Minutes of the Regular Board Meeting

Wednesday
June 26, 2013

1.0
Convening the Meeting:

1.1
Call to Order:

The Regular Meeting of the Board of Trustees of Illinois Community College District No. 527 was called to order by Board Chair Anthony Martinucci at 5:00 p.m. on Wednesday, June 26, 2013 in the Morton College Board Room (221-B).

1.2
Roll Call:

Present:
Frank J. Aguilar, Trustee
Susan L. Banks, Secretary
Joseph J. Belcaster, Trustee
Jose A. Collazo, Trustee
Melissa Cundari, Vice Chair
Anthony Martinucci, Chair
Sandra Ortiz, Advisory-Voting Student Member

Absent:
Frances F. Reitz, Trustee

Also Present:
Dana Grove, President
Holly Tomchey, Attorney

2.0
Consent and Information Agenda:

Items identified by an asterisk on the Agenda have been placed on the Consent Agenda:

Item 3.1 — Minutes of the Regular Meeting held on May 22, 2013

Trustee Belcaster moved to approve the Consent Agenda as presented. Trustee Cundari seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

3.0
Approval of Minutes
of Previous Meeting(s):
3.1
Minutes of the Regular Meeting
Held May 22, 2013:

Approved by consent — see Agenda Item 2.0.

4.0
Citizen Comments:

Mr. Timothy Visk (Morton College Athletic Association and Morton College Foundation) reminded the Board and those present that the Annual Golf Outing for scholarships will be held Friday, July 26th.

5.0
Old Business:

There was none.

6.0
Commendations/Recognitions:

There were none.

7.0
Reports:

7.1
ICCTA/ACCT:

Trustee Cundari reported that she and Dr. Grove attended the Annual ICCTA Convention June 7 and 8 Downtown Chicago. Dr. Grove advised that Tom Spoleti was our nominee for the Outstanding Part-Time Faculty Award and Mr. Wayne Belanger was our nominee for the Distinguished Alumnus Award. He added that he had an opportunity to look in at the event our Student Trustee (Sandra Ortiz) was attending on Student Trusteeship hosted by ISAC; it looked like it was very intense.

7.2
Advisory Voting Student Member Ortiz gave the monthly report of student programs and activities.

7.3
Strategic Data and Evidence Review:

Dr. Grove reported that Morton College is 76.6% Hispanic, the 7th largest Hispanic-serving two-year institution in the U.S. (Information taken from a May 2013 article in ¡Excelencia in Education!) He noted that he attended the Learning Summit of the League for Innovation last week. In one presentation the speaker focused on college minority males. One point made was that the race and ethnicity of the classroom teacher is not important to these students, but that the race and ethnicity of employees throughout the campus is important. More diversity in the ranks of faculty and administrative staff is critical. Dr. Grove said that he would appoint a committee to begin drafting a diversity policy this fall. He also stated that there will be diversity workshops for our employees.

7.4
Friends of Morton College Foundation:

Chair Martinucci stated that this report is submitted for information purposes only.

8.0
Finance and Business Matters:
8.1 Approval of Accounts Payable, Payrolls, Expenditure Transfers, and Budget Transfers: Trustee Belcaster moved to approve and ratify the Accounts Payable and Payrolls for the month of April 2013 in the amount of $3,488,368 and Budget Transfers in the amount of $18,611 as submitted. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.


Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

8.3 Treasurer’s Report: Trustee Belcaster moved to accept and file for audit the Monthly Treasurer’s Report for April 2013 as submitted. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

8.4 Authorization to Purchase and Awarding of Contracts:

8.4.1 Authorization to Purchase:

8.4.1.1 Consortium of Network of Illinois Learning Resources (NILRC) for Online Data-Bases for FY 2014 (Library): Trustee Belcaster moved to approve the purchase of online databases form the Consortium of Network of Illinois Learning Resources (NILRC) in Community Colleges in the amount of $26,433 for FY 2014. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

8.4.1.2 Consortium of Academic and Research Libraries in Illinois (CARLI) for Online Databases Trustee Belcaster moved to approve the purchase of online databases from the Consortium of Academic and Research Libraries in Illinois (CARLI) in the amount of $59,506 for FY 2014. Trustee Collazo seconded the motion.
Data-Bases for FY 2014: (Library)

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

8.4.2 Awarding of Contracts:

8.4.2.1 Orange Crush – Mail Parking Lot Reconstruction, Patrick Engineering as Supervisor, and Submission of Capital Project Application to the ICCB:

Trustee Cundari moved to approve the awarding of the contract for the Mail Parking Lot Reconstruction Project to Orange Crush for their qualified low bid of $1,479,720 which includes a 10% contingency as allowed by State Statute; and approve Patrick Engineering as Supervisor of the Project for a fee of 8% ($100,320) of the total project cost; and, further, approve submission of the Capital Project Application form to the Illinois Community College Board (ICCB). Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

9.0 Personnel Matters:

9.1 Full-Time Employment Report:

Trustee Belcaster moved to approve the Full-Time Employments as submitted. Trustee Collazo seconded the motion.

Jennifer Castro, Financial Aid Assistant – Loans, July 1, 2013
Gloria Lozano, Financial Aid Assistant – Satisfactory Academic Progress, July 1, 2013
Sara E. Helmus, Instructor – Sciences/Chemistry, August 15, 213
Rebecca Primm, Instructor – Humanities & Fine Arts/Digital Arts, August 15, 2013
Bradley Sleeth, Instructor – Sciences/Physical Science, August 15, 2013
Maria Romero Yuste, Instructor – Communication/Foreign Language – Spanish, August 15, 2013

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

Following approval, Dr. Grove stated that, as a point of process, he approves of the Hiring Committee recommendations and noted that the two (2) new Financial Aid positions were approved in March. Three (3) of the four (4) faculty members just hired were
present; Ms. Primm is from North Carolina and will be asked to attend the next Board Meeting. Sara Helmus, Bradley Sleeth and Maria Romero Yuste were introduced and asked to say a little something about themselves.

9.2 Adjunct Faculty Assignment-/Employment Report, Summer Semester 2013:

Trustee Belcaster moved to approve the Faculty Assignment-/Employment Report for Summer Semester 2013 in the amount of $477,523.51 as submitted, pending additional class cancellations and/or/additions. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

9.3 Information Only Reports:

The Board received the following Information Only Report as submitted:

A. Resignation Report:
   Malenis Holloway, Administrative Assistant, June 11, 2013
   Robert Kowalczyk, Reference Librarian, May 28, 2013
   Sean O’Brien, Technology Librarian, August 1, 2013

10.0 Resolutions and Approvals:

10.1 Public Display of Tentative Annual Budget for Fiscal Year 2014:

Trustee Belcaster moved to approve the public display of the Tentative Annual Budget for Fiscal Year 2014 and the accompanying Public Notice. Trustee Collazo seconded the motion.

Mr. David Gonzalez reported that the Budget will be published in the newspaper and the final Budget will be presented at the August Board Meeting. Mr. Gonzalez was asked if the tuition increase was included in the budget; he responded that it was.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.2 Prevailing Wage Rates:

Trustee Belcaster moved to approve the Resolution adopting the Prevailing Wage Rates for laborers, workers and mechanics employed on public works of Community College District No. 527, Morton College, County of Cook, State of Illinois, as submitted. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.
10.3 Illinois Community College Risk Management Consortium – Liability Insurance, for FY 14: Trustee Belcaster moved to approve the premium for liability insurance coverage from Illinois Community College Risk Management Consortium in the amount of $204,401 for Fiscal Year 2014. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.4 Adoption of New Board Policy 8.25, Tuition and Fee Adjustment: Trustee Belcaster moved to approve the adoption of new Board Policy 8.25, Tuition and Fee Adjustment, as submitted. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

Dr. Grove praised Dr. Yesenia Avalos for her outstanding review of this policy. Board Attorney Holly Tomchey added that it was under the advisement of Vice President Siddiqi that Dr. Avalos reviewed the policy. Ms. Tomchey reviewed the policy as well.


<table>
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<tr>
<th>Project</th>
<th>Total Project Cost</th>
<th>25% (MC’s Share)</th>
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<tr>
<td>Parking lots, roadways, and walkways</td>
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<td>$1,414,700</td>
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<td>HVAC and Roofing</td>
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<td>Campus Operations Bldg.</td>
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<td>2,198,300</td>
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<td>Allied Health Technology Center</td>
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<td>Community Instructional Center</td>
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Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.6 Capital Project Application Trustee Belcaster moved to approve the submission of the Capital Project application form to the Illinois Community College Board
Submission to the ICCB
Requesting Capital Renewal Funds for the Emergency Generator Installation Project:

requesting capital renewal funds in the amount of $247,000 for the Emergency Generator Installation Project. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.7
Emergency Training Services, Fiscal Year 2014:

Trustee Belcaster moved to approve payment to Emergency Training Services, Inc. in the amount not to exceed $56,000 for training services provided for Fiscal Year 2014. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.8
Revised Information for the Student Handbook and College Catalog:

Trustee Belcaster moved to approve the revised information for inclusion in the Student Handbook and College Catalog addressing the areas of student complaint and grievance procedures, student code of conduct, student satisfactory academic progress, payment and refund policy of tuition and fees, and student orientation, as submitted. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.9
Ellucian, Extended Services Support Agreement for the ERP System for FY 2014:

Trustee Belcaster moved to approve the continued extended services support agreement with Ellucian for the Enterprise Resource Planning System in the amount of $260,628 for FY 14. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.10
SWC Technology Partners, Maintenance Agreement for All Cisco Switches and Related Equipment for FY 14:

Trustee Belcaster moved to approve the continued annual maintenance agreement with SWC Technology Partners for all Cisco switches and related equipment in the amount not to exceed $33,441 for FY 2014. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.
Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.11 SWC Technology Partners, Cisco Hardware Replacement and Onsite Support for FY 14:

Trustee Belcaster moved to approve an agreement with SWC Technology Partners for Cisco hardware replacement and onsite support in the amount not to exceed $88,175 for FY 2014. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.12 Out-of-State Travel for the College President:

Trustee Belcaster moved to approve the out-of-state travel for the College President to attend the 2013 Council for Resource Development Presidents Fundraising Academy of the American Association of Community Colleges September 15-17, 2013 in Cleveland, Ohio, as submitted. Trustee Banks seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.13 Agreement with NCS Pearson for Morton College to provide Electronic Testing Services for a GED Program:

Trustee Belcaster moved to approve the Resolution to authorize Morton College to enter into an agreement with NCS Pearson, Inc. to be a certified test site for computerized GED testing, as submitted. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.14 Victory Media Group, Ltd.:

Trustee Belcaster moved to approve a contract with Victory Media Group, Ltd. to assist the College with various College publications (paper and electronic), media advertising, and College relations for a fee not to exceed $3,500 per month for FY 14; and further approve and authorize an advertising campaign with a budget for FY 14 not to exceed $120,000 for direct publication costs. Trustee Collazo seconded the motion.

Dr. Grove advised that Dr. McLaughlin is establishing a Marketing Committee; we will have Victory Media work with this Committee.

Advisory Vote – Student Member Ortiz: Aye.
10.15
Special Closed Meeting for July 10, 2013:

Trustee Belcaster moved to approve a Special Closed Meeting of the Board for the purpose of conducting a six-month progress evaluation of the College President to be held Wednesday, July 10, 2013 at Noon in the Morton College Board Room located at 3801 South Central Avenue, Cicero, Illinois pursuant to Chapter 5 of the Illinois Compiled Statutes, Act 120, Section 2 (c) (1). Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.16
Consortium of Network of Illinois Resources in Community Colleges (NILRC), Institutional Membership for FY 2014:

Trustee Belcaster moved to approve continued institutional membership in the Consortium of Network of Illinois Learning Resources in Community College (NILRC) for the annual fee of $900 for FY 2014. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.17
Academic and Research Libraries in Illinois (CARLI), Institutional Membership for FY 2014:

Trustee Belcaster moved to approve continued institutional membership in the Consortium of Academic and Research Libraries in Illinois (CARLI) for a fee of $1,545 for FY 2104. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.18
Academic and Research Libraries in Illinois (CARLI) for Library Collections Assessment, Institutional Membership for FY 2014:

Trustee Belcaster moved to approve continued institutional membership in the Consortium of Academic and Research Libraries in Illinois (CARLI) for a fee of $1,545 for FY 2014. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.
10.19 Illinois Skyway Collegiate Conference, Institutional Membership for FY 2014:
Trustee Belcaster moved to approve continued institutional membership in the Illinois Skyway Collegiate Conference for FY 2014 for a fee of $3,950 as submitted. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.
Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.20 National Junior College Athletic Association - Men's & Women's - Athletic Teams, Institutional Membership for FY 2014:
Trustee Belcaster moved to approve the continued institutional membership in the National Junior College Athletic Association for the Men's and Women's Athletic Teams in the total amount of $6,601 for FY 2014. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.
Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

10.21 Closed Session:
Chair Martinucci announced that Agenda Item 10.21 Closed, Session, and Agenda Item 10.22, Other Possible Action Subsequent to Discussion in Closed Session, would be taken up following 12.0, President’s Report.

11.0 Correspondence:
There was none.

12.0 President’s Report:
Dr. Grove reported on the following campus updates:

• Illinois Community College Board (ICCB) Career and Technical Education Grants - Morton College Performance Report — Kudos were extended to all who work so arduously to use and maintain these grants and complete the required reports

• Government Finance Officers Association – Morton College awarded a Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended 2012 — the efforts of the Business Office staff under the leadership of David Gonzalez and Mireya Perez were acknowledged

• League for Innovation Learning Summit — Yesenia Avalos, Marlena Avalos-Thompson, Marisol Velazquez, and Brenda Bedolla (student) were congratulated for their outstanding
presentation at this national forum, *Avanzando: From Application to Graduation at an Illinois Hispanic-Serving Institution*; other attendees were Keith McLaughlin, Scott Stewart and President Grove

12.2 Informational Items/Articles: There were none.

12.3 Out-of-State Travel Report: The Board received the Out-of-State Travel Report as submitted.

12.4 Community Facilities Usage Report: The Board received the monthly Community Facilities Usage Report as submitted.

10.21 Closed Session: (o.p.)

Trustee Belcaster moved to approve a recess to Closed Session to consider the setting of a price for sale or lease of property owned by Morton College; and to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of Morton College or legal counsel for Morton College, pursuant to Chapter 5 of the *Illinois Compiled Statutes* Section 120/2 (c) (6) and (1) respectively. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

Recess: The Board recessed to the Office of the President for Closed Session at 5:58 p.m.

Reconvening: The Regular Meeting was reconvened at 6:30 p.m. by Chair Martinucci. Upon roll call, the following were found present: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci and Advisory Voting Student Member Ortiz. Absent: Trustee Reitz.

*Trustee Banks* It was noted that Trustee Banks left the Board Room at 6:32 p.m. prior to Agenda Item 10.22 being taken up.

10.22 Action Subsequent to Discussion in Closed Session:

A. Authorization to Negotiate with Joe and Ross to Sell Real Property (2.5 Acres):

Trustee Cundari moved to approve authorization for the President and Counsel to enter into negotiations with Joe and Ross to sell certain real property (2.5 acres) belonging to the College, subject to the terms discussed in Closed Session. Trustee Belcaster seconded the motion.
Advisory Vote – Student Member Ortiz: Aye.


B. **Authorization for Counsel to Retain Separate Co-Counsel as Related to Real Estate Deal with Joe and Ross that Pose a Conflict for the College’s Current Counsel:**

Trustee Cundari moved to approve authorization for Counsel to retain separate co-counsel to work on any matters related to the real estate deal with Joe and Ross that pose a conflict for the College’s current Counsel. Trustee Belcaster seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.


13.0 Board Member Comments:

**Trustee Banks**

It was noted that Trustee Banks returned to the Board Table at 6:36 p.m.

14.0 Adjournment:

Trustee Cundari moved to adjourn the Regular Meeting of the Board. Trustee Belcaster seconded the motion.

Advisory Vote – Student Member Ortiz: Aye.

Ayes: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, and Martinucci. Nays: None. Absent: Trustee Reitz. Motion carried.

The meeting was adjourned at 6:37 p.m.

/s/ Anthony R. Martinucci, Board Chair

/s/ Susan L. Banks, Board Secretary