

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, May 13, 2025, Board Room D219 9000 West College Parkway Palos Hills, IL 60465. Virtual access is provided by teleconference online via www.morainevalley.edu/BOTMay13 or by phone 1-945-468-5504 with Phone Conference ID 555 303 826#.

A G E N D A

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **MINUTES**
 - 1) Unapproved Minutes, Regular Meeting - April 15, 2025
 - 2) Unapproved Minutes, Special Meeting/Reorganization - April 23, 2025
 - 3) Unapproved Minutes, Closed Session - April 15, 2025
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
 - 1) ICCTA Lobby Day Report - P. Murphy
 - 2) Student Trustee Report - G. Weigel
6. **REPORTS OF ADMINISTRATION**
 - 1) Presentation to Charles Bales (retirement)
 - 2) Presentation to Sarah Bales (retirement)
 - 3) Presentation to Neil Barker (retirement)
 - 4) Presentation to Maryan Jatzak (retirement)
 - 5) Presentation to Mary Paraskis (retirement)
 - 6) Presentation to Karen Town (retirement)
 - 7) Recognition of Student Accomplishments
 - Athletics Report/Update
 - Phi Theta Kappa
 - *Glacier*
 - Forensics Team
 - League for Innovation Art and Literary Competition Winners and Skyway Conference Art, Jazz, Writing & STEM Competition Winners
 - 8) President's Report
 - Job Resource Center Updates
7. **COMMUNICATIONS**
 - 1) Moraine Valley Community College Earns 2025-2026 Military Friendly School Designation
 - 2) Moraine Valley Community College Receives Association of Community College Trustees (ACCT) Certificate of Good Standing
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 - Professional Staff
 - 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)
- 11. **UNFINISHED BUSINESS**
- 12. **NEW BUSINESS**
 - 1) * Affiliation Agreement with Bridgeview Fire Department (Emergency Medical Services)
 - 2) * Affiliation Agreement with Department of Veterans Affairs (Sleep Technology)
 - 3) * Remote Online Proctoring Solution Purchase
 - 4) * MVCC Perimeter Road and Sewer Bid
 - 5) * 2025 Website Redesign Request for Proposal (RFP)
 - 6) * 2025 Storage Area Network (SAN) Purchase
- 13. **MISCELLANEOUS**
- 14. **AUDIENCE PARTICIPATION**
- 15. **ADJOURNMENT**

MINUTES

3.1 Approved Minutes - Committee of the Whole of the Board Meeting,
March 18, 2025 Enclosed

3.2 Approved Minutes - Regular Meeting, March 18, 2025 Enclosed

3.3 Approved Minutes - Closed Session Held March 18, 2025

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, March 18, 2025, 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 5:01 PM.

II. ROLL CALL

Present: Beth McElroy Kirkwood, Chair; Eileen Kerlin Walsh; Joseph Murphy; Patricia Joan Murphy (Arrived at 5:02 p.m.); Jaclyn O’Day (Arrived at 5:02 p.m.); Tiffany S. Robinson (Arrived at 5:42 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

Dr. Haney welcomed Kelly Grab, compliance officer, to present the Board policy review. Ms. Grab said each policy that will be presented was assigned to a member of the Executive Leadership Team to review. She noted she would present Articles 0, 1 and 2, which were assigned to Dr. Haney, and Article 4, which was assigned to Dr. Salleh-Barone, vice president of Student Development.

Trustee O’Day asked if the Board would be discussing policies as a group and if they would be up for approval at the next regular Board meeting. Chair McElroy Kirkwood said the Committee of the Whole meeting is an opportunity for the Board to discuss the policies. Trustee Sullivan thanked Ms. Grab and the team who put together the policy revisions. She asked Chair McElroy Kirkwood if the Board would have an opportunity to review the documents and provide suggested edits. Chair McElroy

Kirkwood confirmed the policies would be on the agenda for approval during the regular meeting on Tuesday, April 15, 2025.

Articles 0, 1, and 2

- **Board Policy 200 (Mission and Purpose)**

- This policy has been revised to focus on the mission vision, and values while reducing redundancy regarding program offerings articulated in another section.

Trustee O'Day thanked Ms. Grab for her work on the policy review. She asked if there was any consideration in defining the college's core values in policy 200 (Mission and Purpose). She said she noticed policies from other nearby community colleges that provided detailed definitions of their core values in their policies. Trustee Sullivan said she believes it makes sense to define the core values so long as the college is not overexplaining their meaning. Trustee Kerlin Walsh said she thinks the core values are self-explanatory and that some of their definitions may be too broad. Trustee O'Day raised concerns regarding the college's core values based on President Trump's executive orders. Trustee Joseph Murphy agreed with Trustee O'Day's assessment and said he is unsure if Diversity, Equity and Inclusion can be listed in the core values.

Ms. Grab said the core values were previously listed in this suggestion, but their removal is being suggested because of the information related to the types of academic programs that are offered at the college. She said we are not suggesting that the college change its core values at this time. President Haney said the college has been advised not to move too hastily on changes. Trustee Sullivan said the uncertainty caused by executive orders was discussed during a recent ICCTA meeting and that there was no clear directive on how to move forward. Trustee Kerlin Walsh added our values do not change just because the words being used are changed.

- **Board Policy 300.1 Policy Prohibiting Sex-Based Misconduct**

- This policy has been revised to conform with the law and incorporate additional changes in light of the evolving legal landscape; revisions were sent to several Illinois community colleges.

- **Board Policy 1110 (Authority)**

- This policy has been revised to affirm the Board's authority to transact business at publicly held meetings, access information and refer complaints.

Trustee O'Day asked for an explanation of the policy, noting that it contains many details about transacting business and the obligation of the entire board to agree to request information. She asked for a walkthrough of the process and whether it mirrors a statute.

Ms. Grab said the bulk of the policy comes from a statute, particularly the Open Meetings Act. She explained that the language regarding transacting business pertains to the Board acting as a unified body.

She clarified the distinction between a board member acting in an official capacity and a member of the public, especially regarding requests for sensitive information. She noted that the policy also addresses how Trustees may request special reports and stated that the entire Board should make such requests if they require significant staff time.

Trustee O'Day asked if requesting special reports or analyses is part of any statute. Ms. Grab confirmed the portion of the policy regarding special reports or analyses is not part of any statute.

Trustee Sullivan said she found the policy interesting, noting that there have been times when a request for information regarding a purchasing action or another agenda item has been sent to the Board Chair and Dr. Haney to ask for permission to request information. She asked if the whole Board would have to agree to these requests before they could be submitted.

Dr. Haney said the portion of the policy regarding special reports or analyses was discussed during the Board retreat in June 2024. She said this only affects requests for reports requiring significant staff time. She clarified that it would not apply to requests from the Board regarding information on a Board agenda item.

Trustee O'Day raised concerns about the section related to records and reports and how it aligns with individual access to information, noting she felt it implies certain information could be withheld from Trustees. Ms. Grab suggested adding a subheading for clarity, emphasizing the difference between requesting information and creating new reports that require board consensus. Trustee O'Day agreed that having that information clearly laid out would be beneficial. She stressed the importance of Trustees being able to make reasonable requests without having to advocate for them with the entire Board.

Trustee Joseph Murphy said there have been unreasonable requests in the past from previous Boards, which have taken excessive resources and time from various departments. He noted that the policy does not restrict Trustees from requesting special reports, but it does require them to justify the necessity of

the reports with the rest of the Board. He said no single board member should unilaterally leverage staff for personal interests.

Trustee Sullivan asked if requests for special reports and analyses would require approval at a Board meeting, noting that waiting for approval could delay acquiring the necessary information. Trustee Joseph Murphy said those requests would likely require Board approval during a Board meeting.

President Haney said the policy provides the Board with an option for special requests and analyses and reiterated that its content stems from the information discussed during the Board retreat.

- **Board Policy 1130 Trustee Code of Ethics**
 - This policy has been revised to consider adopting ACCT ethics for the Trustee Code of Ethics.
- **Board Policy 1210 Membership - Board**
 - This policy has been revised to add substance and relocate student trustee information from Article 4 regarding Board membership.
- **Board Policy 1221 Chairman**
 - This policy has been revised to include minor changes for clarity and consistency concerning the Chairman role.
- **Board Policy 1222 (Vice Chairman)**
 - This policy has been revised to add policy substance regarding the Vice Chairman position.
- **Board Policy 1223 (Secretary)**
 - This policy has been revised to include minor changes for clarity and consistency, and the Recorder information has been relocated into a new policy.
- **Board Policy 1225 (Legal Counsel)**
 - This policy has been revised to ensure clarity and consistency in the role of Legal Counsel.
- **Board Policy 1227 (Committees)**
 - This policy has been revised for clarity and consistency, with the addition of the Decennial Committee, following a rewrite of the Committees policy.
- **Board Policy TBD (Duties and Requirements of the Recorder)**

- This policy has been revised to relocate information from the previous policy 1223 regarding the duties and requirements of the Recorder.
- **Board Policy 1311 (Organizational Meetings)**
 - This policy has been revised to add substance and relocate information from policy 1311.1 to the Organizational Meetings policy.
- **Board Policy 1312 (Regular Meetings)**
 - This policy has been revised to consolidate information addressing meetings from several Board policies regarding Regular Meetings.
- **Board Policy 2111 (Duties of the Board)**
 - This policy has been revised to add substance, including general delegation related to the duties of the Board.
- **Board Policy 2125 (Formulation of Administrative Procedures)**
 - This policy has been revised for clarity and consistency in the formulation of administrative procedures.
- **Board Policy 2210 (Orientation of Board Members)**
 - This policy has been revised to add required leadership training in the orientation of Board members.
- **Board Policy 2220 (Opportunities for Development)**
 - This policy has been revised for clarity and consistency concerning opportunities for development.
- **Board Policy 2240 (Conflict of Interest)**
 - This policy has been revised for clarity and consistency regarding conflict of interest.
- **Board Policy 2300 (Relations Between the Board and the President)**
 - This policy has been revised to conform with the law in terms of relations between the Board and the President.
- **Board Policy TBD (Board Evaluation)**
 - This policy has been revised to reflect best practices for Board evaluation for the consideration of the Board.

Trustee O'Day asked if the policy on Board evaluation references a specific state statute. Ms. Grab said the policy is consistent with the Illinois Public Community College Act. She noted that the second page of the document is an entirely new policy that addresses presidential evaluation, which is not required by law but is generally the best practice.

Trustee O'Day asked who created the policy. Ms. Grab said she and Dr. Haney drafted the policy based on peer institutions and by looking at national organizations that put out materials and recommendations. She reiterated that the policy is just a recommendation and is up for discussion.

Trustee Sullivan said she would like to make sure everyone is comfortable with the policy and noted she did not have time to read it. Vice Chair Murphy said the conversation regarding the policy may be better discussed during a Board retreat.

Trustee O'Day asked if the Board could amend the college president's job description at any time. She said she is asking because the president's evaluation has to be based on the job description and performance goals. Ms. Grab said she believes creating the president's job description is part of the contract process.

Trustee O'Day noted that she wanted to confirm that she was correctly interpreting the policy. She said we are in a rapidly changing environment and that the performance goals may not necessarily align with the job description over time.

Chair McElroy Kirkwood asked if the second page of the policy on Board evaluation should be removed and instead discussed during the Board retreat.

Article 4

- **Board Policy 4100 (Role of the Student)**
 - This policy has been revised to recommend the deletion of the Role of the Student as the substance is not policy, and it is suggested that the policy 300 (Equal Opportunity Education) section be relocated to the section about Students, with revisions recommended to conform with the law.
- **Board Policy 4200 (Admissions)**
 - This policy has been revised to establish a new policy number based on policy 4420, with recommended revisions to policy 4420 (Admissions) to conform with state law and to delegate authority for developing procedures to implement the policy.
- **Board Policy 4210 (Role of Student Development)**
 - This policy has been revised to recommend the deletion of the Role of Student Development, as the substance is not considered policy. It is suggested that this information might be better suited for inclusion in a Student Development Division handbook, procedure or annual report.
- **Board Policy 4220 (Role of the Staff)**

- This policy has been revised to recommend the deletion of the Role of the Staff, as the substance is not considered policy. It is suggested that this information might be better suited for inclusion in a Student Development Division handbook, procedure or annual report.
- **Board Policy 4300 (Tuition and Fees)**
 - This policy has been revised to establish a new policy number based on policy 4430. Revisions to policy 4430 (Registration and Fees) are recommended to clarify the purpose, conform with state law, and delegate authority for developing procedures to implement the policy. Additionally, this recommendation includes retitling the policy to “Tuition and Fees” and delegating authority to the vice president of Financial and Business Services.

Trustee Sullivan asked Ms. Grab if she had any concerns about inserting job titles into policy documents and if title changes required the Board to revise policies.

Ms. Grab said job titles need to be included because one of the Board's responsibilities is to delegate authority to administrators to manage day-to-day responsibilities. She noted that updating job titles will provide the Board with another opportunity to review and revise the policies to ensure the correct titles are listed.

Trustee Sullivan asked if there is any limitation on the Board's ability to designate a role to a college employee. She noted the language regarding designating the college treasurer as an example. Ms. Grab said the language regarding designees acknowledges that some positions could be vacant for a brief period if an employee were out on vacation or another form of leave.

- **Board Policy 4310 (Residency)**
 - This policy has been revised to establish a new policy number based on policy 4410. A purpose statement has been added; however, no substantive changes are recommended as this policy was recently revised in November 2024.
- **Board Policy 4320 (Cooperative Agreements & Contracts)**
 - This policy has been revised to establish a new policy number based on policy 4450. A purpose statement has been added; however, no substantive changes are recommended as this policy was recently revised in November 2024.
- **Board Policy 4400 (Student Records)**

- This policy has been revised to establish a new policy number based on policy 4530. Revisions to the Student Records policy are recommended to conform with federal law and to delegate authority for developing procedures to implement the policy.
- **Board Policy 4410 (Student Evaluation)**
 - This policy has been revised to include changes to policy 4410 (Residency), which involve relocating the current text to policy 4310 and replacing it with text from policy 4510 - Assessment of Student Progress. The proposed revisions also include retitling the policy from "Assessment of Student Progress" to "Student Evaluation," along with other changes to conform with state law and to delegate authority for developing procedures to implement the policy.
- **Board Policy 4420 (Transfer Credit and Credit for Prior Learning)**
 - This policy has been revised to include changes to policy 4420 (Admissions), which involve relocating the current text to policy 4200 and replacing it with text based on policy 4550 (Admissions/Transfer Credit Acceptance). The proposed revisions also include retitling the policy from "Admissions/Transfer Credit Acceptance" to "Transfer Credit and Credit for Prior Learning," along with other changes to conform with state law and to delegate authority for developing procedures to implement the policy.
- **Board Policy 4430 (Graduation)**
 - This policy has been revised to include changes to policy 4430 (Registration and Fees), which involve relocating the text to policy 4300 and replacing it with text based on policy 4540 - Graduation. Additionally, revisions to the Graduation policy are recommended to delegate authority for developing procedures to implement the policy.
- **Board Policy 4431 (Students Called to Military Service)**
 - This policy has been revised to include changes to policy 4431 (Students Called to Military Service), which will be renumbered to policy 4640. No substantive changes are recommended, as this policy was recently revised in November 2024.
- **Board Policy 4500 (Student Support Services)**
 - This new policy is recommended to delegate authority for the development and oversight of student support services. Additionally, it serves organizationally as a section heading for future policy development.
- **Board Policy 4510 (Health and Wellness Services)**

- This policy has been revised to include changes to 4510 (Assessment of Student Progress), which will be relocated and retitled to 4410 (Student Evaluation). Additionally, 4510 (Health and Wellness Services) is based on the new policy 4455 (Health Services).
- **Board Policy 4520 (Communicable Diseases)**
 - This new policy is recommended to affirm the college’s obligation to report suspected or confirmed cases of communicable/infectious diseases in accordance with the law.
- **Board Policy 4530 (Insurance and Other Health Requirements)**
 - This policy has been revised to include changes to policy 4530 (Student Records), which will have its text relocated to policy 4400 and be replaced with policy 4530 (Insurance and Other Health Requirements), based on some text from policy 4455 (Health Services). Additionally, revisions to policy 4530 (Insurance and Other Health Requirements) are recommended to reflect current practices for student insurance and other health requirements for special populations, such as international students, those in healthcare programs and athletes.
- **Board Policy 4600 (Student Rights and Responsibilities)**
 - Revisions are recommended to clarify the purpose of the policy, which is to delegate authority for the development and oversight of administrative procedures addressing student rights and responsibilities, including the code of student conduct. Proposed revisions also include retitling the policy from “Policies, Procedures and Regulations Governing Student Development” to “Student Rights and Responsibilities.”
- **Board Policy 4610 (Hazing Prohibited)**
 - This new policy is recommended to conform with federal law.
- **Board Policy 4620 (Religious Observances)**
 - Policy 4620 (Freedom of Speech, Expression, and Assembly: Time, Place, and Manner Policy), which applies to students, employees, and the public, it is recommended that this policy be published in a more global section. It is suggested to relocate it to Article 0 alongside the Title IX/sexual misconduct policy for similar reasons. Please note that a more substantive review of the content may be needed. Additionally, policy 4620 (Religious Observances) has been relocated from policy 4610, and revisions are recommended to conform with the (110 ILCS 110/) University Religious Observances Act by defining “religious observance” and requiring annual notice of the policy/procedure to

faculty and students. Other changes are made for clarity and consistency.

- **Board Policy 4630 (Volunteer Emergency Worker)**
 - Policy 4630 (Guest Speakers), which applies to students, employees, and the public, it is recommended that this policy be published in a more global section. It is to be relocated from Article 0 alongside the Title IX/sexual misconduct policy for similar reasons. Additionally, policy 4630 (Volunteer Emergency Worker Accommodation) has been relocated from policy 4640, and while a purpose statement has been added, no substantive changes are recommended as this policy was recently revised in November 2024.
- **Board Policy 4640 (Students Called to Military Service)**
 - This policy will be relocated to policy 4630. No substantive changes are recommended for policy 4640 (Students Called to Military Services), as this policy was recently revised in February 2025.
- **Board Policy 4700 (Student Activities and Athletics)**
 - Revisions are recommended to this policy to clarify the purpose of the policy and to remove procedural information, including delegations to both the Vice President of Student Development and the Vice President of Business and Financial Services/College Treasurer. The revisions also include retitling the policy from “Student Government” to “Student Activities and Athletics” and adding information regarding athletic uniform modifications and student-athlete endorsement rights in accordance with applicable state law.
- **Board Policy 4705 (Student Trustee)**
 - This policy will be rescinded, and the substance will be relocated policy 1210. Other revisions are recommended to conform with the law more closely.
- **Board Policy 4710 (Student Publications and Media)**
 - This policy will be rescinded and relocated to policy 4730. The recommendation is to delete 4710 (Inter-club Council), as its content is procedural rather than policy related. Additionally, the relocation of Board Policy 4730 (Student Publications) is recommended, along with revisions to ensure closer alignment with the (110 ILCS 13/) College Campus Press Act and the removal of procedural information regarding distribution. The proposed revisions include retitling the policy from “Student Publications” to “Student Publications and Media.” Furthermore, a cross-reference to the “Free Expression” policy is also recommended.

- **Board Policy 4730 (Student Publications 4730)**

- This policy is recommended for deletion. Proposed revisions include renumbering and retitling policy 4720 (Student Publications and Media).

V. TRUSTEE DISCUSSION

Chair McElroy Kirkwood asked the Board if they had additional feedback on specific Board policies presented during the Committee of the Whole Meeting. Trustee O'Day said she does have more feedback and said she believes the timeline for Trustees to provide feedback feels rushed. Chair McElroy Kirkwood noted the Board will have a month to provide their feedback and that she believes it is enough time to review the policies and provide feedback.

Chair McElroy Kirkwood suggested that Trustees make appointments with Dr. Haney if they have feedback on the policies. Trustee Sullivan said she believes it may be too aggressive of a timeline to provide and allow college staff to digest feedback. Trustee Sullivan asked Dr. Haney if there would be enough time for the college to process the feedback before the next meeting. Dr. Haney said it would depend on timing and the number of edits submitted by the Trustees. She said if there seemed to be insufficient time to process the feedback before the next meeting, she would share that information with Chair McElroy Kirkwood. Trustee Sullivan asked if the policies would be listed in a regular meeting for approval after the Board provided feedback to Dr. Haney. Chair McElroy Kirkwood said yes.

Trustee Joseph Murphy said he has no additional feedback for the college. He said if we approve the proposed policies as is, it does not mean we cannot modify the policies in the future. He commended the college and said this is the most extensive review of Board policies since he began serving on the Board. Vice Chair Patricia Murphy added that the Board has the ability to change these policies if it finds that something is not working.

Trustee O'Day said policy making is an important part of being a Trustee, and she said the Board should not take it lightly or rush the process. Trustee Sullivan agreed with Trustee O'Day and suggested if Dr. Haney is unable to meet and review the feedback from the Trustees, the Board could approve more policies during the May meeting or a future meeting.

Chair McElroy Kirkwood thanked Kelly Grab and said she did a wonderful job compiling the Board policy revisions. She said she believes every Trustee could write a policy differently than one another because they all have their own particular style.

Dr. Haney thanked Ms. Grab and the Executive Leadership Team for their work on the policy revisions, as well as the Board of Trustees for their attention to the policies and their recommendations.

Trustee Sullivan asked if it would be possible to receive the policies as a clean word document with the changes accepted so the Board can easily display their suggested edits. Chair McElroy Kirkwood agreed and asked that the policies be sent as a clean document.

Chair McElroy Kirkwood said everyone has a month to prepare their changes and bring their suggested edits to Dr. Haney for review before the regular Board meeting on April 15, 2025.

VI. ADJOURNMENT

The meeting adjourned at 5:55 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, March 18, 2025, 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 6:03 PM.

II. ROLL CALL

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

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. MINUTES

It was moved by Secretary Robinson and seconded by Trustee Kerlin Walsh to approve the unapproved Minutes of the Regular Meeting, February 18, 2025; the unapproved Minutes of the Special Meeting, February 24, 2025; the unapproved Minutes of the Closed Session Held February 18, 2025.

ROLL CALL VOTE taken on approval of the unapproved Minutes of the Regular Meeting, February 18, 2025; the unapproved Minutes of the Special Meeting, February 24, 2025; the unapproved Minutes of the Closed Session Held February 18, 2025:

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

Absent: None.

Student
Advisory: Absent.

Motion carried.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS

5.1 ICCTA Meeting Report – T. Robinson and T. Sullivan

Secretary Robinson and Trustee Sullivan provided their report on the ICCTA meeting held on March 14-15, 2025. Secretary Robinson noted that Student Trustee Stefanie DaCosta also attended the meeting. She said the meeting focused on House Bill 3717, which would allow community colleges to offer certain baccalaureate degrees. Secretary Robinson said she also attended a meeting related to Diversity, Equity and Inclusion and potential impacts on federal funding. She said she attended the ICCTA roundtable meeting and was happy to have the opportunity to represent the college. Trustee Sullivan said the conversation related to federal funding was interesting and noted that colleges must be prepared to defend the need for resources. Trustee Sullivan said Student Trustee DaCosta represented the college very well and commended her for being involved and attending the meeting.

VI. REPORTS OF ADMINISTRATION

6.1 President’s Report

Dr. Haney thanked the Trustees for helping us with the League for Innovation reaffirmation process. She noted that she attended a League Board meeting in Texas and announced that the college has been confirmed and is officially a League Board member again. Dr. Haney thanked the employees who participated in the reaffirmation process. Dr. Haney invited Dominick Demonica of Demonica Kemper Architects to provide the Facilities Master Plan Update. She said Mr. Demonica will present his findings and then request comments and feedback from the Board of Trustees.

- Facilities Master Plan Update: Dominick Demonica of Demonica Kemper Architects noted that the facilities master plan is a long-term development

strategy for how the college will utilize its resources in the future. Mr. Demonica said the facilities master plan will be a snapshot of what the college knows today, but stressed that it is a living document that will evolve over time. He noted that the last facilities master plan was completed in 2019, and only a few projects were completed during that time because of the COVID-19 pandemic. Mr. Demonica pointed out that the facilities master plan should align with the college's strategic planning goals and strategic priorities. He provided a projected timeline and mentioned that he expects to meet with the Board during their summer Board retreat to present the final plan, with the process scheduled for completion in September. Mr. Demonica provided the results of a space utilization analysis, which identified available space on campus that is currently underutilized. Mr. Demonica noted that he met with over 30 focus groups to gather input and suggestions on the current and future needs of the college's facilities from employees, students and community members. He presented the findings from the focus groups to the Board of Trustees.

Secretary Robinson expressed her appreciation for how the facilities master plan aligns with the strategic plan. She emphasized that all initiatives should ultimately serve the community.

Trustee Joseph Murphy said he is disappointed that the college was unable to complete more projects during the pandemic. He noted it would have been a perfect opportunity to complete construction projects.

Trustee Sullivan asked if Mr. Demonica could estimate costs based on the projects the college plans to move forward with. Mr. Demonica said he could provide rough cost estimates and square footage pricing for new construction. He reiterated that the main goal should be to use existing space before breaking ground on any potential construction projects.

Mr. Demonica thanked the Board for their comments. He stated the next step for the facilities master plan is to discuss the findings from the focus groups with the Executive Leadership Team and determine how to proceed.

VII. COMMUNICATIONS

None.

VIII. FINANCIAL STATEMENT

8.1(a) Treasurer's Report

Treasurer's Report showing an ending balance of \$155,324,012.48 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	\$6,322,299.14
9.3	Operation & Maintenance Fund	902,163.74
9.4	Operation & Maintenance Fund (Restricted)	84,280.13
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	626,553.97
9.7	Restricted Purpose Fund	1,161,084.10
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	4,335.24
9.10	Audit Fund	-0-
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

John Cornish - Campus Safety and Emergency Coordinator - Effective: 4/7/25
Gerardo Cruz Caudillo - Groundskeeper - Effective: 2/26/25
Catherine Mayer - Assistant Director, Resource Development - Effective:
2/26/25
(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence (LOA)

None.

10.1-5 Resignations/Terminations

None.

10.1-5(a) Retirements – Faculty

Gail Ditchman - Professor, Education - Effective: 7/31/25
(DOCUMENT G - SUPPLEMENT TO MINUTES)

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

Francisco Chavez Romero - from P.T. User Support Services Specialist to F.T.
User Support Services - Effective 3/10/25
(DOCUMENT H - SUPPLEMENT TO MINUTES)

XI. UNFINISHED BUSINESS

11.1 Approval of Adjunct Faculty Organization Agreement (July 1, 2024 –
June 30, 2027)

It is recommended that the Board of Trustees approve the Adjunct Faculty Organization Agreement for the period July 1, 2024, through June 30, 2027.
(DOCUMENT I - SUPPLEMENT TO MINUTES)

XII. NEW BUSINESS

Chair McElroy Kirkwood identified the nature of the agenda items contained in New Business.

12.1 Community College Month Resolution

It is recommended that the Board of Trustees approve the attached resolution celebrating National Community College Month in April 2025.
(DOCUMENT J - SUPPLEMENT TO MINUTES)

12.2 Building B North Entry Bid

It is recommended that the Board of Trustees authorize the issuance of a purchase order in the amount of \$181,388.00 for the Building B North Entry Bid.
(DOCUMENT K - SUPPLEMENT TO MINUTES)

12.3 2025 Campus John Deere Utility Vehicle Purchase

It is recommended that the Board of Trustees authorize the issuance of a purchase order in the amount of \$30,187.46 to Shorewood Home and Auto for the 2025 Campus John Deere Utility Vehicle Purchase.
(DOCUMENT L - SUPPLEMENT TO MINUTES)

12.4 Criminal Justice Lab Upgrades Bid

It is recommended that the Board of Trustees authorize the issuance of a purchase order in the amount of \$148,669.00 for the Criminal Justice Lab Upgrade Bid.
(DOCUMENT M - SUPPLEMENT TO MINUTES)

12.5 Spring 2025 College Life-Cycle Management (LCM) Equipment Purchase

It is recommended that the Board of Trustees approve the Spring 2025 College Life-Cycle Management (LCM) Equipment Purchase.

(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.6 Depository Approval PFM Asset Management

It is recommended that the Board of Trustees approve the Depository Approval Resolution for Public Financial Management (PFM) Asset Management.

(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, 10.1-2, 10.1-5(a), and 10.1-6; 11.1; and 12.1, 12.2, 12.3, 12.4, 12.5, and 12.6:

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

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. CLOSED SESSION

It was moved by Trustee Joseph Murphy and seconded by Trustee Kerlin Walsh to adjourn to adjourn to a closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body pursuant to Section 2(c)(1) of the Illinois Open Meetings Act.

ROLL CALL VOTE taken on motion to move to a closed session:

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

Student
Advisory: Absent.

Motion carried.

Chair McElroy Kirkwood indicated that there would be no additional Board business after the closed session.

The Board moved to closed session at 7:01 PM. The Board returned to open session at 7:49 PM.

XVI. ADJOURNMENT

The meeting adjourned at 7:50 PM.

BOARD REPORTS AND/OR REQUESTS

- | | | |
|-----|------------------------------------|--------|
| 5.1 | ICCTA Lobby Day Report - P. Murphy | Verbal |
| 5.2 | Student Trustee Report - G. Weigel | Verbal |

REPORTS OF ADMINISTRATION

- | | | |
|-----|--|--------|
| 6.1 | Presentation to Charles Bales (retirement) | Verbal |
| 6.2 | Presentation to Sarah Bales (retirement) | Verbal |
| 6.3 | Presentation to Neil Barker (retirement) | Verbal |
| 6.4 | Presentation to Maryan Jatczak (retirement) | Verbal |
| 6.5 | Presentation to Mary Paraskis (retirement) | Verbal |
| 6.6 | Presentation to Karen Town (retirement) | Verbal |
| 6.7 | Recognition of Student Accomplishments | Verbal |
| | <ul style="list-style-type: none">• Athletics Report/Update• Phi Theta Kappa• <i>Glacier</i>• Forensics Team• League for Innovation Art and Literary Competition Winners and Skyway Conference Art, Jazz, Writing & STEM Competition Winners | |
| 6.8 | President's Report | Verbal |
| | <ul style="list-style-type: none">• Job Resource Center Updates | |

COMMUNICATIONS

- 7.1 Moraine Valley Community College Earns 2025-2026 Military Friendly
School Designation Enclosed

- 7.2 Moraine Valley Community College Receives Association of Community
College Trustees (ACCT) Certificate of Good Standing Enclosed

Moraine Valley Community College Earns 2025-2026 Military Friendly® School Designation

Palos Hills, (April 2025) Moraine Valley Community College announced today that it has earned the 2025-2026 Military Friendly® School designation, Military Friendly® School Gold status, and Military Spouse Friendly® School.



Institutions earning the Military Friendly® School designation were evaluated using both public data sources and responses from a proprietary survey. More than 1,800 schools participated in the 2025-2026 survey with 830 earning special awards for going above the standard.

The 2025-2026 Military Friendly® Schools list will be published in the May and October issue of G.I. Jobs magazine and found at www.militaryfriendly.com.

Methodology, criteria, and weightings were determined by Victory with input from the Military Friendly® Advisory Council of independent leaders in the higher education and military recruitment community. Final ratings were determined by combining the institution's survey scores with the assessment of the institution's ability to meet thresholds for Student Retention, Graduation, Job Placement, Loan Repayment, Persistence (Degree Advancement or Transfer) and Loan Default rates for all students and, specifically, for student veterans.

"At Moraine Valley, we honor the service of our student veterans by providing a supportive, inclusive, and empowering environment where they can thrive academically and personally. Our commitment is to walk alongside them as they transition from military to college life, ensuring they have the resources, respect, and opportunities they deserve."

"Military Friendly® is committed to transparency and providing consistent data-driven standards in our designation process. Our standards provide a benchmark that promotes positive outcomes and support services that better the educational landscape and provide opportunity for the Military Community. This creates a competitive atmosphere that encourages Institutions to evolve and invest in their programs consistently. Schools who achieve awards designation show true commitment in their efforts, exceeding the standard." - Kayla Lopez, Vice President, Military Friendly®.

For more information about Moraine Valley Community College student veteran programs, visit Moraine Valley's website at <https://www.morainevalley.edu/student-success/support-services/veterans-services/>

About Military Friendly® Schools:

The Military Friendly® Schools list is created each year based on extensive research using public data sources from more than 8,800 schools nationwide, input from student veterans, and responses to the proprietary, data-driven Military Friendly® Schools survey from participating institutions. The survey questions, methodology, criteria and weighting were developed with the assistance of an independent research firm and an advisory council of educators and employers. The survey is administered for free and is open to all postsecondary schools that wish to participate. Criteria for consideration can be found at www.militaryfriendly.com.

About Moraine Valley Community College:

Founded in 1967, Moraine Valley Community College is one of the largest community colleges in Illinois, serving more than 20,000 students annually. Located in Palos Hills, the college offers a wide range of associate degree and certificate programs, career training, continuing education, and university transfer pathways. Committed to student success and lifelong learning, Moraine Valley provides accessible, affordable, high-quality education that empowers diverse learners to achieve their personal, academic, and professional goals. The college fosters a vibrant campus community rooted in equity, innovation, and excellence.

About Viqtory:

Founded in 2001, VIQTORY is a service-disabled, veteran-owned small business (SDVOSB) that connects the military community to civilian employment, educational and entrepreneurial opportunities through its G.I. Jobs® and Military Friendly® brands. VIQTORY and its brands are not a part of or endorsed by the U.S. Dept of Defense or any federal government entity. Learn more about VIQTORY at www.viqtory.com.

For further information or to arrange interviews, contact:

Moraine Valley Community College
Jessica Crotty, Chief Marketing & Communications Officer
crotty@morainevalley.edu
708-974-5286

Military Friendly® Schools:
Kayla Lopez
Senior Director of Military Partnerships
For press inquiries visit:
www.militaryfriendly.com/support

Pamela Haney
Moraine Valley Community College
9000 West College Parkway
Palos Hills, IL
60465

Enclosed:
ACCT Certificate
of Good Standing
2025

Thank you for your membership to the
Association of Community College Trustees

acctinfo@acct.org
202-775-4667

ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES
Member in Good Standing

Presented to

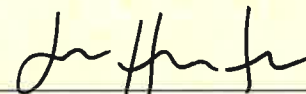
Moraine Valley College

for

Service and dedication to the honorable mission of higher education in 2025



Richard Fukutaki,
Chair, ACCT Board of Directors



Jee Hang Lee,
President & CEO

ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

Standards of Good Practice

In support of effective community college governance, the Board¹ believes:

- ◆ That it derives its authority from the community and that it must always act as an advocate on behalf of the entire community;
- ◆ That it must clearly define and articulate its role;
- ◆ That it is responsible for creating and maintaining a spirit of true cooperation and a mutually supportive relationship with its CEO;
- ◆ That it always strives to differentiate between external and internal processes in the exercise of its authority;
- ◆ That its trustee members should engage in a regular and ongoing process of in-service training and continuous improvement;
- ◆ That its trustee members come to each meeting prepared and ready to debate issues fully and openly;
- ◆ That its trustee members vote their conscience and support the decision or policy made;
- ◆ That its behavior, and that of its members, exemplify ethical behavior and conduct that is above reproach;
- ◆ That it endeavors to remain always accountable to the community;
- ◆ That it honestly debates the issues affecting its community and speaks with one voice once a decision or policy is made.

¹The term "board" refers to a community college board of trustees or appropriate governing authority

**MORaine VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED APRIL 30, 2025**

FUND	BEGINNING BALANCE	RECEIVED	DISBURSED	ENDING BALANCE
EDUCATION FUND	\$ 80,073,858.99	\$ 5,249,272.71	\$ 6,026,903.23	\$ 79,296,228.47
OPERATION & MAINT FUND	16,805,205.98	800,445.66	986,548.35	16,619,103.29
OPERATION & MAINT (RESTR.)	24,604,332.53	371,291.67	795,897.82	24,179,726.38
BOND & INTEREST FUND	6,006,737.55	286,932.86	-	6,293,670.41
AUXILIARY FUND	13,759,360.67	1,158,133.43	966,739.87	13,950,754.23
RESTRICTED PURPOSE FUND	11,763,453.96	1,180,199.30	1,885,142.68	11,058,510.58
WORKING CASH FUND	15,102,174.84	49,548.70	-	15,151,723.54
TRUST & AGENCY FUND	99,600.54	485.86	12,883.26	87,203.14
AUDIT FUND	146,099.16	3,431.66	-	149,530.82
LIAB, PROTECT & SETTLE FUND	813,212.53	33,835.34	-	847,047.87
TOTAL	<u>\$ 169,174,036.75</u>	<u>\$ 9,133,577.19</u>	<u>\$ 10,674,115.21</u>	<u>\$ 167,633,498.73</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS	\$ 22,550.00
HUNTINGTON BANK	984,917.75
OLD NATIONAL BANK	1,873,028.69
OLD NATIONAL BANK	344,025.74
WINTRUST MAXSAFE	18,380,321.50
IL METROPOLITAN INVESTMENT FUND	12,304,390.90
IL METROPOLITAN INVESTMENT FUND	2,399,974.36
IL SCHOOL DIST LIQUID ASSEST FUND	12,209,695.50
IL PUBLIC TREASURERS FUND	32,683,329.55
SHORT TERM INVESTMENTS	50,815,170.70
LONG TERM INVESTMENTS	35,616,094.04
	<u>\$ 167,633,498.73</u>

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
ACCOUNT EXPENDITURE SUMMARIES
MONTH ENDED APRIL 30, 2025**

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$ 6,026,903.23
9.3	OPERATION AND MAINTENANCE FUND	986,548.35
9.4	OPERATION AND MAINTENANCE RESTRICTED FUND	795,897.82
9.5	BOND AND INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	966,739.87
9.7	RESTRICTED PURPOSE FUND	1,885,142.68
9.8	WORKING CASH FUND	-
9.9	TRUST & AGENCY FUND	12,883.26
9.10	AUDIT FUND	-
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	-
	TOTAL	<u>\$ 10,674,115.21</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	Leaves of Absence (LOA)	None
10.1-5	Resignations/Terminations	Enclosed
10.1-5(a)	Retirements – Professional Staff	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

SUBJECT REPORT – Full Time

Joseph Gleeson	Instructor, Developmental Mathematics Learning Enrichment and College Readiness	Effective: 8/11/25
Kelly Hand	Librarian – Collections Library/Learning Resources Center	Effective: 8/11/25
Maysa Jibawi	Academic Advisor Academic Advising Center	Effective: 8/11/25

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.

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

Martin Danaher	Financial Aid Assistant Financial Aid	Effective: 5/7/25
Anna Kotsogiannis	Admissions Support Assistant Admissions	Effective: 4/14/25
Taila Ramirez	Departmental Assistant Academic Services	Effective: 5/7/25

R E C O M M E N D E D A C T I O N

That the above be approved as presented.

Retirements – Professional Staff

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

Karen Town	Communications Specialist Marketing and Communications	5/30/25
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RECOMMENDED ACTION

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

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

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Kelli Nickols Harris	Associate Professor, Nursing Career Programs Faculty	Reclassified to: Dean of Nursing Administrative, Confidential, Managerial and Supervisory Staff Effective: 5/19/25

RECOMMENDED ACTION

That the above be approved as presented.

NEW BUSINESS

- | | | |
|-------|--|----------|
| *12.1 | Affiliation Agreement with Bridgeview Fire Department (Emergency Medical Services) | Enclosed |
| *12.2 | Affiliation Agreement with Department of Veterans Affairs (Sleep Technology) | Enclosed |
| *12.3 | Remote Online Proctoring Solution Purchase | Enclosed |
| *12.4 | MVCC Perimeter Road and Sewer Bid | Enclosed |
| *12.5 | MVCC Website Redesign RFP | Enclosed |
| *12.6 | 2025 Storage Area Network (SAN) Purchase | Enclosed |

To: Dr. Pamela Haney, President
From: Dr. Ryen Nagle, Vice President Academic Affairs
Date: May 1, 2025
Re: **Remote Online Proctoring Solution Purchase**

Purchase Amount: \$45,000.00 - \$133,000.00

Type Of Purchase: (Ex. Technology, Facilities, Nursing) Technology-Instructional

Sole/Single Source Purchase? Yes No If yes, please provide reasoning

Legal Bid Required? Yes No If no, please provide the reasoning

This request falls within the bidding exception parameters of the Illinois Compiled Statutes, 110 ILCS 805/3-27.1, exception (f)- purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and service.

Funding Source (Grant, College, Other) Center for Teaching and Learning (CTL)

Background: The college needs a secure remote proctoring solution to eliminate the requirement for in-person campus visits for exams for online students. This initiative is motivated by the need to not require online course takers to come to campus for a proctored exam. Additionally, the testing center has a limited capacity to accommodate the increasing demand for online course assessments while maintaining the integrity of the examination process.

Analysis: In January 2024, the college issued a request for proposals for an online proctoring solution, receiving responses from Honorlock, Inspera, Meazure Learning/ProctorU, Respondus, SmarterProctoring, and YuJa Verity. In February 2024, Honorlock, Respondus, SmarterProctoring, and YuJa Verity were invited to provide product demonstrations. Due to their cost-effective pricing models, SmarterProctoring and YuJa Verity were invited to integrate their products for deeper testing and trials from March to April 2024. Based on user feedback from demonstrations and product testing, which assessed the effectiveness of the solution, security, technical ease of use, integration capabilities, support availability, and frequency of issues, both SmarterProctoring and YuJa Verity were eliminated as viable options. In June 2024, a product demonstration for Meazure Learning/ProctorU was requested, and a pilot contract was secured to conduct user testing during the fall 2024 semester.

Following the pilot, in January 2025, the college reviewed user feedback and deemed the solution offered by ProctorU as the best fit, proceeding with the budget request process to secure funding. Faculty training is scheduled for summer 2025, with a product launch for students planned for the fall 2025 semester. This partnership will enable online students to take exams fully remotely, eliminating the need to visit the on-campus testing center. There is a minimum obligation for three thousand (3000) one (1) hour tests. This cost may vary. Considering projected online student enrollment, testing center data on scheduled test information, and students' testing habits, missed

appointments, on-demand testing, etc., additional fees may be incurred. The CTL estimates five thousand four hundred exams (5400). Seventy-five (75) courses annually, twenty-five (25) max student enrollment, taking three (3) tests each. Fees are based upon the number of tests given, when they are scheduled, the duration it takes for the exam, and cancellations. Estimating information:

- Tests 60 minutes or less - \$15.00 per test
 - Each additional hour - \$6.00 per hour
- Test taken with appointment with 72 hours or more notice - No additional charge.
 - Test taken 24-72 hours - \$8.00 per test
 - Tests taken less than 24 hours - \$12.00 per test
 - Tests late cancellation or no show - \$15.00 per test

Based upon historical data it is estimated that costs may range for this first year from \$45,000 to \$133, 000.

Recommended Action: Whereas Meazure Learning/ProctorU Inc., of McLean, Virginia, submitted a solution that best meets the needs of the college and students, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to engage in a partnership with Meazure Learning/ProctorU, Inc. for a one-year agreement for their remote online proctoring solution based upon the estimates provided.

To: Dr. Pamela Haney, President
From: Dr. David Dammon, Vice President of Administrative Services
Date: April 30, 2025
Re: **MVCC Perimeter Road and Sewer Bid**

Purchase Amount: \$249,400.00

Type Of Purchase: (Ex. Technology, Facilities, Nursing) Facilities

Sole/Single Source Purchase? Yes No If yes, please provide reasoning

Legal Bid Required? Yes No If no, please provide the reasoning

Funding Source (Grant, College, Other): College-Operations and Maintenance Restricted Fund (OMR)

Background: The Perimeter Road and Sewer project scope includes full reconstructions of existing asphalt roads near parking lots S1 and S2, including asphalt and concrete curb removal, drainage structure and piping removal, installation of new drainage system, regrading of the roadway, installation of new asphalt with concrete curbs, new striping and resurfacing of asphalt pavement around the campus main entryway and roundabout circle drive.

Analysis: The bid was duly advertised in a local newspaper as prescribed by law. The bid was also advertised on the college's website. The bids were opened on Thursday, April 17, 2025, at 11:00 AM, in Room L 165. Four (4) bids were received. The results of the bid are delineated on the attached sheet. The pricing for this bid was not via State contract or consortium contracts. When applicable, the college encourages diverse supplier participation. The recommendation of a bidder for the award of this project is based on the bidder's responsiveness to the identified qualifications, requirements of the project, and the bid amount. Upon review of the apparent low bid, Abbey Construction Co. Inc., of Aurora, Illinois, by the college's architect, EXP, it was found that Abbey Construction Co., Inc. understood the scope of the bid specifications and met all the requirements for this project.

Recommended Action: Whereas Abbey Construction Co., Inc., of Aurora, Illinois, is the apparent lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of **\$249,400.00** for the MVCC Perimeter Road and Sewer Bid.

To: Dr. Pamela Haney, President
From: Dr. Kiana Battle, Vice President of Institutional Advancement and Executive Assistant to the President.
Date: May 1, 2025
Re: **2025 Website Redesign Request for Proposal (RFP)**

Purchase Amount: \$203,325.00

Type Of Purchase: (Ex. Technology, Facilities, Nursing) Technology-Marketing

Sole/Single Source Purchase? Yes No If yes, please provide reasoning

Legal Bid Required? Yes No If no, please provide the reasoning

This request falls within the bidding exception parameters of the Illinois Compiled Statutes, 110 ILCS 805/3-27.1, exception (f)- purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and service.

Funding Source (Grant, College, Other) Marketing and Communications

Background: In the spring of 2025, the college issued a Request for Proposal (RFP) for the redesign of the college's website. It is the college's objective to have a website designed with technology that would allow ease of use for mobile devices, improve ADA compliance, update the user interface, and enhance the overall user experience by creating easier entry points for current students, prospective students, and community members while highlighting a more media-rich experience. Additionally, the site needed to ensure seamless integration with existing systems such as Salesforce, Formstack, and Ad Astra Scheduling.

Analysis: The RFP invited vendors to submit proposals detailing how they would meet these goals while emphasizing user experience, technical capabilities, and cost-effectiveness. A total of ten (10) vendors submitted proposals: Americaneagle.com, IFactory, Futurhaus, OHO, Infojini, Electric Kite, ERI, Yoodle, Oak Theory, and Juicebox. After an initial review, the selection committee narrowed the field to four (4) vendors who were invited to participate in presentations: Americaneagle.com, Yoodle, Futurhaus, and Juicebox. The selection of a vendor was based on several key criteria, including:

- **User experience** for faculty, administrators, current and prospective students, and the broader community
- **Notable content features**, such as easy navigation and dynamic content
- **ADA compliance**, ensuring the site is accessible to all users
- **Customization and flexibility** to meet the college's evolving needs
- **Functionality**, including features like a calendar, search tool, and chat integration
- **Data and integration** with existing systems like Salesforce and Formstack

- **Service and ongoing support** for post-launch maintenance
- **Training and documentation** for staff managing the site
- **Project management and communication process** during development

The committee used a detailed rubric to score each proposal, with these categories weighed accordingly. After careful consideration, the Americaneagle.com proposal was selected as the best solution for the college based upon their comprehensive understanding of the project, their proven expertise in higher education website redesigns, technical functionality, accessibility compliance, and their ability to offer a cost-effective, scalable solution. The college currently works with Americaneagle.com and is satisfied with their services.

Recommended Action: Whereas Americaeagle.com, of Des Plaines, Illinois, submitted a solution that best meets the needs of the college and students, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order in the amount of **\$203,325.00 with Americaneagle.com** to engage in a partnership for the college's website redesign.

To: Dr. Pamela Haney, President
From: Kamlesh Sanghvi, Vice President of Information Technology
Date: May 1, 2025
Re: **2025 Storage Area Network (SAN) Purchase**

Purchase Amount: \$276,236.40

Type Of Purchase: (Ex. Technology, Facilities, Nursing) Technology

Sole/Single Source Purchase? Yes No If yes, please provide reasoning

Legal Bid Required? Yes No If no, please provide the reasoning

This request falls within the bidding exception parameters of the Illinois Compiled Statutes, 110 ILCS 805/3-27.1, exception (f)- purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and service. Pricing is also provided under the Illinois Public Higher Education Cooperative (IPHEC) agreement IPHEC2011.

Funding Source (Grant, College, Other): Technology Fund

Background: The college's current Storage Area Network (SAN) will be nearing the end of support in August of 2025. The SAN is a centralized, dedicated storage device that stores data for the college's servers and applications. This equipment is critical not only for data storage, but it is also necessary for security, data protection, and disaster recovery.

Analysis: The Information Technology (IT) department researched replacement solutions for the college's current SAN. The college's IT department recommends purchasing a SAN manufactured by Pure Storage. Pure Storage is an industry leader in SAN storage solutions. The Pure Storage solution offers continuous maintenance, which projects multi-year savings to the college and substantially reduces workload. Pricing has been obtained from three (3) vendors who are resellers of Pure Storage: CDW-G, SHI, and Zones. CDW-G submitted the lowest proposal for this solution. Their pricing is part of the Illinois Public Higher Education Cooperative (IPHEC) agreement IPHEC2011. IPHEC serves educational institutions to assist in reducing costs and risks through aggregate buying power and joint purchasing initiatives through competitive proposal and bidding processes. When applicable, the college encourages diverse supplier participation.

Recommended Action: Whereas CDW-G, Vernon Hills, Illinois, has submitted pricing from the Illinois Public Higher Education Cooperative (IPHEC) agreement IPHEC2011 for the purchase of a new SAN, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to **CDW-G** in the amount of \$276,236.40.