE
 COMMUNITY COLLEGE DISTRICT NO. 524
 ACCOUNT EXPENDITURE SUMMARIES
 MONTH ENDED NOVEMBER 30, 2024**

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$ 8,285,889.83
9.3	OPERATION & MAINTENANCE FUND	878,255.17
9.4	OPERATION & MAINTENANCE (RESTR) FUND	493,483.31
9.5	BOND & INTEREST FUND	7,757,150.00
9.6	AUXILIARY ENTERPRISE FUND	809,755.85
9.7	RESTRICTED PURPOSE FUND	4,297,567.83
9.8	WORKING CASH FUND	-
9.9	TRUST & AGENCY FUND	6,982.67
9.10	AUDIT FUND	35,000.00
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	15,211.00
	TOTAL	<u>\$ 22,579,295.66</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)	None
10.1-4(a)	Sabbatical Leave – Faculty	Enclosed
10.1-5	Resignations/Terminations	Enclosed
10.1-5(a)	Retirements – Faculty	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

SUBJECT REPORT – Full Time

David Dammon	Vice President, Administrative Services President’s Office	Effective: 1/13/25
Helen Wood	Assistant Dean, Science, Business & Computer Technology Science, Business & Computer Technology	Effective: 1/13/25

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.

Sabbatical Leave – Faculty

In accordance with the Faculty Negotiated Agreement, one (1) application for sabbatical leave was received. The application was reviewed by the Faculty Development Committee, the appropriate Dean and the Vice President of Academic Affairs. It is recommended that the following faculty member be granted a sabbatical leave:

Erik LaGattuta, Professor, Painting & Drawing
Fall 2025 semester with full pay

RECOMMENDED ACTION

That the above leave be granted.

SUBJECT REPORT - Resignations/Terminations

Sarah Rio	Secretary II Career Programs	Effective: 11/21/24
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Jennifer Ross Hernandez	Dispatcher Police Department	Effective: 11/13/24
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RECOMMENDED ACTION

That the above be approved as presented.

Retirements – Faculty

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

Rose Bielat-Rich	Associate Professor, Office Technology Science, Business, & Computer Technology	8/1/25
Clare DeVries	Instructor, Basic Nurse Assistant Career Programs	8/1/25

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>
Denise Makropoulos	P.T. Bookstore Cashier Bookstore Support Staff	Reclassified to: F.T. Textbook Expeditor Effective: 12/2/24
Azia Martin	Warehouse Supervisor Purchasing Administrative Classified	Reclassified to: Warehouse & Purchasing Supervisor Effective: 1/6/25
Sumeet Singh	Instructor, Academic Advising Counseling & Advising	Pursuant to the terms of the Negotiated Agreement, promoted to Assistant Professor Effective: Academic Year 2024-2025

RECOMMENDED ACTION
That the above be approved as presented.

NEW BUSINESS

- | | | |
|--------|---|----------|
| *12.1 | Affiliation Agreement with Loyola University Medical Center (Medical Assistant) | Enclosed |
| *12.2 | 2024 LRC (Library) Classroom Furniture Purchase | Enclosed |
| *12.3 | 2025 Parking Lot Lighting Upgrades Bid | Enclosed |
| *12.4 | NDT Liquid Penetrant Testing Equipment Bid | Enclosed |
| *12.5 | Review of Closed Session Written Minutes and Audio Tapes | Enclosed |
| *12.6 | Approval of New Certificate Program: Electric Vehicle Service and Repair | Enclosed |
| *12.7 | Adoption of Resolution Setting Forth Tax Levies for 2024 and Approval of Tax Certificate of Tax Levy for 2024 | Enclosed |
| *12.8 | Property Tax Limitation Resolution | Enclosed |
| *12.9 | Resolution abating the tax heretofore levied for the year 2024 to pay debt service on General Obligation Refunding Bonds (Alternative Revenue Source), Series 2022, of Community College District No. 524, County of Cook and State of Illinois | Enclosed |
| *12.10 | Tuition and Fees Increase | Enclosed |
| *12.11 | ICCB Recognition Request | Enclosed |
| *12.12 | Auditing Firm Approval | Enclosed |
| *12.13 | Revised Board Policy - 7121 - Qualifications of Instructional Staff | Enclosed |

College Purchase Information Request Form

DATE: December 6, 2024

TO: Dr. Pamela Haney
President

FROM: Dr Ryen Nagle
Title: VP Academic Affairs
Department: Library

Name of Purchase: 2024 LRC (Library) Classroom Furniture Purchase

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

LRC (Library) Furniture for L209

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

Purchase Amount: \$ 33,804.06

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

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

College Funded: Yes No
If Yes, indicate which Subdivision will provide funding: Library/Learning Resource Center

Department Account Number and Expense Object Code (15 digits; xx-xx-xxxx-xxxxxxx):
01-14-2010-5401103

Legal Bid Required: Yes No

Vendor Name: Kruger International (KI)

Request Description:

This request is to purchase furniture for classroom L209 to convert from a traditional and outdated (2004) desktop computer workstation lab to a wireless classroom structure. Pricing for this purchase is available via the Illinois Public Higher Education Cooperative (IPHEC) as an allowable joint purchase agreement extended to community colleges.

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

This request will allow for a wireless classroom structure to facilitate active learning with hyflex components. Hyflex learning is a teaching method that was designed to combine online and traditional classroom based components to better serve student needs and accessibility. This furniture is mobile and adjustable to accommodate all student needs and foster an inclusive learning environment. This lab will be utilized by all faculty to model hyflex courses and investigate possibilities for new course modalities on campus.

College Purchase Information Request Form

DATE: December 9, 2024

TO: Dr. Pamela Haney
President

FROM: Robert Sterkowiz
Title: Financial Specialist PT VP Administrative Services
Department: Campus Operations

Name of Purchase: 2025 Parking Lot Lighting Upgrades Bid

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

Campus Operations/Grounds upgrades. Four (4) bids were received.

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

Purchase Amount: \$ 167,987.00

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

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

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

Department Account Number and Expense Object Code (15 digits; xx-xx-xxxx-xxxxxxx):
03-25-7290-5802000

Legal Bid Required: Yes No

Vendor Name: Airport Electric, Chicago, IL

Request Description:

Replacement of parking lot poles, bases, conduits and wire. Cutting and patching of existing asphalt, concrete curbs and other general work and removal of the bases.

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

Underground conduits have failed in light poles in parking lots D, S and T. These conduits have deteriorated over time and are causing the lights to not energize. These replacements are necessary from a public safety perspective for students, staff and community members.

College Purchase Information Request Form

DATE: December 10, 2024

TO: Dr. Pamela Haney
President

FROM: Dr Ryen Nagle
Title: VP Academic Affairs
Department: Non-destructive Testing (NDT)

Name of Purchase: NDT Liquid Penetrant Testing Equipment Bid

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

NDT Testing Equipment for the NDT Lab, T501. Substitute or equivalent items similar to those specified in the bidding documents were allowable. Two (2) bids were received.

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

Purchase Amount: \$ 56,455.00

Grant Funded: Yes No
If Yes, indicate which Grant will provide funding: Congressional Direct Grant for NDT

Department Account Number and Expense Object Code (15 digits; xx-xx-xxxx-xxxxxxx):
068141355806000

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: Berg Engineering & Sales Co., Inc., Rolling Meadows, IL

Request Description:

Upon review of bid submissions by the NDT faculty, it was determined that the bid submitted by Berg Engineering for the Magnaflux equipment as specified, best fits the needs of the college for instruction purposes than that of an equivalent or substitute product as submitted by Equipcon Group. Magnaflux equipment is recognized for being an industry standard for NDT equipment. Students in the program are more likely to use Magnaflux equipment in the field,

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

This purchase will allow the college to effectively and efficiently train and educate students on the latest NDT technologies and introduce the students to most comparable equipment utilized in the field. This will allow for an easier transition for the college's students and give our students an advantage when applying new knowledge in their career and for the PT level I/II courses at the college. This will be paid by the Congressional Direct Grant for Non-Destructive Technology.

REVIEW OF CLOSED SESSION WRITTEN MINUTES AND AUDIO TAPES

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

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

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

Recommended Action:

It is recommended that the written minutes of the closed session(s) held on June 1, 2024; and June 18, 2024, be released. Additionally, it is recommended that the audio/digital recordings of the December 20, 2022; January 11, 2023; January 24, 2023; February 21, 2023; March 21, 2023; May 8, 2023; May 10, 2023; May 11, 2023; and May 16, 2023, closed session meeting(s) be destroyed.

December 17, 2024
Item 12.5:

Written Minutes:

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

June 1, 2024
June 18, 2024

Audio Tapes:

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

December 20, 2022
January 11, 2023
January 24, 2023
February 21, 2023
March 21, 2023
May 8, 2023
May 10, 2023
May 11, 2023
May 16, 2023

APPROVAL OF NEW CERTIFICATE PROGRAM:
ELECTRIC VEHICLE SERVICE AND REPAIR CERTIFICATE

(See attached rationale)

Recommended Action:

It is recommended that the Board of Trustees approve a new certificate program for Electric Vehicle Service and Repair, effective fall 2025.

DATE: December 11, 2024
TO: Moraine Valley Board of Trustees
FROM: Dr. Ryen Nagle, Vice President of Academic Affairs
RE: **Electric Vehicle Service and Repair Certificate Program Approval**

The Moraine Valley Curriculum Development Group and the Curriculum Review Team have both approved the curriculum for the **Electric Vehicle Service and Repair** certificate program effective fall 2025.

The **Electric Vehicle Service and Repair** certificate is a 28-credit-hour program designed to familiarize the student with the technical aspects of operating and servicing various components and systems used in automotive applications. Classroom lecture is devoted to theory of operation, troubleshooting and repair. Lab work incorporates work on equipment in which safety, business ethics, testing procedures, and techniques are emphasized. Jobs are plentiful for automotive technicians with the strong electronics background needed to work on today's vehicles.

The coursework for the new certificate consists of a blend of existing Automotive Technology A.A.S. (AUT) courses and one new AUT 4 credit hour course - Electric Vehicle Service and Repair as a required career course. The new certificate program aligns with the automotive pathway and meets the requirements of an ICCB program of study that culminates in a postsecondary certificate. Students who complete the certificate can then proceed to complete the AAS in Automotive Technology at Moraine Valley, essentially creating a stackable credential and pathway.

This certificate program will prepare the student for an entry-level position in the automotive repair industry diagnosing and repairing electric and hybrid electric vehicles. Employment is expected to grow in proportion to electric vehicle (EV) sales. From 2022 to 2023, EV registrations in Illinois increased 43%, and nearly 90% of the state's registered EVs are in the Northern Illinois area serviced by electricity provider ComEd.

MVCC's Automotive Service Technician certificate and Automotive Technology A.A.S. degree are WIOA-approved training programs, and the local workforce innovation board, Chicago Cook Workforce Partnership, has provided a letter of support for this project to incorporate EV safety and maintenance into Automotive programs to help fill the growing workforce need for properly trained technicians.

Illinois employed 5,000 workers in the Electric Transportation industry in 2019. The proposed extension of a new program, Electric Vehicle and Service Repair will increase Moraine Valley's capacity to offer training in the growing field of electric vehicle maintenance and repair. The curriculum materials have been reviewed and approved at each step of the college's curriculum review process. Therefore, based upon the review of this new certificate, I recommend it be presented to the Board of Trustees for consideration at its December meeting.

Thank you for your consideration of this recommendation.

Electric Vehicle Service and Repair Certificate – 28 credit hours

This certificate program prepares the student for an entry-level position in the automotive repair industry diagnosing and repairing Electric Vehicles and Hybrid Electric Vehicles.

Required Career Courses – 28 credit hours as follows:

AUT 112	Introductory Automotive Technology	4
AUT 114	Electrical/Electronic Systems I	4
AUT 125	Performance and Driveability I	4
AUT 214	Electrical/Electronic Systems II	4
AUT 246	Heating & Air Conditioning Systems	4
AUT 232	Performance & Driveability II	4
AUT 248	Electric Vehicle Service and Repair	4

Suggested Schedule

Semester 1

AUT 112	Introductory Automotive Technology	4
AUT 114	Electrical/Electronic Systems I	4

**AUT 114 (must complete 1st semester to qualify for AUT 125 and AUT 214 in 2nd semester)*

Semester 2

AUT 125	Performance and Driveability I	4
AUT 214	Electrical/Electronic Systems II	4
AUT 246	Heating & Air Conditioning Systems	4

**AUT 125 (must complete 2nd semester to qualify for AUT 232 in 3rd semester)*

Semester 3

AUT 232	Performance & Driveability II	4
AUT 248	Electric Vehicle Service and Repair	4

ADOPTION OF RESOLUTION SETTING FORTH TAX LEVIES FOR 2024 AND
APPROVAL OF CERTIFICATE OF TAX LEVY FOR 2024

This resolution sets forth the levy recommended at the November 19, 2024 Board meeting. The Certificate of Tax Levy is a part of this resolution. See attached resolution.

Recommended Action:

It is recommended that the Board of Trustees adopt the Resolution Setting Forth Tax Levies for 2024 and approve the Certificate of Tax Levy for 2024.

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

RESOLUTION SETTING FORTH TAX LEVIES FOR 2024

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

SECTION 1: That the sum of Twenty-Eight Million One Hundred Thousand Dollars (\$28,100,000) be levied as a tax for Educational purposes; and the sum of Nine Million Seven Hundred Fifty Thousand Dollars (\$9,750,000) be levied as a tax for Operations and Maintenance purposes; and the sum of One Million One Hundred Fifty Thousand Dollars (\$1,150,000) be levied as a special tax for the purposes of Local Government and Governmental Employees Tort Immunity Act; and the sum of One Hundred Eight Thousand Five Hundred Dollars (\$108,500) be levied as a special tax for Financial Audit purposes; and the sum of One Million Dollars (\$1,000,000) be levied as a special tax for Protection Health and Safety purposes on the equalized assessed value of the taxable property of Community College District 524, County of Cook and State of Illinois, for the year 2024 to be collected in the year 2025; and that the levy for the year 2024 be allocated 50% for Fiscal Year 2025 and 50% for Fiscal Year 2026.

SECTION 2: That the Secretary of the Board of Trustees of Community College District 524, County of Cook and State of Illinois, is hereby authorized and directed to file a Certificate of Tax Levy in substantially the form that is attached hereto with the County Clerk of Cook County, Illinois, on or before the last Tuesday of December 2024.

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

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

PASSED this 17th day of December, 2024.

AYES:

NAYS:

ABSENT:

Chairperson, Board of Trustees

ATTEST:

Secretary, Board of Trustees

CERTIFICATE OF TAX LEVY

Community College District No 524 County Cook

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

the sum of \$ 28,100,000 to be levied as a tax for educational purposes, and

the sum of \$ 9,750,000 to be levied as a tax for operations and maintenance purposes, and

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

the sum of \$ 1,150,000 to be levied as a special tax for the purposes of Local Government and Governmental Employees Tort Immunity Act, and

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

the sum of \$ 108,500 to be levied as a special tax for financial audit purposes, and

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

the sum of \$ - to be levied as a special tax for (specify) _____ purposes, on the taxable property of our community college district for the year 2024.

Signed this 17th day of December, 2024 _____
MVCC Chairperson of the Board

MVCC Secretary of the Board

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

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

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

DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT

This is to certify that the Certificate of Tax Levy for Community College District No. 524 County of Cook and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2024 was filed in the office of the County Clerk of this county on _____, 2024.

In addition to an extension of taxes authorized by levies made by the board of said community college district, an additional extension(s) will be made, as authorized by the resolution on file with this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 2024 is

\$ _____.

Date County Clerk and County

COOK COUNTY TRUTH IN TAXATION LAW

CERTIFICATE OF COMPLIANCE

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

This certificate applies to the 2024 tax levy.

Beth McElroy Kirkwood, Chair
Board of Trustees

December 17, 2024
Date

PROPERTY TAX LIMITATION RESOLUTION

See attached resolution.

Recommended Action:

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

Property Tax Limitation Resolution

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

Life Safety	\$ 1,000,000
Audit	108,500
Liability Ins. and Tort	1,150,000

Funds to be limited if necessary:

Education	28,100,000
not below	27,257,000
Building (O&M)	9,750,000
not below	9,555,000

Adopted this 17th day of December 2024

Chair
Board of Trustees

MINUTES of a regular public meeting of the Board of Trustees of Moraine Valley Community College, Community College District No. 524, County of Cook and State of Illinois, held on Tuesday, December 17, 2024, at 6:00 p.m. in Building D, Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465-0937. Meeting was conducted in person with virtual access provided by teleconference online or by phone with all meeting content and public comments, via phone or otherwise, being recorded.

* * *

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

and _____ (non-voting student member).

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

The Chair announced that the next item of business before the Board of Trustees was the consideration of a resolution abating the tax heretofore levied for the year 2024 to pay debt service on the District's General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022.

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

RESOLUTION abating the tax heretofore levied for the year 2024 to pay debt service on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022, of Community College District No. 524, County of Cook and State of Illinois.

* * *

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

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

WHEREAS, it is necessary and in the best interests of the District that the tax heretofore levied for the year 2024 to pay principal and interest on the Bonds be abated:

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

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

Section 2. Abatement of Tax. The tax heretofore levied for the year 2024 in the Resolution is hereby abated in its entirety.

Section 3. Filing of Resolution. Forthwith upon the adoption of this Resolution, the Secretary of the Board shall file a certified copy hereof with the County Clerk of the County of Cook, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2024 in accordance with the provisions hereof.

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

Adopted December 17, 2024.

Chair, Board of Trustees

Secretary, Board of Trustees

* * *

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

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

Upon the roll being called, the following Trustees voted AYE: _____

NAY: _____

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

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

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

Secretary, Board of Trustees

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATION OF RESOLUTION AND MINUTES

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

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 17th day of December, 2024, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION abating the tax heretofore levied for the year 2024 to pay debt service on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022, of Community College District No. 524, County of Cook and State of Illinois.

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

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

IN WITNESS WHEREOF, I hereunto affix my official signature, this 17th day of December, 2024.

Secretary, Board of Trustees

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

FILING CERTIFICATE

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

RESOLUTION abating the tax heretofore levied for the year 2024 to pay debt service on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022, of Community College District No. 524, County of Cook and State of Illinois.

duly adopted by the Board of Trustees of the Community College District No. 524, County of Cook and State of Illinois, on the 17th day of December, 2024, and that the same has been deposited in the official files and records of my office.

I do further certify that the tax heretofore levied for the year 2024 for the payment of General Obligation Refunding Bonds (Alternate Revenue Source), Series 2022, as described in said resolution will be abated in its entirety as provided in said resolution.

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

Cook County Clerk

(SEAL)

TUITION AND FEES INCREASE

During the month of November, discussions were held with Board Members to consider a three-year proposal to increase tuition and fees as follows beginning with the Fall Semester in each fiscal year:

- Tuition: \$3 per credit hour increase in Fiscal Years 2026, 2027, and 2028
- College Activity Fee: \$2 per credit hour increase effective Fiscal Year 2026
- Technology Fee: \$1 per credit hour increase effective Fiscal Year 2027
- Construction/Infrastructure Fee: \$1 per credit hour increase effective Fiscal Year 2028

Recommended Action:

It is recommended that the Board of Trustees approve an increase in tuition and fees as discussed and noted above, effective for Fiscal Years 2026, 2027, and 2028.

ICCB RECOGNITION REQUEST

Based on a five-year cycle, ICCB staff members conduct recognition evaluations to assure that colleges are in compliance with ICCB standards relating to instruction, administrative affairs, finance, facilities, and equipment. Each district is required to submit an application for recognition in accordance with the provisions of Section 2-15 of the Illinois Public Community College Act. In preparation for the review, the college must submit a self-evaluation and a letter requesting the ICCB to assign a status of “recognition continued” to the college.

Recommended Action:

It is recommended that the Board of Trustees authorize the college to send the attached letter and appropriate materials to the Illinois Community College Board requesting “recognition continued” for the college.

Moraine Valley Community College

December 17, 2024

Brian Durham, Ed.D.
Executive Director
Illinois Community College Board
401 East Capitol Avenue
Springfield, IL 62701

Dear Dr. Durham:

On behalf of the Board of Trustees of Moraine Valley Community College, District 524, I request the Illinois Community College Board to assign a status of “recognition continued” for Moraine Valley Community College. The information that you requested, including a self-evaluation, is enclosed.

We look forward to hearing from you regarding our continued recognition. If there are additional materials or information that you need, please do not hesitate to contact College President Dr. Pamela Haney by email at haney@morainevalley.edu or by phone at 708-974-5201.

Sincerely,

Beth McElroy Kirkwood
Board Chair



AUDITING FIRM APPROVAL

Recommended Action:

It is recommended that the Board of Trustees approve RSM US, LLP, as independent auditor for Moraine Valley Community College for fiscal years 2025 – 2027, with an option for fiscal years 2028 – 2029 as per the attached proposal.



December 10, 2024

RSM US LLP

Moraine Valley Community College
9000 West College Parkway
Palos Hills, Illinois 60465

30 South Wacker Dr., Ste. 3300
Chicago, IL 60606-7481

O +1 312 634 3400
F +1 312 634 3410

www.rsmus.com

Attention: Ms. Beth McElroy Kirkwood, Board Chair
Dr. Pamela J. Haney, President
Mr. Michael Cipolla, Vice President of Financial and Business Services

Thank you for the opportunity to continue to serve Moraine Valley Community College (the College) and to submit our fee quote to renew our engagement relationship for fiscal years 2025 through 2027, with an option to renew for an additional 2 years. We have not prepared a comprehensive detailed proposal because of your familiarity with our firm. However, if detailed information is requested, we will provide it to you immediately.

As you know there are varying levels of services provided by CPA firms. Over the past several years we have demonstrated our commitment to the College by providing a high level of quality service that is timely and consistent. A strong continuity of well trained and experienced personnel has enabled the audit process to run smoothly each year, while also providing new personnel on the engagements to provide the College a fresh perspective.

There are several benefits to working with the same auditing firm. Over time, RSM has become familiar with the College's operations, policies, and procedures, which helps to streamline the audit process. Maintaining the same auditor ensures consistency in the audit process and reporting. A long-term relationship with the same audit firm fosters better communication, which can lead to more effective problem-solving and a more collaborative approach to addressing issues. Additionally, we've accumulated valuable knowledge about the College's history and challenges over time. This institutional knowledge enhances the quality of the audit and provides more insightful recommendations.

Our firm's policy is to estimate fees at amounts that are competitive but allow us to respond to your needs in providing high quality professional services. Our fees are based on the time required to complete an engagement at hourly rates which vary according to the level of experience and training of the individuals assigned.

Our professional fees for audit services for the years ending June 30, 2025 through June 30, 2029 are listed below.

	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
Audit Services*	\$110,500	\$116,500	\$123,000	\$130,000	\$137,000

*The fee quote assumes that one major program will be tested for the single audit. For each additional major program requiring testing, we will charge \$4,000-\$5,000, depending on the complexity of the program. We will discuss with the College if the need arises to test additional major programs prior to performing that testing for agreement.

The College has been a very important client to RSM, and we welcome any suggestions you may have that help us improve our service to you. We appreciate the opportunity to continue serving as the College's auditors. We are hopeful the above proposed fees will show the College our desire to continue as a partner in your success. We look forward with great enthusiasm to continue working with you in the future and to committing the resources of the firm to serving the College. We are proud to include you among our clients.

Please indicate your acceptance of the quoted fee included above by signing in the space below and returning a copy of this letter directly to me.

Very truly yours,

RSM US LLP



Kelly Kirkman, Partner

Confirmed on behalf of Moraine Valley Community College:

Beth McElroy Kirkwood
Board Chair

Date

Dr. Pamela J. Haney
President

Date

Michael Cipolla
Vice President of Financial and Business Services

Date

REVISED BOARD POLICY:

HUMAN RESOURCES

#7121 – QUALIFICATIONS OF INSTRUCTIONAL STAFF

The revised policy is attached.

Recommended Action:

It is recommended that the Board approve the proposed revisions to Board Policy #7121 – Qualifications of Instructional Staff, as presented.

Human Resources

Qualifications of Instructional Staff

The Vice President for Academic Affairs or designee shall define the qualifications of all instructional staff in accordance with the law, institutional accreditation standards, and programmatic accreditation/approval standards.

Legal Reference:

Ill. Admin. Code tit. 23, § 1501.303(f) (2024)

~~It shall be the duty of the Vice President for Academic Affairs and the deans to see that persons nominated for academic positions shall meet all legal qualifications set by the Board, by state regulations, and by any relevant professional standards of accrediting agencies. Each person recommended for appointment shall possess training and experience related to the type of service to be rendered. Prospective instructional staff members in academic subjects should have at least the master's degree from an accredited institution with emphasis on their specialization, although upon occasion less than the masters may be accepted. In career areas and certificate programs, outstanding experience and the ability to instruct may be substituted for the academic degree requirement.~~

~~The following policies shall serve as guidance in ascertaining the desirability of a person as a staff member:~~

- ~~1. The Vice President for Academic Affairs working with the deans under the general supervision of the President shall define general qualifications deemed best to fit a person for instruction in the college. In preparing these qualifications, consideration shall be given to the following:

 - ~~a. General education which is reflected in basic respect for the application of intelligence as the most desirable mode of solving mankind's problems.~~
 - ~~b. General acquaintance with the broad course of the development of civilization.~~
 - ~~c. Vital interest in the contemporary problems of society—local, national, and international.~~
 - ~~d. Belief in the general educability of all men/women, whatever their gifts and limitations may be.~~
 - ~~e. Concern for the general well being of all persons and basic respect for their diversity.~~~~

- f. ~~Command of an area of special competence that will either help prepare the student for more advanced study in the subject in a four-year college or ability to perform a socially useful and needed service for which he/she will receive relatively immediate economic reward.~~
2. ~~The traditional method of indicating preparation of candidates for teaching is earned degrees or the number of graduate hours of course credit earned beyond a particular degree. Exceptions to this traditional method may occur in certain programs where practical experience may substitute for academic credits.~~
- a. ~~As a matter of policy, the deans of the divisions and the Director of Human Resources shall equate learning through field experience with learning through the study of college courses even though a large subjective element may thereby be introduced. By following this policy it is the opinion of the Board that some highly able men/women may be added. It is the view of this Board that there is no magic in the completion of a given number of graduate hours of study and that a man/woman of high ability may advance his/her education through practical experience quite as effectively as he/she may through the study of theoretical courses, especially in many fields of significant concern in a community college.~~
- b. ~~The salary schedule shall be drawn to best serve the purposes of the institution. In brief, education achieved through firsthand experience may receive greater weight in determining both salary and rank than is common practice in colleges and universities.~~

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

MORAIN VALLEY COMMUNITY COLLEGE
Palos Hills, Illinois