



Morton College

Regular Meeting

Monday, February 26, 2018 11:00 AM



MORTON COLLEGE

COMMUNITY COLLEGE DISTRICT NO. 527

COOK COUNTY, ILLINOIS

Agenda for the Regular Meeting

Monday, February 26, 2018

Agenda for the Regular Meeting of the Morton College Board of Trustees of Illinois Community College District No. 527, Cook County, to be held at 11:00 AM on Monday, February 26, 2018, in the Morton College Board Room (221B) of Building B located at 3801 S. Central Avenue, Cicero, Illinois.

1. Call to Order
2. Roll Call
3. Citizen Comments
4. Recognition
5. Correspondence
6. Reports
 6. 1. ICCTA/ACCT
 6. 2. Student Member-Estefani Hernandez Perez 6
 6. 3. Friends of Morton Foundation - Information Only Report 7
7. President's Report
 7. 1. Athletic Out of State Travel Report-Information Only 9
 7. 2. Out of State Travel Report-Information Only 11
 7. 3. Community Facilities Usage Report-Information Only 12
 7. 4. Student Success Center, Tutoring
 7. 5. Capital Renovations Priorities
 7. 6. FY19 Budget Priorities 13
 7. 7. Strategic Plan Implementation, Evaluation
 7. 8. HSI Eligibility Update 14
8. Consent Agenda

8. 1. Approval of the Consent Agenda-Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Board.	
8. 2. Approval of the Minutes of Regular Meeting held on January 22, 2018	16
8. 3. Approval of the Minutes of the Special Closed Meeting held on January 29, 2018	
8. 4. Approval and Ratification of Accounts Payable and Payroll \$2,587,748 and Budget Transfers \$0 for the month of December 2017, as submitted	23
8. 5. Approval of the Monthly Budget Report-for fiscal year to date ending in December 2017 be received and filed for Audit	76
8. 6. Approval of the Treasurer's Report - December 2017 be received and filed for Audit	93
8. 7. Approval of the following Facility Use Permits	
8. 7. 1. Freedom Middle School, Gym/Courtyard/Student Commons, May 31, 2018	95
8. 7. 2. Berwyn South SD100-Heritage Middle School, Student Commons/Gym, May 30, 2018	98
8. 7. 3. Strive Dance Company, Theatre, May 20, 2018 and June 2-3, 2018	101
8. 7. 4. Benedictine University, 1 Classroom, January 17, 2018-February 26, 2020	107
8. 8. Approval of the Resolution and Clinical Affiliation Agreement between Morton College and the Sinai Health System Departments of Nursing for the Nursing Program, as submitted	111
8. 9. Approval of the Resolution and Nursing Affiliation Agreement between Morton College and Norwood Crossing for the Nursing Program, as submitted	123
8. 10. Approval of the Out of State Travel for President Stan Fields to attend the League of Innovations 2018 Conference, March 18-21, 2018 in National Harbor, MD at an approximate cost of \$2,076.00	
8. 11. Approval of the Higher Learning Commission Invoice in the amount of \$3,300 for the Focus Visit in January 2018, as submitted	144
8. 12. Approval of the Membership with the Berwyn Development Corporation with a fee of \$2,000 for the 2018 Fiscal Year, as submitted	145
8. 13. Approval of the donation acceptance agreements between Morton College and Subaru for the Turbo Long Block, and the donation of 3 Transmissions (4 speed automatic, 5 speed automatic, and 6 speed manual) for instructional purposes for the automotive program, as submitted	147
8. 14. Approval of the BoardBook Subscription to TASB, Inc. with a fee of \$3,000 for the period of 3/1/18 to 2/28/19, as submitted	157
9. <u>Old Business Action Items</u>	
10. <u>New Business Action Items</u>	
10. 1. Approval of the revision to Board Policy 8.2.1 Hostile Work Environment and/or	159

Sexual Harassment, as introduced to the Board at the January 22, 2018 meeting	
10. 2. Approval of amended Board Policy-8.3, Reimbursement for Travel Expenses, as introduced to the Board at the January 22, 2018 meeting	160
10. 3. Introduction and discussion of a new Board Policy - Mandatory Retirement Age for Sworn Police Officers, for adoption at the March 26, 2018 board meeting	164
11. <u>Personnel Action Items</u>	
11. 1. Resignation Report-Information Only	
11. 1. 1. Constance Charles, Circulation Librarian, Effective February 1, 2018	
11. 1. 2. Alfonso Vega, Receiving/Mail Clerk, Effective February 15, 2018	
11. 2. Termination Report-Information only	
11. 2. 1. Beverly Singleton, Transition Coach PT (Position Eliminated), Effective February 15, 2018	
11. 2. 2. Cheryl Walsh, Part-Time Dispatcher, Effective February 15, 2018	
11. 3. Retirement Report-Information Only	
11. 3. 1. Martin Soto, Assistant Director of Facilities & Operations, Effective March 30, 2018	
11. 3. 2. Valerie Baffa, Instructor of English, Effective August 15, 2018	
11. 4. Part-Time Employment Report-Information Only	
11. 4. 1. Joanne Schocat, Part-time Academic Advisor, Effective February 20, 2018	
11. 4. 2. Estephany Alencastro, Service Aide (Part-Time/Bookstore), Effective February 13, 2018	
11. 5. Full-Time Employment Report	
11. 5. 1. Maria Smith, Full-Time Academic Advisor, Effective February 27, 2018	
11. 5. 2. Brian Polack, Theatre Manager, Effective March 6, 2018	
11. 6. Approval of the Department Transfer Report, as submitted	165
11. 6. 1. Nicholas Belcaster, General Maintenance, Effective February 27, 2018	
11. 6. 2. Adam Bradley, General Maintenance, Effective February 27, 2018	
11. 6. 3. Roger Montoro, Receiving/Mail Clerk, Effective February 27, 2018	
11. 7. Approval of the Adjunct Faculty Employment/Assignment Report for Spring 2018 semester in the amount of \$799,509.01 as submitted, pending additional class cancelations and/or additions	169
11. 8. Approval of the Employment Status of Non-Tenured Instructors for academic year 2018-2019, as submitted	180
11. 9. Approval of the Administrative Agreement with Ruben Ruiz for the position of Chief Information Officer of Morton College, at a rate of \$124,000 per year, Effective December 1, 2017	183
11. 10. Approval of the Overload Employment Report for Spring Semester 2018 in the amount of \$336,850.30 as submitted, pending additional class cancellations	197

and/or additions

11. 11. Approval to not grant a continuing employment contract to Employee A, for the 2018-2019 Academic Year, as submitted
11. 12. Approval of the creation of a new, Full-Time Classified Staff (Non-Union) position of Service Aide-Human Resources, Effective February 27, 2018, as submitted 203
11. 13. Approval of the creation of a new Part-Time Classified Staff (Non-Union) position of Adult & Community Education Special Needs\ Coordinator, Effective February 27, 2018, as submitted 207
12. Board Member Comments
13. Adjournment

Student Report to the Board

January 2018

Date _____ Event _____ Organization _____

January 16th -

January 19th, 2018

Welcome Week

SAO

To start off the new spring semester the Student Activities Office welcome all students with a week of various events located in the student commons. The events consisted of serving delicious breakfast, campus resource fair, campus involvement fair, and DIY Morton College pillow.

January 31st, 2018
College

Chili & Chillin' Cook-off

Morton

Foundation

This was a family event full of different activities for the community there were fire department chili chiefs, DJ and party motivators, coloring station, interactive, electronic, game truck, football throwing contest, fire safety and nutrition education, and so much more!

Submitted by: Estefani Hernandez Perez



Friends of Morton Foundation

Friends of Morton Foundation Report for Feb 9, 2018

FMF BOA \$28,755.77

FMF MC ACCT \$16,791.76*

Past Meetings:

- Chili Cook Off meetings
- Grivetti Scholarship donor meeting
- Scholarship distribution / Essay writing meeting
- 6 Fire house appts / including chiefs and others
- Board member meeting
- Chili Cook Off business
- Chili Cook off team calls
- Attended Town Hall meeting
- Board meeting for FMF

Pending:

- HOF Team meeting
- Rental company meeting
- Scholarship meeting
- Nursing for Lab enhancement and funding
- Cabinet meeting
- Student Service(s)

Scholarships

1. Meeting for Application Process / Nursing Dept

CHILI COOK OFF

1. Tickets distributed for event
2. Collected funds for ticket sales
3. Collected donations for event
4. Internal meeting
5. Communication for Fire Chiefs / multiple personal visits
6. Food Contract Chili Cook Off
7. Follow up on MD gifts / smaller
8. Follow up on in-kind gifts
9. Fundraising calls to past donors for Chili Cook Off Support
10. Run of Show for event continued to be developed
11. Meeting with Day Care for invitations
12. Created Coloring station
13. 2 elected officials attended for judging
14. 5 fire departments committed to participate
15. 3 departments attended
16. Gaming truck secured
17. Posted flyers for event on campus and in the community
18. Awarded trophies and delivered third trophy to one fire-station
19. Thank you notes sent

Misc

- AG letter
- Followed up with donors for multi-year gifts for the Capital Campaign - collection
- Informal request of ideas for this year's Annual Giving Campaign
- Review of database for mailing
- Secured menu, pricing and additional request for HOF
- Received quote for rental service
- Requested pricing and ordered items for HOF
- Secured Master of Ceremonies for HOF
- Secured Waterford gifts for honorees / families
- Prepared checks per boards direction and had cosigned by board member

Melissa Mollett

From: Stan Fields
Sent: Thursday, February 08, 2018 6:27 PM
To: Melissa Mollett
Cc: Maria Anderson; William Jacklin
Subject: Fwd: Action Item Athletic Out of State Travel Report for February 26 Board Meeting

Follow Up Flag: Follow up
Flag Status: Completed

Ok

Begin forwarded message:

From: Nydia M Jaimes <Nydia.Jaimes@morton.edu>
Date: February 8, 2018 at 12:59:07 PM CST
To: Stan Fields <stan.fields@morton.edu>
Cc: Melissa Mollett <melissa.mollett@morton.edu>, Maria Anderson <maria.anderson@morton.edu>, William Jacklin <william.jacklin@morton.edu>
Subject: Action Item Athletic Out of State Travel Report for February 26 Board Meeting

To: Stan Fields
CC: Melissa Mollett, Maria Anderson
Subject: Action Item Athletic Out of State Travel Report for February 26 Board Meeting

Proposed Action: That the Board approve athletic out of state travel.

Rationale: As required by the National Junior College Athletic Association (NJCAA) to compete at the highest athletic level.

Support:	Baseball	March 17	Sanford, FL	Competition at Seminole State College
	Baseball	March 18	Palatka, FL	Competition at St. John River State
	Baseball	March 19	Daytona Beach, FL	Competition at Daytona State College
	Baseball	March 20-21	New Port Richey, FL	Competition at Pasco Hernando State
	Baseball	March 25	Milwaukee, WI	Competition at Bryant & Stratton College
	Baseball	April 4	Milwaukee, WI	Competition at Milwaukee Area Technical
	Baseball	May 26 – June 2	Enid, OK	NJCAA National Championship
	Softball	April 23	Milwaukee, WI	Competition at Bryant & Stratton College
	Softball	May 16-19	Clinton, MS	NJCAA National Championship

Nydia Jaimes
Athletic Success Coordinator

MORTON COLLEGE
3801 S. Central Avenue

Cicero, IL 60804-4398
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Twitter: @MCAthletics1924

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TRAVEL REPORT

Regular Meeting of the Morton College Board of Trustees February 26, 2018

(Per Board Policy)

<u>NAME</u>	<u>DATE(S)</u>	<u>DESTINATION</u>	<u>PURPOSE</u>	<u>COST</u>
Jamie Halmon	January 23-24, 2018	Merrillville, IN	American Red Cross Instructor Training	\$300.00
Micheal Kott	Mar 14-18, 2018	Harvard University	Library Leadership in a Digital Age	\$4,000
Maura Abrahamson	Feb 7-9, 2018	El Dorado, Kansas	Butler Community College Site Visit--HLC	
Keith McLaughlin	Feb 21-23, 2018	Tampa, FL	NACTC Board Retreat to complete strategic plan	\$1334



COMMUNITY FACILITIES USAGE REPORT

Regular Meeting of the Morton College Board of Trustees

February 2018

(Per Board Policy #5.8)

<u>DATE(S)</u>	<u>ORGANIZATION</u>	<u>FACILITY</u>	<u>TIME</u>
2/5 & 2/26	Town of Cicero	Theatre	2:00 pm – 5:00 pm
2/21	State Rep. Elizabeth Hernandez	Theatre	10:30 am – 2:00 pm
2/28	Chicago Kids Company	Theatre	1:00 pm – 4:00 pm

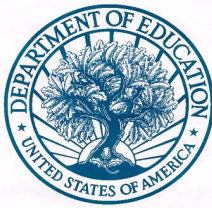
All events have been approved in accordance with Board Policy 5.8.



Morton College
Community College District No. 527

Budget Calendar
Fiscal Year Ending June 30, 2019

Item		Due Date
Initial budget directions communicated to all administrators via e-mail by the Chief Financial Officer. Communications will continue throughout the budget process.		February 16, 2018
Training		Starts February 19, 2018
Budget module is available. Budget managers can start working on their budgets.		February 26, 2018
Deadline for all department budgets to be completed. Budget reports are ready for review and approval by appropriate Vice President.		March 26, 2018
Budget review at the Vice President level is completed and submitted to the Business Office for final changes.		April 16, 2018
Tentative Annual Budget is prepared and submitted to the Board for review on May 21, 2018 .		May 21, 2018
Board approves public display of the Tentative Annual Budget		May 21, 2018
Tentative Annual budget is available for public inspection		May 22 to June 24, 2018
Board holds public hearing on adopting the Annual Budget. Board approves Annual Budget		June 25, 2018
Required documents filed with the Cook County Clerk and the Illinois Community College Board.		August 15, 2018



**U.S. Department of Education
Office of Postsecondary Education**

OPEID: 00172800

Morton College

Cicero, IL

FY: 2018

Submit Date: 02/16/2018

Print Date: 02/16/2018

We are pleased to inform you that your recent request for designation as an eligible institution under Titles III and V of the Higher Education Act of 1965, as amended by the Higher Education Opportunity Act of 2008 (HEA), is approved. Subject to the specific program requirements, your institution may apply for a new grant under any of the Titles III and V programs.

As a result of receiving this designation, your institution is also eligible for a waiver of the non-Federal share matching requirements under the Federal Work Study Program (FWS), the Federal Supplemental Educational Opportunity Grant Program (FSEOG), and the TRIO Student Support Services Program under Title IV of the HEA, as well as the Undergraduate International Studies and Foreign Language Program authorized by Title VI of the HEA.*

The eligibility for a waiver of the non-Federal share matching requirements applies for a one-year period beginning July 1, 2018. The offices within the Department of Education that administer those specific programs will handle the waiver of the cost sharing. You must apply for eligibility designation annually.

*NOTE: Branch campuses are not eligible for the waiver of the non-Federal share matching requirements.

Please retain this letter as evidence of your eligibility and for an adequate audit trail.

If you have questions concerning this designation, please contact Christopher Smith at Christopher.Smith@ed.gov or (202) 453-7946 or Jason Cottrell, Ph.D. at Jason.Cottrell@ed.gov or (202) 453-7530. If you have questions concerning the waiver of the non-Federal share matching requirements for FWS or FSEOG, please contact the Campus-Based Call Center at

CBFOB@ed.gov or (877) 801-7168.

Sincerely,

James E. Laws, Jr., Ed.D.
Director, Strengthening Institutions Program



MORTON COLLEGE

COMMUNITY COLLEGE DISTRICT NO.

527 COOK COUNTY, ILLINOIS

Minutes for the Regular Board Meeting

Monday, January 22, 2018

A Regular Meeting of the Board of Trustees of Morton College was held Monday, January 22, 2018, beginning at 11:00 AM in the Morton College Board Room (221B) of Building B located at 3801 S. Central Avenue, Cicero, Illinois.

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 Frank Aguilar at 11:04 AM on Monday, January 22, 2018 in the Morton College Board Room (221-B).

2. **Roll Call**

Present:

Frank J. Aguilar, Chair
Joseph J. Belcaster, Trustee
Jose A. Collazo, Secretary
Frances Reitz, Trustee (arrived at 11:10 AM)
Anthony Martinucci, Vice Chair (Arrived at 5:20 PM)
Estefani Hernandez Perez, Advisory Student Member

Absent:

Susan L. Banks, Trustee
Melissa Cundari, Trustee

Also Present:

Dr. Stanley Fields, President
Michael Del Galdo, Attorney-Del Galdo Law Group, LLC

3. **Citizen Comments**

None

4. **Recognition**

None

5. **Correspondence**

None

6. Reports

6. 1. ICCTA/ACCT

None

6. 2. Student Member- Estefani Hernandez Perez

Advisory Voting Student Member Hernandez Perez gave the monthly report of student programs and activities.

6. 3. Friends of Morton Foundation - Information Only Report

Submitted for information only.

7. President's Report

7. 1. Out of State Travel Report-Information Only

Submitted for information only.

7. 2. Out of State Student Travel Report-Information Only

Submitted for information only.

7. 3. Community Facilities Usage Report-Information Only

Submitted for information only.

7. 4. Vision Statement

A Banner was made to visualize the Vision-Goal Statement. Trustees and Administration were welcomed to the front to sign the statement together at the meeting.

7. 5. Student Success Initiatives

Dr. McLaughlin spoke about the number of students that are being dropped due to no payment or no payment plan set up. We have recognized the 85 students are at risk, and calls were made to assist these students. After the calls we have been able to set up payment plans for 40 of the 85 students to keep them enrolled.

7. 6. HLC Focus Visit Update

Dr. McLaughlin reminded the Board that the HLC will be here on Monday, January 29th and Tuesday, January 30th for the Focus Visit. The Board will have a working lunch with the HLC Team on Monday, January 29th at 12 PM.

7. 7. Finance 101 Presentation

Mireya Perez, Director of Business Services, gave an overview of the Morton College Operating Budget

8. Consent Agenda

Trustee Martinucci moved to approve the consent agenda items 8.1 through 8.11, as listed below. Trustee Collazo seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

The below were the approved consent agenda items:

8. 1. Approval of the Consent Agenda-Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Board.
8. 2. Approval of the Minutes of Regular Meeting held on December 18, 2017
8. 3. Approval of the Minutes of Special Meeting held on December 21, 2017
8. 4. Approval of the Minutes of Closed Meeting held on December 18, 2017
8. 5. Approval and Ratification of Accounts Payable and Payroll \$2,488,587 and Budget Transfers \$57,450 for the month of November 2017, as submitted
8. 6. Approval of the Monthly Budget Report-for fiscal year to date ending in November 2017 be received and filed for Audit
8. 7. Approval of the Treasurer's Report - November 2017 be received and filed for Audit
8. 8. Approval of the renewal for the Institutional Membership with the West Suburban Chamber of Commerce and Industry for 2018 at the annual fee of \$500.00, as submitted
8. 9. Approval of President Stan Fields to attend the ACCT Legislative Summit in Washington, D.C. from February 11th-14th, 2018 with the approximate cost of \$2,500.00
8. 10. Approval of the following Facility Use Permits
 8. 10. 1. District 103 Toastmasters, Theatre/Cafeteria/Classrooms, January 27, 2018
 8. 10. 2. Office of State Rep. Elizabeth Hernandez, Lecture Hall/Cafeteria/other, February 21, 2018
8. 11. Approval of Memorandum of Understanding between Morton College and SERCO, Inc. for the Adult Education Program, as submitted

9. Old Business Action Items

9. 1. Trustee Belcaster moved approve and adopt the 2018-2022 Strategic Plan, as submitted. Trustee Martinucci seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz

Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

9. 2. Trustee Belcaster moved to approve the resolution and contract between Paisan's and Morton College, as presented to the Board at the December 18, 2017 Board Meeting. Trustee Martinucci seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

10. New Business Action Items

10. 1. Trustee Belcaster moved approve the appointment of Officer for Information Requests received under the Freedom of Information Act to Frank Marzullo. Trustee Martinucci seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

10. 2. Trustee Belcaster moved to approve the appointment of Compliance Officer for the Open Meetings Act to Frank Marzullo. Trustee Collazo seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

10. 3. Trustee Belcaster moved to table the approval the donation acceptance agreements between Morton College and Subaru for the DSTI vehicle interface and operational software, and the donation of 2015 Forester vehicle for instructional purposes for the automotive program, as submitted. Trustee Collazo seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

10. 4. Trustee Martinucci made a motion to approve a new Board Policy and Procedure, Alcohol Beverages on College Property (as amended), presented to the Board on December 18, 2017. Trustee Belcaster seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

10. 5. Introduction of Amended Board Policy-8.3, Reimbursement for Travel Expenses, for adoption at the February Board Meeting.

There were no comments from the Trustees.

10. 6. Trustee Belcaster made a motion to approve the changes in curriculum, as submitted. Trustee Martinucci seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

10. 7. Trustee Belcaster made a motion to approve the waiving of tuition and fees for all Illinois Consortium of International Studies and Programs (ICISP) consortia and sponsored program courses, effective Summer 2018, for a period of three years, ending Spring 2021, as submitted. Trustee Collazo seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

10. 8. Trustee Belcaster made a motion to the resolution establishing a Policy to Prohibit Sexual Harassment, as submitted. Trustee Martinucci seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

10. 9. Introduction of the revision to Board Policy 8.2.1 Hostile Work Environment and/or Sexual Harassment.

There were no comments from the Trustees.

11. Personnel Action Items

11. 1. Trustee Martinucci made a motion to approve the Full-Time Employment Report, as submitted. Trustee Collazo seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

11. 2. Trustee Belcaster made a motion to approve the following Part-Time and Temporary Athletic Coaches for the period of January 22, 2018 to June 30, 2018 for Alyssa Galasso (assistant Softball Coach) as a rate of \$4,500 and Elias McMahon (volunteer Baseball Coach), as submitted. Trustee Martinucci seconded the motion.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

11.3 Trustee Belcaster made a motion to approve the Morton College Full-Time Faculty Seniority list, as submitted.

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

11. 4. The Resignation Report was given to the Board for information purposes only.

12. Board Member Comments

Trustee Martinucci asked the SHPE Students to speak. The students thanked the Board of Trustees, Dr. Fields, Blanca Jara, and Maria Anderson for the support of their organization through the 2016-2017 School Year.

13. Adjournment

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

Advisory Vote-Student Member Hernandez Perez: Aye

Aye: Trustees Aguilar, Belcaster, Collazo, Martinucci, and Reitz
Nays: none. Absent: Trustees Banks and Cundari. Motion Carried.

This meeting was adjourned at 11:40 AM

Frank J. Aguilar,
Board Chair

Jose Collazo
Board Secretary

Melissa Mollett

From: Stan Fields
Sent: Monday, February 12, 2018 11:45 AM
To: Melissa Mollett
Cc: Maria Anderson; Mireya Perez
Subject: Fwd: Action Item 8.1 for 2/26/2018 Board Meeting
Attachments: Board AS Totals 12-31-17.pdf; ATT00001.htm; Check Register 12-31-17.pdf; ATT00002.htm; DelGaldo Inv 12-31-17.pdf; ATT00003.htm; Over 10K Dec 2017.pdf; ATT00004.htm; Payroll Register 12-15-17.pdf; ATT00005.htm; Payroll Register 12-31-17.pdf; ATT00006.htm

Ok

Begin forwarded message:

From: Mireya Perez <mireya.perez@morton.edu>
Date: February 12, 2018 at 10:36:57 AM EST
To: Stan Fields <stan.fields@morton.edu>
Cc: Maria Anderson <maria.anderson@morton.edu>, Melissa Mollett <melissa.mollett@morton.edu>
Subject: FW: Action Item 8.1 for 2/26/2018 Board Meeting

Propose Action: THAT THE BOARD APPROVE AND RATIFY ACCOUNTS PAYABLE AND PAYROLL FOR THE MONTH OF DECEMBER 2017 IN THE AMOUNT OF \$2,587,748 AND BUDGET TRANSFERS IN THE AMOUNT OF \$0 AS SUBMITTED.

Rationale: [Required by Chapter 110, ACT 805, Section 3-27 of the Illinois Compiled Statues]

Attachments: Resolution, Accounts Payable and Payroll Records

Thanks,

*Mireya Perez
Director of Business Services
Morton College
3801 South Central Ave
Cicero, IL 60804
Phone (708) 656-8000 ext 2289
Fax (708) 656-3194*

From: David Gonzalez [<mailto:David.Gonzalez@cpagwa.com>]
Sent: Friday, February 09, 2018 2:35 PM
To: Mireya Perez <mireya.perez@morton.edu>
Subject: FW: Action Item 8.1 for 2/26/2018 Board Meeting

Mireya
Reviewed.

Thanks
David

BE IT HEREBY RESOLVED THAT accounts payable and payrolls for the month of December, 2017 be approved and/or ratified in the amount of \$2,587,748 as listed on the attached sheet and supported by vouchers, invoices, purchase orders, and payroll registers, made available and referred to as necessary, and summarized as follows:

Current Funds (01),

Cash Disbursements -		
Monthly	12/31/2017	905,063
Payroll	12/15/2017	762,533
Payroll	12/31/2017	527,934
Student Refunds	12/31/2017	<u>391,588</u>
		2,587,118

O&M Restricted Fund (03)

Cash Disbursements -		
Monthly	12/31/2017	<u>630</u>
TOTAL ALL FUNDS		<u><u>\$2,587,748</u></u>

AND BE IT FURTHER RESOLVED THAT budget transfers in the amount of \$0 be approved as outlined on the attached Journal No. 0 entry dates attached hereto.

AND BE IT FURTHER RESOLVED THAT the treasurer of Morton College is hereby authorized and directed to make payments as listed and/or summarized above.

PASSED this 26th day of February by the Board of Trustees, Morton College, Community College District no. 527, Cicero, Illinois.

**Morton College
Over 10K Report
December 2017**



Vendor Name	Check Date	Check Number	Board Approved Date	Amount	Item Description Line 1
Agera Energy	12/19/2017	0070535	EXEMPT	\$27,961.20	Electricity Usage
Athletico	12/15/2017	0070442	8/31/2017	\$14,525.00	ATC contract
Berwyn North Dist 98	12/8/2017	0069716	2/22/2017	\$22,600.37	PEG billing Nov 2017
Berwyn South School Dist. 100	12/8/2017	0069717	2/22/2017	\$24,183.96	PEG billing for Nov 2017
Del Galdo Law Group, LLC	12/15/2017	0070448	EXEMPT	\$14,128.00	Attorney services
Diamond Graphics	12/1/2017	0069650	10/23/2017	\$7,868.25	Adhesive posters 4-0 with
Diamond Graphics	12/8/2017	0069727	10/23/2017	\$9,682.00	Academic Catalogs
Diamond Graphics	12/15/2017	0070449	10/23/2017	\$270.00	Adhesive
First Midwest Bank	12/19/2017	0070534	EXEMPT	\$13,311.62	4Imprint/Various Misc Expenses
GW & Associates, PC	12/15/2017	0070453	EXEMPT	\$16,000.00	Contract services
Healthcare Service Corporation	12/1/2017	0069657	EXEMPT	\$160,207.47	BCBS/Medical Insurance
McGraw-Hill Global Education Holdings, LL	12/15/2017	0070350	EXEMPT	\$33,966.00	LAB MANUAL BIO-102/BOOKS
Mesirow Insurance Services, Inc	12/15/2017	0070464	4/26/2017	\$10,625.00	Final Quarterly Installment
Nebraska Book Co	12/1/2017	0069672	EXEMPT	\$2.97	BLOODS/BOOKS
Nebraska Book Co	12/15/2017	0070355	EXEMPT	\$13,989.99	ONE SHIPMENT OF USED/BOOKS
Pearson Higher Education	12/8/2017	0069750	EXEMPT	\$98.85	BIO 203 A/P LAB MANUAL/BOOKS
Pearson Higher Education	12/15/2017	0070359	EXEMPT	\$6,761.05	ASSESSING/GUIDING YOUNG/BOOKS
Pearson Higher Education	12/19/2017	0070506	EXEMPT	\$66,796.86	ACCESS TO HEALTH/BOOKS
State Univ Retirement Systems	12/15/2017	0070395	EXEMPT	\$68,609.70	Payroll Deductions
State Univ Retirement Systems	12/19/2017	0070529	EXEMPT	\$48,457.46	Payroll Deductions
SWC Technology Partners	12/15/2017	0070478	7/20/2017	\$19,700.00	SWC Managed Services
TIAA-CREF	12/15/2017	0070396	EXEMPT	\$11,373.04	Payroll Deductions
TIAA-CREF	12/19/2017	0070530	EXEMPT	\$11,373.04	Payroll Deductions
			Total Paid	602,491.83	

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/31/2017	0000770	Abrahamson, Maura	\$5,870.17
12/31/2017	0000835	Alcala, Sandra	\$2,217.33
12/31/2017	0003069	Alexandru, Vica	\$46.50
12/31/2017	0032609	Almeida, Ricardo	\$2,011.04
12/31/2017	0003324	Alonso, Erika	\$1,541.58
12/31/2017	0000809	Alonso, Hernan	\$1,429.88
12/31/2017	0181767	Anderson, Maria	\$3,331.42
12/31/2017	0000749	Angelilli, Jennifer	\$2,104.17
12/31/2017	0167603	Annoreno, Angelo	\$76.00
12/31/2017	0166664	Aquino, James	\$3,192.21
12/31/2017	0007899	Arias, Carolyn	\$358.11
12/31/2017	0019085	Arzola, Nereida	\$1,743.83
12/31/2017	0000885	Avalos, Jesus	\$482.50
12/31/2017	0000799	Avalos-Thompson, Marlana	\$3,355.54
12/31/2017	0000873	Baffa, John	\$4,960.56
12/31/2017	0000946	Baffa, Valerie	\$4,960.56
12/31/2017	0000740	Banda, Magda	\$3,474.29
12/31/2017	0000781	Barajas, Sandra	\$1,628.29
12/31/2017	0000858	Barone, Roxanne	\$2,361.71
12/31/2017	0178376	Belcaster, Joseph	\$2,220.96
12/31/2017	0000750	Belcaster, Nicholas	\$1,670.58
12/31/2017	0000830	Berthiaume, Maria	\$1,183.36
12/31/2017	0066045	Bilotto, Eugene	\$550.72
12/31/2017	0000845	Bluemmer, Judy	\$4,203.58
12/31/2017	0000918	Bonin, Eileen	\$2,030.33
12/31/2017	0000757	Boodoosingh, Savitri	\$69.75
12/31/2017	0076654	Bradley, Adam	\$1,521.14
12/31/2017	0000915	Bulat, Cheryl	\$5,486.62
12/31/2017	0184720	Buongiorno, Joseph	\$133.33
12/31/2017	0156655	Cappetta, Leilani	\$1,710.88
12/31/2017	0000924	Casey, Craig	\$3,839.50
12/31/2017	0000829	Casey, Robert	\$3,962.29
12/31/2017	0002990	Castillo, Carolina	\$1,743.83
12/31/2017	0002995	Choudhury, Parsa	\$226.80
12/31/2017	0000884	Cienfuegos, Lillian	\$1,751.17
12/31/2017	0181564	Cisco Jr, Taylor	\$642.60
12/31/2017	0000859	Clay, Oscar	\$1,888.32

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/31/2017	0094966	Clemente, Antonio	\$2,163.42
12/31/2017	0162406	Cline, Irina	\$2,000.00
12/31/2017	0000794	Crockett, Janet	\$4,273.06
12/31/2017	0000843	Davidson, Jody	\$2,821.46
12/31/2017	0000790	De La Torre, Refugio	\$2,203.81
12/31/2017	0190883	Delgado, Sally	\$1,620.03
12/31/2017	0000786	Demato, Michelle	\$262.10
12/31/2017	0000763	Diaz, Maria	\$1,648.42
12/31/2017	0000917	Dominguez, Carlos	\$4,098.15
12/31/2017	0170558	Drury, Benjamin	\$2,242.21
12/31/2017	0000735	Duhon, Steven	\$3,487.50
12/31/2017	0020621	Esposito, Marie	\$105.60
12/31/2017	0000828	Fabiyi, Edith	\$2,925.58
12/31/2017	0003208	Falbo, Lydia	\$4,140.00
12/31/2017	0000814	Favela, Martha	\$1,775.54
12/31/2017	0000762	Fejt, George	\$3,288.00
12/31/2017	0000777	Felice, Susan	\$3,143.71
12/31/2017	0079155	Fields, Stanley	\$10,850.00
12/31/2017	0092824	Folkers, Jeff	\$1,597.46
12/31/2017	0160558	Fortier, Jr, George	\$108.50
12/31/2017	0003006	Fram, Harriet	\$75.60
12/31/2017	0160367	Freemon, Yolanda	\$3,472.04
12/31/2017	0000938	Gan, Xiaoling	\$3,211.71
12/31/2017	0000838	Garcia-Searle, Brenda	\$2,454.17
12/31/2017	0000879	Garza, Sylvia	\$2,228.16
12/31/2017	0170257	Gasca, Guillermo	\$2,236.13
12/31/2017	0000935	Gatyas, Kenton	\$4,715.11
12/31/2017	0000724	Gilligan, Brian	\$3,605.25
12/31/2017	0000896	Ginley, Steven	\$3,777.18
12/31/2017	0173329	Gonzalez, Sotero	\$567.00
12/31/2017	0000932	Gramas, Margaret	\$5,029.13
12/31/2017	0189759	Green, Amy	\$2,523.63
12/31/2017	0000892	Grice, James	\$6,005.00
12/31/2017	0000788	Gutierrez, Rosa	\$2,281.26
12/31/2017	0000805	Halmon, Jamie	\$2,446.50
12/31/2017	0165694	Helmus, Sara	\$2,703.42
12/31/2017	0000841	Herrera, Michelle	\$2,241.58

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/31/2017	0159384	Herrmann, Julianne	\$2,454.88
12/31/2017	0000793	Hopkins, Margaret	\$2,800.50
12/31/2017	0061134	Iniquez, Jennifer	\$2,578.55
12/31/2017	0174916	Iniquez, Michael	\$1,255.15
12/31/2017	0176980	Jacklin, William	\$4,550.00
12/31/2017	0000876	Jaimes, Nydia	\$2,172.17
12/31/2017	0173034	James, Nadja	\$3,221.71
12/31/2017	0002876	Jaquez, Evelyn	\$1,781.08
12/31/2017	0107686	Jara, Blanca	\$2,421.88
12/31/2017	0000785	Johnson, Caroline	\$2,241.58
12/31/2017	0060105	Jonas, David	\$3,180.03
12/31/2017	0003148	Jones, Roshawn	\$606.55
12/31/2017	0003017	Jundt, Gene	\$453.60
12/31/2017	0000870	Kasprowicz, Michael	\$4,727.32
12/31/2017	0003157	Kelikian, Toulia	\$3,221.71
12/31/2017	0165341	Klementzos, Jennifer	\$1,769.33
12/31/2017	0077801	Knowski, James	\$551.62
12/31/2017	0000004	Kott, Micheal	\$3,881.25
12/31/2017	0000021	Koutny, Linda	\$2,388.29
12/31/2017	0000919	Krader, Geoffrey	\$4,941.28
12/31/2017	0002957	Kupec, Debra	\$2,395.33
12/31/2017	0000755	Lanciotti, Lawrence	\$3,987.82
12/31/2017	0003023	Latham-Williams, Karen	\$151.20
12/31/2017	0000811	Lind, Carmen	\$4,170.87
12/31/2017	0000833	Litwicki, Mark	\$3,221.60
12/31/2017	0060156	Lopez, Edwin	\$533.51
12/31/2017	0003025	Lopez, Flora	\$945.00
12/31/2017	0003094	Lopez, Noe	\$30.00
12/31/2017	0003033	Lozano, Gloria	\$1,769.33
12/31/2017	0003026	Lubeck, Sarah	\$378.00
12/31/2017	0154317	Mangia, Vlasta	\$1,579.38
12/31/2017	0090401	Mantzakides, Thomas	\$2,236.13
12/31/2017	0000822	Martinez, Blanca	\$1,841.83
12/31/2017	0168363	Martinez, Ernest	\$1,291.27
12/31/2017	0000955	Martinez, Raul	\$2,346.13
12/31/2017	0000869	Marzullo, Frank	\$6,213.75
12/31/2017	0017224	Mata, Gabriela	\$1,760.75

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/31/2017	0003232	Mathelier, Lisa	\$380.85
12/31/2017	0156656	Mazzone, Dominick	\$413.04
12/31/2017	0000732	McFadden, James	\$808.10
12/31/2017	0000909	McGhee, Edward	\$1,886.77
12/31/2017	0002697	McLaughlin, Keith	\$8,102.67
12/31/2017	0165577	Merchant, Linda	\$876.80
12/31/2017	0000769	Mohr, Michele	\$3,914.96
12/31/2017	0181768	Mollett, Melissa	\$3,331.41
12/31/2017	0179082	Montolin, Olivia	\$2,121.17
12/31/2017	0002708	Montoro, Roger	\$2,401.52
12/31/2017	0054966	Montoro, Roger	\$1,241.00
12/31/2017	0000839	Moore, Linda	\$3,340.79
12/31/2017	0000816	Moravecek, Robert	\$482.50
12/31/2017	0187216	Moss, Neil	\$1,743.79
12/31/2017	0170685	Munoz, Erica	\$1,350.54
12/31/2017	0000856	Munoz, Hector	\$3,443.88
12/31/2017	0000910	Navarro, Rafael	\$1,549.08
12/31/2017	0000815	Nedza, Michael	\$6,217.19
12/31/2017	0111554	Nieves, Samantha	\$1,695.74
12/31/2017	0049422	Ocampo, Jose	\$1,255.15
12/31/2017	0000928	O'Connell, James	\$2,532.96
12/31/2017	0189933	Olvera, Roberto	\$1,220.02
12/31/2017	0000747	Paez, Elizabeth	\$2,450.13
12/31/2017	0000951	Paneral, Beth	\$1,421.99
12/31/2017	0000778	Parise, Patricia	\$4,731.21
12/31/2017	0082070	Patterson, Jessica	\$336.60
12/31/2017	0002913	Pearson, Dennis	\$2,624.67
12/31/2017	0000820	Pencheva, Tsonka	\$3,323.67
12/31/2017	0007939	Perez, Armando	\$1,763.00
12/31/2017	0000863	Perez, Guadalupe	\$1,841.79
12/31/2017	0000950	Perez, Jaime	\$1,101.52
12/31/2017	0000776	Perez, Mireya	\$4,027.08
12/31/2017	0083410	Perez, Sonia	\$2,236.13
12/31/2017	0177526	Pierce, Tommy	\$3,997.71
12/31/2017	0000752	Porod, Eric	\$3,154.54
12/31/2017	0000771	Potempa, John	\$4,535.42
12/31/2017	0160605	Primm, Rebecca	\$2,450.13

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/31/2017	0000848	Pullia, Nicole	\$1,628.29
12/31/2017	0041753	Quiroga-Nevarez, Daiana	\$2,186.88
12/31/2017	0000743	Raigoza, Suzanna	\$2,618.28
12/31/2017	0188076	Ramirez, Aurelia	\$1,220.02
12/31/2017	0000889	Ramirez, Jose	\$1,719.56
12/31/2017	0168948	Ray, Anthony	\$5,391.58
12/31/2017	0000953	Raygoza, Liliana	\$1,743.83
12/31/2017	0156449	Raymond, Mary	\$3,227.96
12/31/2017	0000726	Reft, Jennifer	\$3,196.88
12/31/2017	0168949	Rein, Jack	\$264.60
12/31/2017	0189140	Ridyard, Melissa	\$2,194.08
12/31/2017	0000872	Rivas, Angel	\$1,555.33
12/31/2017	0000795	Rivera, Doris	\$2,587.50
12/31/2017	0000925	Rivera, Juan	\$2,162.51
12/31/2017	0000748	Rodriguez, Diana	\$2,241.58
12/31/2017	0156404	Rodriguez Jr, Jesus	\$2,135.96
12/31/2017	0000851	Roland, H.M. Joyce	\$567.00
12/31/2017	0056628	Roman, Daniel	\$3,719.78
12/31/2017	0161489	Romero, Julian	\$1,255.15
12/31/2017	0165693	Romero Yuste, Maria	\$4,318.94
12/31/2017	0000741	Ross, Robert	\$1,586.69
12/31/2017	0000797	Ruiz, Ruben	\$4,882.96
12/31/2017	0000895	Rutka, Leonard	\$2,847.00
12/31/2017	0000754	Sajatovic, Mark	\$1,941.21
12/31/2017	0058030	Sanchez, Alberto	\$344.20
12/31/2017	0000907	Sanchez, Luis	\$4,558.81
12/31/2017	0003044	Sanchez, Pedro	\$831.60
12/31/2017	0000737	Sarther, Diane	\$5,671.21
12/31/2017	0000921	Scatchell, Candyce	\$2,254.54
12/31/2017	0000898	Schmitt, Robert	\$4,733.21
12/31/2017	0000860	Schoepf, Cheryl	\$2,238.00
12/31/2017	0002668	Sedaie, Behrooz	\$4,433.06
12/31/2017	0000731	Seo, Kymberly	\$4,493.23
12/31/2017	0000861	Seropian, Daniel	\$1,464.48
12/31/2017	0002709	Shouba, Derek	\$5,044.29
12/31/2017	0003089	Sleeth, Bradley	\$2,459.67
12/31/2017	0000789	Smith, Maria	\$1,657.00

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/31/2017	0000939	Sonnier, Celeste	\$3,394.70
12/31/2017	0000842	Soto, Marlene	\$1,517.36
12/31/2017	0000882	Soto, Martin	\$2,637.88
12/31/2017	0125437	Soto, Yasna	\$1,380.29
12/31/2017	0000943	Spaniol, Scott	\$2,784.46
12/31/2017	0007897	Stella, Leslie	\$134.98
12/31/2017	0176470	Stewart, Tiffany	\$199.44
12/31/2017	0000761	Styer, Audrey	\$4,338.13
12/31/2017	0000897	Sykora, Donald	\$4,508.81
12/31/2017	0154190	Taylor, Kimberly	\$525.00
12/31/2017	0161138	Tejeda, Erika	\$2,916.67
12/31/2017	0000738	Torres, Gina	\$2,411.67
12/31/2017	0177705	Truly, Donald	\$207.38
12/31/2017	0000019	Ulbrich, Scott	\$2,923.92
12/31/2017	0003055	Ulit, Enriqueta	\$604.80
12/31/2017	0000886	Vargas, Maria	\$2,265.29
12/31/2017	0000796	Vazquez, Luis	\$443.76
12/31/2017	0000823	Vega, Alfonso	\$1,986.58
12/31/2017	0166301	Vega-Huezo, Wendy	\$3,407.25
12/31/2017	0000808	Velazquez, Marisol	\$3,751.88
12/31/2017	0000868	Walley, Cynthia	\$3,196.88
12/31/2017	0013245	Warren, John	\$3,283.48
12/31/2017	0000803	Wedge, Frances	\$3,866.00
12/31/2017	0000758	Weinstein, Thomas	\$2,467.83
12/31/2017	0191249	Westlove, Michael	\$113.50
12/31/2017	0190102	Windham, Brandie	\$1,992.13
12/31/2017	0189580	Winters, Jacob	\$62.00
12/31/2017	0000767	Wolff, Michael	\$295.84
12/31/2017	0000736	Wood, Robert	\$3,824.54
12/31/2017	0000942	Yanez, Rodolfo	\$2,323.13
12/31/2017	0000813	Zukauskas, Karolis	\$3,424.58
12/31/2017	0000883	Zych, Antoinette	\$2,702.04
Total			\$527,933.84

Morton College - Payroll Register - Period Ending December 15, 2017

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0002980	Abate, Nannette	\$448.32
12/15/2017	0002911	Abdel-Jaber, Nellie	\$963.14
12/15/2017	0154140	Abenante, Sophia	\$668.73
12/15/2017	0000770	Abrahamson, Maura	\$5,870.17
12/15/2017	0000766	Addalia, Mary	\$300.00
12/15/2017	0000835	Alcala, Sandra	\$2,467.33
12/15/2017	0003069	Alexandru, Vica	\$808.13
12/15/2017	0163519	Almanza, Marcy	\$105.60
12/15/2017	0032609	Almeida, Ricardo	\$2,011.04
12/15/2017	0003324	Alonso, Erika	\$1,541.58
12/15/2017	0000809	Alonso, Hernan	\$1,829.88
12/15/2017	0007649	Andersen, Michael	\$20.00
12/15/2017	0181767	Anderson, Maria	\$3,331.42
12/15/2017	0165928	Andujar, Rey	\$327.44
12/15/2017	0000749	Angelilli, Jennifer	\$2,354.17
12/15/2017	0167603	Annoreno, Angelo	\$623.31
12/15/2017	0166664	Aquino, James	\$3,192.21
12/15/2017	0007899	Arias, Carolyn	\$685.08
12/15/2017	0156009	Arias, Olga	\$1,433.63
12/15/2017	0019085	Arzola, Nereida	\$1,743.83
12/15/2017	0156015	Asche, Kyle	\$311.66
12/15/2017	0003071	Ashraf, Mohammad	\$677.45
12/15/2017	0000885	Avalos, Jesus	\$1,548.05
12/15/2017	0000799	Avalos-Thompson, Marlena	\$3,741.64
12/15/2017	0000873	Baffa, John	\$4,972.38
12/15/2017	0000946	Baffa, Valerie	\$4,960.56
12/15/2017	0163721	Bahena, Karina	\$9.60
12/15/2017	0002972	Baker, Chris	\$326.21
12/15/2017	0000740	Banda, Magda	\$3,474.29
12/15/2017	0000781	Barajas, Sandra	\$1,878.29
12/15/2017	0003074	Barnat, Martin	\$515.58
12/15/2017	0000858	Barone, Roxanne	\$3,161.71
12/15/2017	0176458	Beacham, John	\$1,120.13
12/15/2017	0003075	Behling, William	\$1,061.43
12/15/2017	0178376	Belcaster, Joseph	\$2,220.96
12/15/2017	0000750	Belcaster, Nicholas	\$1,562.42
12/15/2017	0003078	Bernstein, Arnie	\$1,221.33

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0160490	Berry, Raymond	\$1,178.78
12/15/2017	0000830	Berthiaume, Maria	\$1,257.32
12/15/2017	0066045	Bilotto, Eugene	\$826.08
12/15/2017	0000751	Bish, Sandra	\$217.68
12/15/2017	0003079	Bland, Pamela	\$351.41
12/15/2017	0000845	Bluemer, Judy	\$8,051.42
12/15/2017	0003082	Bondlow, Fred	\$342.84
12/15/2017	0000918	Bonin, Eileen	\$2,830.33
12/15/2017	0000757	Boodoosingh, Savitri	\$1,228.52
12/15/2017	0102219	Boyajian, Mark	\$275.36
12/15/2017	0076654	Bradley, Adam	\$1,454.04
12/15/2017	0157079	Brasher, Stephen	\$1,202.35
12/15/2017	0002984	Bridges, Maureen	\$1,733.62
12/15/2017	0000915	Bulat, Cheryl	\$6,449.69
12/15/2017	0184720	Buongiorno, Joseph	\$1,283.34
12/15/2017	0182499	Buongiorno, Mary	\$1,150.00
12/15/2017	0003095	Burns, David	\$360.20
12/15/2017	0156441	Campbell, Dana	\$719.92
12/15/2017	0184403	Campbell, Elbert	\$681.68
12/15/2017	0003098	Campos, Veronica	\$542.91
12/15/2017	0156655	Cappetta, Leilani	\$1,710.88
12/15/2017	0153590	Carroll, Don	\$1,291.79
12/15/2017	0000924	Casey, Craig	\$8,477.62
12/15/2017	0000829	Casey, Robert	\$5,701.92
12/15/2017	0002990	Castillo, Carolina	\$1,840.41
12/15/2017	0003193	Chang, Stephen	\$762.94
12/15/2017	0184815	Chiappetta, Joseph	\$3,039.13
12/15/2017	0002998	Chin, Dixon	\$702.82
12/15/2017	0002995	Choudhury, Parsa	\$228.49
12/15/2017	0000884	Cienfuegos, Lillian	\$2,411.79
12/15/2017	0181564	Cisco Jr, Taylor	\$478.69
12/15/2017	0003192	Cisneros, Sharon	\$1,420.75
12/15/2017	0000859	Clay, Oscar	\$250.00
12/15/2017	0094966	Clemente, Antonio	\$2,163.42
12/15/2017	0162406	Cline, Irina	\$2,000.00
12/15/2017	0007800	Corral, Iris	\$326.21
12/15/2017	0003191	Corte, Anthony	\$862.28

Morton College - Payroll Register - Period Ending December 15, 2017

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0002710	Cosimo, Franco	\$1,432.98
12/15/2017	0002933	Craig, Marilyn	\$1,003.11
12/15/2017	0000794	Crockett, Janet	\$5,203.98
12/15/2017	0037605	Cunat, Ronald	\$623.32
12/15/2017	0000843	Davidson, Jody	\$3,221.46
12/15/2017	0000790	De La Torre, Refugio	\$2,994.52
12/15/2017	0190883	Delgado, Sally	\$1,986.83
12/15/2017	0007911	De Loera, Ashley	\$8.52
12/15/2017	0000786	Demato, Michelle	\$262.10
12/15/2017	0182919	Denson, Ryan	\$759.78
12/15/2017	0003188	Dezynski, Patrice	\$405.15
12/15/2017	0000763	Diaz, Maria	\$1,898.42
12/15/2017	0160009	Dillinger, Benjamin	\$292.20
12/15/2017	0174955	Dominguez, Bianey	\$8.17
12/15/2017	0000917	Dominguez, Carlos	\$4,232.01
12/15/2017	0003185	Drew, John	\$1,419.89
12/15/2017	0170558	Drury, Benjamin	\$3,128.23
12/15/2017	0003184	Druska, John	\$648.36
12/15/2017	0000735	Duhon, Steven	\$3,487.50
12/15/2017	0003183	Dukes, Jackie	\$342.84
12/15/2017	0003181	Dutt, Eric	\$1,258.91
12/15/2017	0003180	Eaton, Barbara	\$1,674.20
12/15/2017	0005692	Enstrom, Elena	\$1,000.94
12/15/2017	0003004	Erkins, Mary	\$621.59
12/15/2017	0003179	Eshafi, Nouri	\$1,054.23
12/15/2017	0020621	Esposito, Marie	\$633.60
12/15/2017	0000828	Fabiyl, Edith	\$2,816.39
12/15/2017	0003208	Falbo, Lydia	\$4,140.00
12/15/2017	0003210	Farina, Peter	\$883.90
12/15/2017	0000814	Favela, Martha	\$2,175.54
12/15/2017	0000762	Fejt, George	\$4,538.00
12/15/2017	0000777	Felice, Susan	\$3,143.71
12/15/2017	0079155	Fields, Stanley	\$10,850.00
12/15/2017	0092824	Folkers, Jeff	\$1,597.46
12/15/2017	0162452	Foltz, Chris	\$311.66
12/15/2017	0160558	Fortier, Jr, George	\$983.32
12/15/2017	0003006	Fram, Harriet	\$1,142.80

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0165935	Franklin-Hammergren, Kirstin	\$341.92
12/15/2017	0160367	Freemon, Yolanda	\$3,472.04
12/15/2017	0000938	Gan, Xiaoling	\$3,611.71
12/15/2017	0003008	Garcia, Jose	\$1,599.92
12/15/2017	0000838	Garcia-Searle, Brenda	\$2,704.17
12/15/2017	0000879	Garza, Sylvia	\$2,628.16
12/15/2017	0170257	Gasca, Guillermo	\$2,236.13
12/15/2017	0000935	Gatyas, Kenton	\$5,658.19
12/15/2017	0000945	Gavin, Kerri	\$8.51
12/15/2017	0166876	Gaytan, Steven	\$275.36
12/15/2017	0000724	Gilligan, Brian	\$3,605.25
12/15/2017	0040272	Gilmartin, Beth	\$816.54
12/15/2017	0177513	Ginet, Lisa	\$99.73
12/15/2017	0000896	Ginley, Steven	\$3,777.18
12/15/2017	0156018	Glover, Brian	\$491.66
12/15/2017	0153917	Gniadek, Jamie	\$644.81
12/15/2017	0166181	Goings, Christina	\$18.98
12/15/2017	0003174	Gong, Michael	\$342.84
12/15/2017	0173329	Gonzalez, Sotero	\$478.69
12/15/2017	0157185	Grady, Myeisha	\$667.84
12/15/2017	0000932	Gramas, Margaret	\$5,668.58
12/15/2017	0190103	Granholm, Donald	\$299.18
12/15/2017	0189759	Green, Amy	\$2,693.36
12/15/2017	0000892	Grice, James	\$7,697.73
12/15/2017	0181258	Griffin, Courtney	\$12.48
12/15/2017	0000788	Gutierrez, Rosa	\$2,681.26
12/15/2017	0003105	Haffron, Dennis	\$730.34
12/15/2017	0003110	Halm, James	\$718.34
12/15/2017	0000805	Halmon, Jamie	\$2,846.50
12/15/2017	0003012	Halsey, Meg	\$1,005.66
12/15/2017	0177808	Harmon, Loretta	\$879.60
12/15/2017	0003113	Hauswald, Carol	\$352.83
12/15/2017	0165694	Helmus, Sara	\$3,898.29
12/15/2017	0111441	Hernandez, Jazmyne	\$7.48
12/15/2017	0173264	Hernandez Perez, Estefani	\$8.17
12/15/2017	0000841	Herrera, Michelle	\$2,641.58
12/15/2017	0159384	Herrmann, Julianne	\$3,459.28

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0002953	Hirsch, Maynard	\$762.09
12/15/2017	0000793	Hopkins, Margaret	\$3,400.50
12/15/2017	0003127	Hubacek, Scott	\$620.46
12/15/2017	0000922	Huff, Cheryl	\$528.59
12/15/2017	0002912	Imburgia, Joseph	\$1,035.21
12/15/2017	0061134	Iniquez, Jennifer	\$2,578.55
12/15/2017	0174916	Iniquez, Michael	\$1,255.15
12/15/2017	0176980	Jacklin, William	\$4,550.00
12/15/2017	0182036	Jaeschke, Megan	\$150.00
12/15/2017	0000876	Jaimes, Nydia	\$2,422.17
12/15/2017	0172999	Jaimes, Tanya	\$12.73
12/15/2017	0173034	James, Nadja	\$3,623.90
12/15/2017	0002876	Jaquez, Evelyn	\$2,025.83
12/15/2017	0107686	Jara, Blanca	\$2,421.88
12/15/2017	0003136	Jenkins, Anthony	\$711.99
12/15/2017	0000785	Johnson, Caroline	\$2,641.58
12/15/2017	0060105	Jonas, David	\$3,230.17
12/15/2017	0003148	Jones, Roshawn	\$606.55
12/15/2017	0190193	Jordan, Harrell	\$1,563.73
12/15/2017	0003017	Jundt, Gene	\$576.31
12/15/2017	0003021	Kamien, Linda	\$685.68
12/15/2017	0170840	Kanan, Martha	\$647.24
12/15/2017	0000773	Karas, Demetra	\$213.44
12/15/2017	0003153	Karasek, Robert	\$405.26
12/15/2017	0020803	Karlberg, Jeffrey	\$155.83
12/15/2017	0000870	Kasprowicz, Michael	\$4,727.32
12/15/2017	0190175	Kawal, Charles	\$286.71
12/15/2017	0003157	Kelikian, Toulia	\$4,706.43
12/15/2017	0106675	Khalifeh, Khalaf	\$510.81
12/15/2017	0165341	Klementzos, Jennifer	\$1,769.33
12/15/2017	0165951	Kloc, Marilyn	\$1,455.30
12/15/2017	0158400	Knickerbocker, Sharon	\$903.80
12/15/2017	0077801	Knowski, James	\$340.42
12/15/2017	0000004	Kott, Micheal	\$3,881.25
12/15/2017	0000021	Koutny, Linda	\$3,188.29
12/15/2017	0048364	Kowalski, Kristofer	\$491.66
12/15/2017	0000919	Krader, Geoffrey	\$5,507.11

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0002957	Kupec, Debra	\$2,284.77
12/15/2017	0107914	Labno, David	\$2,015.43
12/15/2017	0190331	Lambesis, Rebecca	\$907.28
12/15/2017	0184220	Lanciotti, David	\$314.33
12/15/2017	0000755	Lanciotti, Lawrence	\$3,987.82
12/15/2017	0003171	Lasorella, Dalanina	\$527.37
12/15/2017	0003023	Latham-Williams, Karen	\$1,005.66
12/15/2017	0000832	Latto, Tara	\$472.88
12/15/2017	0003176	Leven, Robert	\$285.83
12/15/2017	0184718	Lewis, Ann	\$1,150.00
12/15/2017	0190139	Li, Jiarong	\$797.82
12/15/2017	0000811	Lind, Carmen	\$5,716.60
12/15/2017	0000833	Litwicki, Mark	\$3,221.60
12/15/2017	0003139	Loomis, Tisha	\$3.40
12/15/2017	0002926	Lopez, Beda	\$313.74
12/15/2017	0060156	Lopez, Edwin	\$1,067.02
12/15/2017	0003025	Lopez, Flora	\$969.08
12/15/2017	0003094	Lopez, Noe	\$1,270.53
12/15/2017	0002037	LoPresti, Joseph	\$1,336.62
12/15/2017	0027824	Lorgus, Richard	\$652.42
12/15/2017	0003033	Lozano, Gloria	\$2,169.33
12/15/2017	0003026	Lubeck, Sarah	\$1,171.37
12/15/2017	0160597	Lubenkov, Paul	\$1,296.65
12/15/2017	0172876	Lundquist, Heidi	\$18.80
12/15/2017	0003100	Lyons, Kenneth	\$1,374.10
12/15/2017	0173996	Mallett, Klaudia	\$623.32
12/15/2017	0154317	Mangia, Vlasta	\$1,579.38
12/15/2017	0090401	Mantzakides, Thomas	\$2,236.13
12/15/2017	0037631	Marquez, Carlos	\$515.59
12/15/2017	0003027	Marquez, Maria	\$528.59
12/15/2017	0000822	Martinez, Blanca	\$2,091.83
12/15/2017	0168363	Martinez, Ernest	\$1,291.27
12/15/2017	0167581	Martinez Jr, Salvador	\$2,099.33
12/15/2017	0020545	Martinez, Pearl	\$598.37
12/15/2017	0000955	Martinez, Raul	\$2,667.63
12/15/2017	0183993	Martino, Shannon	\$973.17
12/15/2017	0000869	Marzullo, Frank	\$6,213.75

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0017224	Mata, Gabriela	\$1,760.75
12/15/2017	0003232	Mathelier, Lisa	\$1,005.66
12/15/2017	0003106	Matthews, Kay	\$1,028.52
12/15/2017	0156656	Mazzone, Dominick	\$550.72
12/15/2017	0003029	McCoy, C. James	\$528.59
12/15/2017	0000732	McFadden, James	\$2,033.15
12/15/2017	0000909	McGhee, Edward	\$2,486.77
12/15/2017	0002697	McLaughlin, Keith	\$7,391.67
12/15/2017	0003030	McManmon, Zoe	\$576.31
12/15/2017	0016851	Medina, Gabriel	\$471.16
12/15/2017	0007870	Mehmedagic, Selma	\$476.70
12/15/2017	0058948	Mendez, Charlotte	\$1,563.73
12/15/2017	0165577	Merchant, Linda	\$1,421.26
12/15/2017	0003123	Merritt, William	\$342.84
12/15/2017	0002885	Miculinic, Bonnie	\$1,070.46
12/15/2017	0177186	Miller, Jacquelyn	\$623.32
12/15/2017	0003032	Miral, Luis	\$685.68
12/15/2017	0170780	Miranda, Ashley	\$1,178.78
12/15/2017	0000769	Mohr, Michele	\$5,281.76
12/15/2017	0181768	Mollett, Melissa	\$3,331.41
12/15/2017	0159102	Montelongo, Jesus	\$8.97
12/15/2017	0002467	Montgomery, Jered	\$1,024.74
12/15/2017	0179082	Montolin, Olivia	\$2,121.17
12/15/2017	0002708	Montoro, Roger	\$2,470.32
12/15/2017	0054966	Montoro, Roger	\$1,212.36
12/15/2017	0000839	Moore, Linda	\$3,361.72
12/15/2017	0000816	Moravecek, Robert	\$1,039.86
12/15/2017	0155712	Moreno, Benjamin	\$1,296.66
12/15/2017	0076708	Moreno, Berta	\$299.18
12/15/2017	0003131	Moses, Calvin	\$360.20
12/15/2017	0187216	Moss, Neil	\$1,743.79
12/15/2017	0170685	Munoz, Erica	\$249.33
12/15/2017	0000856	Munoz, Hector	\$3,443.88
12/15/2017	0002935	Murphy, Martha	\$326.21
12/15/2017	0000862	Napoletano, Elizabeth	\$631.76
12/15/2017	0000910	Navarro, Rafael	\$1,799.08
12/15/2017	0000815	Nedza, Michael	\$6,217.19

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0111554	Nieves, Samantha	\$2,620.70
12/15/2017	0000807	Nungaray, Yadira	\$90.00
12/15/2017	0049422	Ocampo, Jose	\$1,342.05
12/15/2017	0003146	Ochoa-Galindo, Carmen	\$357.53
12/15/2017	0000928	O'Connell, James	\$3,132.96
12/15/2017	0081992	O'Halloran, Denis	\$311.66
12/15/2017	0189933	Olvera, Roberto	\$1,029.97
12/15/2017	0175547	Ortiz, Eugenia	\$8.58
12/15/2017	0000747	Paez, Elizabeth	\$3,249.40
12/15/2017	0003154	Palermo, Eileen	\$228.56
12/15/2017	0000951	Paneral, Beth	\$1,505.94
12/15/2017	0000778	Parise, Patricia	\$6,426.26
12/15/2017	0082070	Patterson, Jessica	\$336.60
12/15/2017	0002913	Pearson, Dennis	\$4,436.56
12/15/2017	0000820	Pencheva, Tsonka	\$4,931.28
12/15/2017	0007939	Perez, Armando	\$1,763.00
12/15/2017	0000863	Perez, Guadalupe	\$2,241.79
12/15/2017	0000950	Perez, Jaime	\$1,583.50
12/15/2017	0003036	Perez, Margarita	\$548.54
12/15/2017	0000776	Perez, Mireya	\$4,027.08
12/15/2017	0173007	Perez-Pietruszka, Evelyn	\$16.75
12/15/2017	0083410	Perez, Sonia	\$2,236.13
12/15/2017	0003160	Perusich, James	\$1,258.91
12/15/2017	0003038	Pettus, Exodus	\$1,101.23
12/15/2017	0003039	Phillips, Carol	\$548.54
12/15/2017	0177526	Pierce, Tommy	\$3,997.71
12/15/2017	0180195	Pipikios, Iwona	\$493.65
12/15/2017	0000752	Porod, Eric	\$5,389.54
12/15/2017	0000771	Potempa, John	\$4,535.42
12/15/2017	0007416	Pranger, Norbert	\$520.81
12/15/2017	0160605	Primm, Rebecca	\$3,113.09
12/15/2017	0000848	Pullia, Nicole	\$1,968.29
12/15/2017	0041753	Quiroga-Nevarez, Daiana	\$2,186.88
12/15/2017	0000743	Raigoza, Suzanna	\$3,018.28
12/15/2017	0188076	Ramirez, Aurelia	\$1,262.25
12/15/2017	0003041	Ramirez, Elaine	\$1,101.23
12/15/2017	0000889	Ramirez, Jose	\$2,238.60

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0162909	Rangel, Beatriz	\$6.60
12/15/2017	0168948	Ray, Anthony	\$5,391.58
12/15/2017	0000953	Raygoza, Liliana	\$1,743.83
12/15/2017	0156449	Raymond, Mary	\$4,901.52
12/15/2017	0000726	Reft, Jennifer	\$3,989.50
12/15/2017	0168949	Rein, Jack	\$523.90
12/15/2017	0000728	Resendiz, Rosalie	\$125.00
12/15/2017	0003168	Reynard, Michael	\$780.91
12/15/2017	0189140	Ridyard, Melissa	\$2,194.08
12/15/2017	0003172	Ritz, Jim	\$2,062.53
12/15/2017	0000872	Rivas, Angel	\$1,955.33
12/15/2017	0000795	Rivera, Doris	\$2,987.50
12/15/2017	0000925	Rivera, Juan	\$2,562.51
12/15/2017	0000748	Rodriguez, Diana	\$2,641.58
12/15/2017	0156404	Rodriguez Jr, Jesus	\$2,135.96
12/15/2017	0000900	Rodriguez, Yesel	\$305.52
12/15/2017	0003042	Rohl, Michael	\$668.73
12/15/2017	0000851	Roland, H.M. Joyce	\$840.82
12/15/2017	0191252	Roldan, Joseph	\$1,824.35
12/15/2017	0056628	Roman, Daniel	\$5,024.51
12/15/2017	0161489	Romero, Julian	\$1,428.94
12/15/2017	0165693	Romero Yuste, Maria	\$6,147.20
12/15/2017	0000741	Ross, Robert	\$2,026.47
12/15/2017	0000797	Ruiz, Ruben	\$3,945.63
12/15/2017	0000895	Rutka, Leonard	\$3,932.68
12/15/2017	0183877	Ruxton, Deborah	\$1,757.20
12/15/2017	0000852	Saibic, Joyce	\$300.00
12/15/2017	0000754	Sajatovic, Mark	\$2,541.21
12/15/2017	0005990	Salgado, Daniel	\$895.66
12/15/2017	0156479	Samplawski, Phyllis	\$311.66
12/15/2017	0007859	Sanatore-Shanahan, Joann	\$916.27
12/15/2017	0058030	Sanchez, Alberto	\$413.04
12/15/2017	0000907	Sanchez, Luis	\$5,515.23
12/15/2017	0003044	Sanchez, Pedro	\$702.82
12/15/2017	0003018	Sandoval, Jamie	\$829.32
12/15/2017	0162444	Sanei, Maxwell	\$207.77
12/15/2017	0082829	Sarabia, Angel	\$275.36

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0000737	Sarther, Diane	\$5,851.01
12/15/2017	0003149	Sasseti, James	\$685.68
12/15/2017	0000921	Scatchell, Candyce	\$3,504.54
12/15/2017	0003134	Schmidt, Joseph	\$625.39
12/15/2017	0000898	Schmitt, Robert	\$4,733.21
12/15/2017	0000860	Schoepf, Cheryl	\$2,838.00
12/15/2017	0160546	Schrey, Courtney	\$616.04
12/15/2017	0000857	Schultz, Charmayne	\$400.00
12/15/2017	0002963	Schultz, Marcia	\$1,808.51
12/15/2017	0002668	Sedaie, Behrooz	\$4,433.06
12/15/2017	0189751	Selvaggio, Nicole	\$538.53
12/15/2017	0000731	Seo, Kymberly	\$4,493.17
12/15/2017	0000861	Seropian, Daniel	\$1,383.12
12/15/2017	0000772	Shamoon, Zaya	\$209.87
12/15/2017	0002709	Shouba, Derek	\$5,044.29
12/15/2017	0187150	Singleton, Beverly	\$9.40
12/15/2017	0003089	Sleeth, Bradley	\$4,196.85
12/15/2017	0121377	Smith, Daniel	\$688.40
12/15/2017	0003170	Smith, Duane	\$1,611.61
12/15/2017	0003165	Smith-Irwa, Pamela	\$1,674.20
12/15/2017	0181260	Smith, Jeanine	\$1,412.94
12/15/2017	0000789	Smith, Maria	\$2,057.00
12/15/2017	0190578	Solarski, Lauren	\$227.95
12/15/2017	0000939	Sonnier, Celeste	\$3,432.56
12/15/2017	0000842	Soto, Marlene	\$2,391.76
12/15/2017	0000882	Soto, Martin	\$3,437.88
12/15/2017	0125437	Soto, Yasna	\$1,380.29
12/15/2017	0000943	Spaniol, Scott	\$3,938.95
12/15/2017	0003155	Spoleti, Thomas	\$1,025.60
12/15/2017	0034460	Stanevicius, Ramona	\$1,455.30
12/15/2017	0160304	Stanukinas, Melissa	\$306.56
12/15/2017	0182711	Steadman, Michael	\$1,182.76
12/15/2017	0184165	Stefanski, Eric	\$356.62
12/15/2017	0003147	Steik, Philip	\$652.42
12/15/2017	0000759	Steinhaus, Julie	\$216.80
12/15/2017	0005838	Steinz, Margaret	\$2,652.16
12/15/2017	0007897	Stella, Leslie	\$1,170.39

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0003141	Stevens, Jane	\$651.40
12/15/2017	0003137	Stewart, Constance	\$925.21
12/15/2017	0176470	Stewart, Tiffany	\$418.94
12/15/2017	0099337	Stillo, Louis	\$206.52
12/15/2017	0000792	Streuly, Russell	\$125.00
12/15/2017	0000761	Styer, Audrey	\$6,488.77
12/15/2017	0190101	Sulack, Alexandra	\$333.94
12/15/2017	0003130	Sun, Yizhong	\$342.72
12/15/2017	0189488	Swint, Ashley	\$299.18
12/15/2017	0000897	Sykora, Donald	\$4,508.81
12/15/2017	0156444	Talwar, Sundeep	\$591.38
12/15/2017	0154190	Taylor, Kimberly	\$1,106.02
12/15/2017	0161138	Tejeda, Erika	\$2,916.67
12/15/2017	0159232	Thelemaque, Cristina	\$1,316.64
12/15/2017	0007863	Thomas, Paul	\$4.46
12/15/2017	0003048	Tito, Frank	\$562.25
12/15/2017	0000738	Torres, Gina	\$2,811.67
12/15/2017	0160493	Traver, David	\$623.32
12/15/2017	0003051	Trevino-Garcia, Linda	\$685.68
12/15/2017	0177705	Truly, Donald	\$207.38
12/15/2017	0000914	Tupa, Aline	\$2,136.43
12/15/2017	0002931	Turner, Jocelyn	\$1,761.53
12/15/2017	0000913	Twomey, John	\$206.86
12/15/2017	0000019	Ulbrich, Scott	\$2,923.92
12/15/2017	0003055	Ulit, Enriqueta	\$1,740.73
12/15/2017	0003107	Vacek, Sarah	\$1,028.52
12/15/2017	0003057	Valeriano, Joann	\$608.93
12/15/2017	0000886	Vargas, Maria	\$2,665.29
12/15/2017	0000796	Vazquez, Luis	\$739.60
12/15/2017	0000823	Vega, Alfonso	\$1,856.81
12/15/2017	0166301	Vega-Huezo, Wendy	\$3,097.50
12/15/2017	0000808	Velazquez, Marisol	\$4,063.54
12/15/2017	0186906	Visvardis, Nick	\$34.42
12/15/2017	0152888	Voight, William	\$311.66
12/15/2017	0000868	Walley, Cynthia	\$4,126.69
12/15/2017	0000817	Walsh, Cheryl	\$31.46
12/15/2017	0013245	Warren, John	\$3,283.48

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Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
12/15/2017	0000803	Wedge, Frances	\$3,866.00
12/15/2017	0000758	Weinstein, Thomas	\$2,467.83
12/15/2017	0191249	Westlove, Michael	\$628.66
12/15/2017	0153749	White, Rhonda	\$767.45
12/15/2017	0160501	Willit, James	\$616.04
12/15/2017	0190102	Windham, Brandie	\$2,314.27
12/15/2017	0003059	Winningham, Susan	\$685.68
12/15/2017	0189580	Winters, Jacob	\$505.50
12/15/2017	0000767	Wolff, Michael	\$147.92
12/15/2017	0000736	Wood, Robert	\$4,934.22
12/15/2017	0133829	Yaghoubi, Poupak	\$683.16
12/15/2017	0000942	Yanez, Rodolfo	\$2,323.13
12/15/2017	0170839	Young, Cynthia	\$916.27
12/15/2017	0187151	Young-Stephens, Meaghan	\$15.60
12/15/2017	0003061	Zabransky, Angela	\$418.32
12/15/2017	0003091	Zeni, Wendy	\$342.84
12/15/2017	0003086	Zick, Jennifer	\$342.84
12/15/2017	0000813	Zukauskas, Karolis	\$5,927.90
12/15/2017	0000883	Zych, Antoinette	\$3,952.04

Total \$762,532.79

Del Galdo Law Group, LLC
Attorneys & Counselors

1441 S. Harlem Avenue
Berwyn, Illinois 60402
Phone 708-222-7000 Fax 708-222-7001

December 31, 2017

V97378

Re: Statement for Professional Services

Morton Community College District #527
3801 S. Central Avenue
Cicero, IL 60804

Morton Community College District #527
December 1, 2017 - December 31, 2017

Tax I.D. 26-0205380
Invoice # 20304

Dear Dr. Fields:

B2215

In accordance with our Letter of Agreement, the following is the Del Galdo Law Group, LLC billing statement for services rendered to you as your attorney. This statement represents all time devoted by the firm for your matters for which we have not received payment (except where such work has been performed but not yet invoiced).

STATEMENT FOR SERVICES

PREVIOUS BALANCE	\$14,080.00
CURRENT FEES	\$14,960.00
CURRENT EXPENSES	\$0.00
TOTAL CURRENT FEES AND EXPENSES	\$14,960.00
TOTAL AMOUNT OF CURRENT STATEMENT	\$14,960.00

TOTAL DUE THIS INVOICE:	\$14,960.00
TOTAL FOR PREVIOUS BALANCE:	\$14,080.00
LESS PAYMENTS AND ADJUSTMENTS:	(\$14,080.00)
TOTAL BALANCE DUE:	\$14,960.00

Invoiced Approved

JAN 12 2018

BY

PAID
CK. NO. 70045
DATE 1/12/18

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ACCOUNTS PAYABLE CHECK REGISTER
Period 12/01/2017 - 12/31/2017

Page 1

Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0069629	12/01/17	Recon	0155876	20-20 Technologies Comme	V0095827	11/27/17		650.00		650.00
								650.00		650.00
0069630	12/01/17	Recon	0002694	AACC	V0095836	11/28/17		6,069.00		6,069.00
								6,069.00		6,069.00
0069631	12/01/17	Recon	0169286	AKV Ketech Piano Service	V0095918	11/29/17		80.00		80.00
								80.00		80.00
0069632	12/01/17	Recon	0084214	Melissa K. Anderson	V0095574	11/15/17		160.00		160.00
								160.00		160.00
0069633	12/01/17	Recon	0084214	Melissa K. Anderson	V0095576	11/15/17		160.00		160.00
								160.00		160.00
0069634	12/01/17	Recon	0084214	Melissa K. Anderson	V0095577	11/15/17		160.00		160.00
								160.00		160.00
0069635	12/01/17	Recon	0084214	Melissa K. Anderson	V0095578	11/15/17		160.00		160.00
								160.00		160.00
0069636	12/01/17	Recon	0084214	Melissa K. Anderson	V0095579	11/15/17		160.00		160.00
								160.00		160.00
0069637	12/01/17	Recon	0187093	Brian Ashley	V0095881	11/29/17		130.00		130.00
								130.00		130.00
0069638	12/01/17	Recon	0000845	Ms. Judy Bluemer	V0095684	11/21/17		36.00		36.00
								36.00		36.00
0069639	12/01/17	Recon	0191820	Grant Bowen	V0095879	11/29/17		130.00		130.00
								130.00		130.00
0069640	12/01/17	Recon	0166207	BSA	V0095651	11/16/17		2,272.32		2,272.32
								2,272.32		2,272.32
0069641	12/01/17	Recon	0156325	Cambridge Business Publi	V0095857	11/28/17		4,460.00		4,460.00
								4,460.00		4,460.00

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0069642	12/01/17	Recon	0156655	Ms Leilani J. Cappetta	V0095814	11/27/17		134.73		134.73
								134.73		134.73
0069643	12/01/17	Recon	0089361	Mr. Nestor C. Carrillo	V0095893	11/29/17		270.00		270.00
								270.00		270.00
0069644	12/01/17	Recon	0001322	Mau Cason	V0095876	11/29/17		130.00		130.00
								130.00		130.00
0069645	12/01/17	Recon	0007998	Cassidy Tire & Service	V0095757	11/22/17		559.65		559.65
								559.65		559.65
0069646	12/01/17	Recon	0001107	Centerpoint Energy Srvcs	V0095743	11/21/17		5,660.22		5,660.22
								5,660.22		5,660.22
0069647	12/01/17	Recon	0175162	CILC	V0095826	11/27/17		135.00		135.00
								135.00		135.00
0069648	12/01/17	Recon	0003325	Candice R. Daniel	V0095880	11/29/17		130.00		130.00
								130.00		130.00
0069649	12/01/17	Recon	0003040	Ms Julia T. Delarosa	V0095832	11/28/17		203.00		203.00
								203.00		203.00
0069650	12/01/17	Recon	0001469	Diamond Graphics	V0095753	11/21/17		7,868.25		7,868.25
								7,868.25		7,868.25
0069651	12/01/17	Recon	0000762	Mr. George F. Fejt	V0095889	11/29/17		180.00		180.00
								180.00		180.00
0069652	12/01/17	Recon	0156695	Thomas G. Fuller	V0095885	11/29/17		130.00		130.00
								130.00		130.00
0069653	12/01/17	Recon	0002786	Adolfo Garcia	V0095810	11/27/17		190.00		190.00
								190.00		190.00
0069654	12/01/17	Recon	0000724	Dr. Brian R. Gilligan	V0095866	11/28/17		49.95		49.95

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
					V0095867	11/28/17		225.00		225.00
								274.95		274.95
0069655	12/01/17	Recon	0001644	Government Finance Offic	V0095873	11/28/17		435.00		435.00
								435.00		435.00
0069656	12/01/17	Recon	0179768	David Hamill	V0095878	11/29/17		130.00		130.00
								130.00		130.00
0069657	12/01/17	Recon	0001626	Healthcare Service Corpo	V0095944	11/29/17		160,207.47		160,207.47
								160,207.47		160,207.47
0069658	12/01/17	Recon	0001666	Herbkoe Fun Foods	V0092615	09/18/17		738.00		738.00
								738.00		738.00
0069659	12/01/17	Recon	0158909	Holy Cross Hospital	V0095663	11/17/17		1,344.00		1,344.00
								1,344.00		1,344.00
0069660	12/01/17	Recon	0003326	Mark G. Horton	V0095883	11/29/17		130.00		130.00
								130.00		130.00
0069661	12/01/17	Recon	0001074	Iroquois Products	V0095895	11/29/17		191.92		191.92
								191.92		191.92
0069662	12/01/17	Outst	0162057	Johnny J. Jackson	V0095884	11/29/17		130.00		130.00
								130.00		130.00
0069663	12/01/17	Recon	0001365	Bill Jones	V0095887	11/29/17		130.00		130.00
								130.00		130.00
0069664	12/01/17	Recon	0155860	Chrisjones LLC	V0090860	09/06/17		2,000.00		2,000.00
								2,000.00		2,000.00
0069665	12/01/17	Recon	0003157	Mrs. Toulia D. Kelikian	V0095819	11/27/17		50.00		50.00
								50.00		50.00
0069666	12/01/17	Recon	0003159	Carol R. Kidston	V0095831	11/28/17		683.97		683.97
								683.97		683.97

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0069667	12/01/17	Recon	0001226	Raymond W Konrath	V0095890	11/29/17		270.00		270.00
								270.00		270.00
0069668	12/01/17	Recon	0001351	The Lawndale Newspaper	V0095820	11/27/17		450.00		450.00
					V0095821	11/27/17		450.00		450.00
					V0095822	11/27/17		450.00		450.00
								1,350.00		1,350.00
0069669	12/01/17	Recon	0001718	Literacy Works	V0095754	11/21/17		275.00		275.00
								275.00		275.00
0069670	12/01/17	Recon	0002391	McCarthy Ford of North R	V0095750	11/21/17		36.95		36.95
					V0095751	11/21/17		40.08		40.08
								77.03		77.03
0069671	12/01/17	Recon	0187216	Mr. Neil Moss	V0095888	11/29/17		180.00		180.00
								180.00		180.00
0069672	12/01/17	Recon	0001111	Nebraska Book Co	V0095897	11/29/17		2.97		2.97
								2.97		2.97
0069673	12/01/17	Recon	0191190	Pace Systems Inc	V0095807	11/27/17		291.16		291.16
								291.16		291.16
0069674	12/01/17	Recon	0002406	Paisans Pizza	V0095650	11/16/17		188.70		188.70
					V0095744	11/21/17		57.86		57.86
					V0095808	11/27/17		106.50		106.50
					V0095839	11/28/17		85.72		85.72
					V0095840	11/28/17		167.71		167.71
					V0095869	11/28/17		110.00		110.00
								716.49		716.49
0069675	12/01/17	Recon	0187949	Public Safety Direct	V0095817	11/27/17		740.99		740.99
					V0095818	11/27/17		500.00		500.00
								1,240.99		1,240.99
0069676	12/01/17	Recon	0186516	Patrick Rock	V0095886	11/29/17		130.00		130.00
								130.00		130.00

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0069677	12/01/17	Recon	0190926	Aaron Rolle	V0094486	10/17/17		200.00		200.00
								200.00		200.00
0069678	12/01/17	Recon	0190926	Aaron Rolle	V0094487	10/17/17		200.00		200.00
								200.00		200.00
0069679	12/01/17	Recon	0190926	Aaron Rolle	V0094489	10/17/17		200.00		200.00
								200.00		200.00
0069680	12/01/17	Recon	0165693	Dr. Maria Romero Yuste	V0095800	11/22/17		465.00		465.00
								465.00		465.00
0069681	12/01/17	Recon	0172977	Lloyd E. Schreiner	V0095882	11/29/17		130.00		130.00
								130.00		130.00
0069682	12/01/17	Recon	0002709	Mr. Derek C. Shouba	V0095868	11/28/17		180.00		180.00
								180.00		180.00
0069683	12/01/17	Recon	0001155	Six Flags Great America	V0095813	11/27/17		5,520.00		5,520.00
								5,520.00		5,520.00
0069684	12/01/17	Outst	0002396	John Szafraniec	V0095877	11/29/17		130.00		130.00
								130.00		130.00
0069685	12/01/17	Recon	0159550	Tactical Training and Fi	V0095816	11/27/17		700.00		700.00
								700.00		700.00
0069686	12/01/17	Recon	0000019	Mr. Scott E. Ulbrich	V0095892	11/29/17		240.00		240.00
								240.00		240.00
0069687	12/01/17	Recon	0001175	UPS	V0095411	11/13/17		10.96		10.96
								10.96		10.96
0069688	12/01/17	Recon	0000974	Verizon Wireless	V0095842	11/28/17		162.53		162.53
								162.53		162.53
0069689	12/01/17	Recon	0002314	Victory Media Group LTD	V0095846	11/28/17		7,500.00		7,500.00
								7,500.00		7,500.00

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0069690	12/01/17	Recon	0001327	Vision Service Plan	V0095875	11/29/17		1,702.42		1,702.42
								1,702.42		1,702.42
0069691	12/01/17	Recon	0002385	Vistar Corporation	V0095870	11/28/17		476.08		476.08
								476.08		476.08
0069692	12/01/17	Recon	0189580	Mr. Jacob A. Winters	V0095874	11/28/17		468.85		468.85
								468.85		468.85
0069705	12/01/17	Recon	0191845	Metropolitan Alliance of	V0095977	12/01/17		354.00		354.00
								354.00		354.00
0069706	12/08/17	Recon	0190089	3OE Solutions	V0096141	12/07/17		3,500.00		3,500.00
								3,500.00		3,500.00
0069707	12/08/17	Recon	0003275	Frank J. Aguilar	V0070007	12/16/15		134.00		134.00
								134.00		134.00
0069708	12/08/17	Recon	0000835	Ms Sandra Alcala	V0096013	12/04/17		375.00		375.00
								375.00		375.00
0069709	12/08/17	Recon	0175113	Algor Plumbing	V0095755	11/22/17		550.00		550.00
					V0095981	12/01/17		631.43		631.43
					V0095983	12/01/17		393.31		393.31
								1,574.74		1,574.74
0069710	12/08/17	Recon	0171175	Alvin & Co. Inc.	V0096040	12/05/17		74.31		74.31
								74.31		74.31
0069711	12/08/17	Recon	0000971	American Red Cross	V0096047	12/05/17		40.98		40.98
								40.98		40.98
0069712	12/08/17	Recon	0084214	Melissa K. Anderson	V0086438	03/09/17		20.07		20.07
								20.07		20.07
0069713	12/08/17	Recon	0001490	Arc One Electric	V0095978	12/01/17		448.00		448.00
					V0095984	12/01/17		991.00		991.00
								1,439.00		1,439.00

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0069714	12/08/17	Recon	0000973	AT&T	V0096050	12/05/17		483.28		483.28
								483.28		483.28
0069715	12/08/17	Recon	0000830	Ms. Maria V. Berthiaume	V0096144	12/07/17		210.00		210.00
								210.00		210.00
0069716	12/08/17	Recon	0187218	Berwyn North Dist 98	V0096049	12/05/17		22,600.37		22,600.37
								22,600.37		22,600.37
0069717	12/08/17	Recon	0186508	Berwyn South School Dist	V0096038	12/05/17		24,183.96		24,183.96
								24,183.96		24,183.96
0069718	12/08/17	Recon	0191762	Nadia Bibbs	V0096007	12/02/17		130.00		130.00
								130.00		130.00
0069719	12/08/17	Recon	0000845	Ms. Judy Bluemer	V0096021	12/05/17		43.19		43.19
								43.19		43.19
0069720	12/08/17	Recon	0000995	Bureau Water/Sewer Town	V0096015	12/05/17		1,270.96		1,270.96
					V0096016	12/05/17		1,859.53		1,859.53
					V0096017	12/05/17		189.28		189.28
					V0096018	12/05/17		189.28		189.28
					V0096019	12/05/17		189.28		189.28
					V0096020	12/05/17		189.28		189.28
								3,887.61		3,887.61
0069721	12/08/17	Recon	0165533	Campus Spa	V0095993	12/02/17		2,250.00		2,250.00
								2,250.00		2,250.00
0069722	12/08/17	Recon	0001810	Central Lawn Sprinklers	V0095823	11/27/17		680.00		680.00
					V0095824	11/27/17		680.00		680.00
					V0095825	11/27/17		750.00		750.00
								2,110.00		2,110.00
0069723	12/08/17	Recon	0169670	Chicago Office Products,	V0096036	12/05/17		154.23		154.23
								154.23		154.23
0069724	12/08/17	Recon	0176750	ComputerWorks of Chicago	V0095872	11/28/17		1,548.00		1,548.00
								1,548.00		1,548.00

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0069725	12/08/17	Recon	0001692	CurriQunet	V0096044	12/05/17		9,630.00		9,630.00
								9,630.00		9,630.00
0069726	12/08/17	Recon	0001711	Demonica Kemper Architec	V0088358	06/07/17		630.00		630.00
								630.00		630.00
0069727	12/08/17	Recon	0001469	Diamond Graphics	V0095955	11/30/17		9,557.00		9,557.00
					V0096008	12/02/17		125.00		125.00
								9,682.00		9,682.00
0069728	12/08/17	Recon	0001240	Enterprise Rent-A-Car	V0095927	11/29/17		508.09		508.09
								508.09		508.09
0069729	12/08/17	Recon	0001791	Filter Services Inc	V0095985	12/01/17		2,883.00		2,883.00
					V0095986	12/01/17		248.00		248.00
					V0095987	12/01/17		91.00		91.00
								3,222.00		3,222.00
0069730	12/08/17	Recon	0092824	Mr. Jeff R. Folkers	V0096066	12/06/17		314.53		314.53
								314.53		314.53
0069731	12/08/17	Recon	0007936	Ford Motor Company	V0095964	11/30/17		1,950.00		1,950.00
								1,950.00		1,950.00
0069732	12/08/17	Outst	0001037	Fox Valley Fire & Safety	V0095973	12/01/17		115.00		115.00
					V0095974	12/01/17		501.00		501.00
					V0095975	12/01/17		132.00		132.00
					V0095976	12/01/17		264.00		264.00
								1,012.00		1,012.00
0069733	12/08/17	Recon	0000838	Mrs. Brenda M. Garcia-Se	V0096084	12/06/17		375.00		375.00
								375.00		375.00
0069734	12/08/17	Recon	0000932	Dr. Margaret E. Gramas	V0086666	03/20/17		464.50		464.50
								464.50		464.50
0069735	12/08/17	Recon	0189759	Mrs. Amy Green	V0095809	11/27/17		317.96		317.96
								317.96		317.96

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0069736	12/08/17	Recon	0000805	Ms Jamie M. Halmon	V0076161	06/08/16		14.99		14.99
								14.99		14.99
0069737	12/08/17	Recon	0158400	Ms Sharon Knickerbocker	V0096086	12/06/17		476.81		476.81
								476.81		476.81
0069738	12/08/17	Recon	0185459	Jay Kvasnicka	V0095998	12/02/17		130.00		130.00
								130.00		130.00
0069739	12/08/17	Recon	0181730	Lakeview Bus Lines	V0095970	12/01/17		232.89		232.89
								232.89		232.89
0069740	12/08/17	Recon	0000755	Mr. Lawrence A. Lanciott	V0095999	12/02/17		888.77		888.77
					V0096000	12/02/17		425.69		425.69
					V0096001	12/02/17		439.92		439.92
					V0096002	12/02/17		370.42		370.42
					V0096003	12/02/17		7.50		7.50
								2,132.30		2,132.30
0069741	12/08/17	Recon	0003311	David Laning	V0095996	12/02/17		130.00		130.00
								130.00		130.00
0069742	12/08/17	Recon	0002391	McCarthy Ford of North R	V0095972	12/01/17		90.00		90.00
								90.00		90.00
0069743	12/08/17	Recon	0166826	Derrick McCullough	V0096005	12/02/17		130.00		130.00
								130.00		130.00
0069744	12/08/17	Recon	0001763	Mecor, Inc.	V0095988	12/01/17		127.50		127.50
					V0096009	12/04/17		254.74		254.74
								382.24		382.24
0069745	12/08/17	Recon	0191916	MicroTech Microscope Sal	V0095990	12/01/17		370.50		370.50
								370.50		370.50
0069746	12/08/17	Recon	0001093	MIDCO Inc	V0095989	12/01/17		1,877.12		1,877.12
								1,877.12		1,877.12
0069747	12/08/17	Recon	0155986	Mr. Gabriel J. Negrete	V0095994	12/02/17		30.00		30.00

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								30.00		30.00
0069748	12/08/17	Recon	0002406	Paisans Pizza	V0095965	11/30/17		1,008.00		1,008.00
					V0095966	11/30/17		95.00		95.00
					V0095967	11/30/17		408.00		408.00
					V0095968	12/01/17		300.00		300.00
								1,811.00		1,811.00
0069749	12/08/17	Recon	0002913	Dr. Dennis M. Pearson	V0096043	12/05/17		37.46		37.46
								37.46		37.46
0069750	12/08/17	Recon	0001355	Pearson Higher Education	V0096041	12/05/17		619.50		619.50
					V0096116	12/06/17		254.25-		-254.25
					V0096117	12/06/17		266.40-		-266.40
								98.85		98.85
0069751	12/08/17	Recon	0007770	Joseph Ponsetto	V0095997	12/02/17		130.00		130.00
								130.00		130.00
0069752	12/08/17	Recon	0172704	Radon Detection	V0095992	12/01/17		650.00		650.00
								650.00		650.00
0069753	12/08/17	Recon	0156449	Dr. Mary L. Raymond	V0096113	12/06/17		228.60		228.60
								228.60		228.60
0069754	12/08/17	Recon	0001831	Ritz and Associates Inc	V0095963	11/30/17		1,365.00		1,365.00
								1,365.00		1,365.00
0069755	12/08/17	Outst	0002709	Mr. Derek C. Shouba	V0079380	09/07/16		106.03		106.03
								106.03		106.03
0069756	12/08/17	Recon	0002889	Suburban Door Check & Lo	V0095979	12/01/17		584.00		584.00
					V0095991	12/01/17		1,569.00		1,569.00
					V0096010	12/04/17		49.00		49.00
								2,202.00		2,202.00
0069757	12/08/17	Recon	0167490	Tripoli Painting	V0096039	12/05/17		2,245.00		2,245.00
					V0096046	12/05/17		2,245.00		2,245.00
								4,490.00		4,490.00

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0069758	12/08/17	Recon	0007918	Leonard J. Turnbull	V0096006	12/02/17		130.00		130.00
								130.00		130.00
0069759	12/08/17	Recon	0001390	Unum Life Ins Co of Amer	V0096119	12/06/17		383.80		383.80
								383.80		383.80
0069760	12/08/17	Recon	0001175	UPS	V0096042	12/05/17		42.62		42.62
								42.62		42.62
0069761	12/08/17	Recon	0001824	Waukegan Roofing Co., In	V0095980	12/01/17		1,325.00		1,325.00
								1,325.00		1,325.00
0069762	12/08/17	Recon	0000736	Mr. Robert D. Wood	V0095947	11/30/17		233.49		233.49
								233.49		233.49
0070312	12/15/17	Outst	0182591	Airport Electric	V0096145	12/07/17		1,020.00		1,020.00
					V0096147	12/07/17		318.75		318.75
								1,338.75		1,338.75
0070313	12/15/17	Recon	0000809	Mr. Hernan Alonso	V0096862	12/12/17		356.49		356.49
								356.49		356.49
0070314	12/15/17	Recon	0105397	Alejandro Alvarez	V0074668	04/26/16		50.00		50.00
								50.00		50.00
0070315	12/15/17	Recon	0173659	Mr. Scott Anderson	V0096187	12/08/17		130.00		130.00
								130.00		130.00
0070316	12/15/17	Recon	0001490	Arc One Electric	V0096142	12/07/17		2,887.00		2,887.00
								2,887.00		2,887.00
0070317	12/15/17	Recon	0001953	AT&T Mobility	V0096850	12/11/17		137.15		137.15
								137.15		137.15
0070318	12/15/17	Recon	0001272	Bcb Grp DbA Batteries Pl	V0096149	12/07/17		288.00		288.00
								288.00		288.00
0070319	12/15/17	Recon	0001571	Books of Discovery	V0096857	12/11/17		1,005.36		1,005.36

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								1,005.36		1,005.36
0070320	12/15/17	Recon	0002984	Ms Maureen A. Bridges	V0096945	12/13/17		43.87		43.87
								43.87		43.87
0070321	12/15/17	Recon	0153070	BVT Publishing	V0096855	12/11/17		2,350.27		2,350.27
								2,350.27		2,350.27
0070322	12/15/17	Recon	0166674	CALLONE	V0096853	12/11/17		2,789.56		2,789.56
								2,789.56		2,789.56
0070323	12/15/17	Recon	0001075	Cengage Learning	V0096856	12/11/17		2,655.52		2,655.52
					V0096874	12/12/17		4,006.40		4,006.40
					V0096886	12/13/17		218.25-		-218.25
					V0096887	12/13/17		675.00-		-675.00
					V0096888	12/13/17		165.00-		-165.00
					V0096889	12/13/17		900.00-		-900.00
								4,703.67		4,703.67
0070324	12/15/17	Recon	0169704	Jesus Cerrillo	V0069902	12/14/15		1,422.00		1,422.00
								1,422.00		1,422.00
0070325	12/15/17	Recon	0192095	Chicago Chinatown Chambe	V0096194	12/11/17		250.00		250.00
								250.00		250.00
0070326	12/15/17	Recon	0001713	Cicero Landscape Inc.	V0096146	12/07/17		1,800.00		1,800.00
								1,800.00		1,800.00
0070327	12/15/17	Recon	0162406	Mrs. Irina V. Cline	V0096934	12/13/17		230.24		230.24
								230.24		230.24
0070328	12/15/17	Recon	0182245	The College Agency, LLC	V0096884	12/12/17		2,200.00		2,200.00
								2,200.00		2,200.00
0070329	12/15/17	Recon	0001223	Dahlstrom & Company, Inc	V0096877	12/12/17		42.24		42.24
								42.24		42.24
0070330	12/15/17	Recon	0190883	Ms. Sally Delgado	V0096139	12/06/17		119.31		119.31
								119.31		119.31

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0070331	12/15/17	Recon	0001536	Elsevier	V0096871	12/12/17		874.27		874.27
					V0096922	12/13/17		1,700.86		1,700.86
								2,575.13		2,575.13
0070332	12/15/17	Recon	0001225	Ken Falkner	V0096185	12/08/17		130.00		130.00
								130.00		130.00
0070333	12/15/17	Recon	0000762	Mr. George F. Fejt	V0096189	12/08/17		30.00		30.00
					V0096859	12/12/17		73.83		73.83
								103.83		103.83
0070334	12/15/17	Recon	0001035	Follett Higher Education	V0096138	12/06/17		1,343.56		1,343.56
								1,343.56		1,343.56
0070335	12/15/17	Recon	0170244	Jonathan S. Gomez	V0096885	12/12/17		275.00		275.00
								275.00		275.00
0070336	12/15/17	Recon	0001423	Great Books Foundation	V0096881	12/12/17		146.45		146.45
								146.45		146.45
0070337	12/15/17	Recon	0156060	Hawthorne Park District	V0096919	12/13/17		4,600.00		4,600.00
								4,600.00		4,600.00
0070338	12/15/17	Recon	0001311	Heinemann Educ Books	V0096879	12/12/17		201.10		201.10
								201.10		201.10
0070339	12/15/17	Recon	0001846	Steven Honacki	V0096916	12/13/17		130.00		130.00
								130.00		130.00
0070340	12/15/17	Recon	0001104	INDICO	V0096878	12/12/17		12.15		12.15
								12.15		12.15
0070341	12/15/17	Recon	0061134	Mrs. Jennifer R. Iniquez	V0096175	12/07/17		85.00		85.00
								85.00		85.00
0070342	12/15/17	Recon	0001468	John Wiley & Sons, Inc.	V0096904	12/13/17		3,863.00		3,863.00
								3,863.00		3,863.00

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0070343	12/15/17	Recon	0001365	Bill Jones	V0069768	12/10/15		115.00		115.00
								115.00		115.00
0070344	12/15/17	Recon	0191340	Kevin Mack Hunter Servic	V0096014	12/05/17		209.00		209.00
								209.00		209.00
0070345	12/15/17	Recon	0185459	Jay Kvasnicka	V0096918	12/13/17		130.00		130.00
								130.00		130.00
0070346	12/15/17	Outst	0162911	Ryan Kvasnicka	V0096917	12/13/17		130.00		130.00
								130.00		130.00
0070347	12/15/17	Recon	0000755	Mr. Lawrence A. Lanciott	V0096004	12/02/17		1,925.52		1,925.52
					V0096108	12/06/17		3,086.55		3,086.55
					V0096140	12/07/17		823.08		823.08
								5,835.15		5,835.15
0070348	12/15/17	Recon	0003025	Ms Flora E. Lopez	V0096172	12/07/17		35.15		35.15
								35.15		35.15
0070349	12/15/17	Recon	0003232	Ms. Lisa A. Mathelier	V0096174	12/07/17		70.30		70.30
								70.30		70.30
0070350	12/15/17	Recon	0001089	McGraw-Hill Global Educa	V0096852	12/11/17		33,966.00		33,966.00
								33,966.00		33,966.00
0070351	12/15/17	Recon	0001763	Mecor, Inc.	V0096921	12/13/17		620.18		620.18
								620.18		620.18
0070352	12/15/17	Recon	0001095	Missouri Book Service	V0096052	12/05/17		8,762.81		8,762.81
					V0096880	12/12/17		125.00		125.00
								8,887.81		8,887.81
0070353	12/15/17	Recon	0161373	Kenneth Moreland	V0096186	12/08/17		130.00		130.00
								130.00		130.00
0070354	12/15/17	Recon	0001357	MPS	V0096902	12/13/17		92.29		92.29
								92.29		92.29

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0070355	12/15/17	Recon	0001111	Nebraska Book Co	V0096858	12/11/17		14,304.89		14,304.89
					V0096965	12/14/17		314.90-		-314.90
								13,989.99		13,989.99
0070356	12/15/17	Recon	0000815	Mr. Michael R. Nedza	V0096012	12/04/17		253.67		253.67
								253.67		253.67
0070357	12/15/17	Recon	0002406	Paisans Pizza	V0096100	12/06/17		208.10		208.10
					V0096101	12/06/17		175.00		175.00
					V0096102	12/06/17		39.50		39.50
					V0096104	12/06/17		537.00		537.00
					V0096105	12/06/17		2,072.50		2,072.50
					V0096106	12/06/17		130.00		130.00
					V0096107	12/06/17		69.43		69.43
					V0096165	12/07/17		1,040.00		1,040.00
					V0096166	12/07/17		158.96		158.96
								4,430.49		4,430.49
0070358	12/15/17	Recon	0002913	Dr. Dennis M. Pearson	V0096860	12/12/17		99.95		99.95
								99.95		99.95
0070359	12/15/17	Recon	0001355	Pearson Higher Education	V0096875	12/12/17		1,311.20		1,311.20
					V0096923	12/13/17		2,108.20		2,108.20
					V0096928	12/13/17		1,250.70		1,250.70
					V0096950	12/13/17		2,156.80		2,156.80
					V0096955	12/13/17		75.95		75.95
					V0096957	12/13/17		406.50		406.50
					V0096958	12/13/17		558.40		558.40
					V0096964	12/14/17		1,106.70-		-1,106.70
								6,761.05		6,761.05
0070360	12/15/17	Recon	0000820	Ms. Tsonka I. Pencheva	V0096193	12/11/17		103.84		103.84
								103.84		103.84
0070361	12/15/17	Recon	0007939	Mr. Armando Perez	V0096962	12/14/17		210.00		210.00
								210.00		210.00
0070362	12/15/17	Recon	0000848	Ms. Nicole M. Pullia	V0096184	12/08/17		165.00		165.00
								165.00		165.00
0070363	12/15/17	Recon	0002411	Republic Services #551	V0096058	12/06/17		168.88		168.88
								168.88		168.88

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0070364	12/15/17	Void	0002411	Republic Services #710						
0070365	12/15/17	Recon	0000851	Ms H.M. Joyce Roland	V0096173	12/07/17		35.15		35.15
								35.15		35.15
0070366	12/15/17	Recon	0001142	Santo Sport Store	V0096073	12/06/17		48.00		48.00
								48.00		48.00
0070367	12/15/17	Recon	0002709	Mr. Derek C. Shouba	V0096883	12/12/17		66.27		66.27
								66.27		66.27
0070368	12/15/17	Recon	0192131	Shout Section Big Band	V0096920	12/13/17		8,250.00		8,250.00
								8,250.00		8,250.00
0070369	12/15/17	Recon	0001162	Stipes Publishing LLC	V0096851	12/11/17		3,496.90		3,496.90
								3,496.90		3,496.90
0070370	12/15/17	Recon	0002889	Suburban Door Check & Lo	V0096190	12/08/17		241.00		241.00
								241.00		241.00
0070371	12/15/17	Recon	0159550	Tactical Training and Fi	V0096892	12/13/17		700.00		700.00
								700.00		700.00
0070372	12/15/17	Recon	0154190	Ms Kimberly Taylor	V0096941	12/13/17		93.65		93.65
								93.65		93.65
0070373	12/15/17	Recon	0153795	Maciej Telus	V0081633	10/13/16		160.00		160.00
								160.00		160.00
0070374	12/15/17	Recon	0001421	Ken Tokarczyk	V0096188	12/08/17		60.00		60.00
								60.00		60.00
0070375	12/15/17	Recon	0001820	United States Postal Ser	V0096741	12/11/17		4,999.14		4,999.14
								4,999.14		4,999.14
0070376	12/15/17	Recon	0001175	UPS	V0096176	12/07/17		294.78		294.78
								294.78		294.78

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0070377	12/15/17	Recon	0003057	Ms Joann Valeriano	V0096171	12/07/17		80.33		80.33
								80.33		80.33
0070378	12/15/17	Recon	0000886	Mrs. Maria G. Vargas	V0096959	12/13/17		76.53		76.53
								76.53		76.53
0070379	12/15/17	Recon	0001119	W W Norton & Co Inc	V0096854	12/11/17		2,912.00		2,912.00
								2,912.00		2,912.00
0070380	12/15/17	Recon	0001375	AXA Equitable Equi-Vest	V0097030	12/15/17		2,731.00		2,731.00
								2,731.00		2,731.00
0070381	12/15/17	Recon	0177469	Bright Start College Sav	V0097031	12/15/17		100.00		100.00
								100.00		100.00
0070382	12/15/17	Recon	0001422	CCCTU-Cope Fund	V0097032	12/15/17		188.00		188.00
								188.00		188.00
0070383	12/15/17	Recon	0001374	College & University Cre	V0097035	12/15/17		250.00		250.00
								250.00		250.00
0070384	12/15/17	Recon	0001371	Colonial Life & Accident	V0097036	12/15/17		12.00		12.00
								12.00		12.00
0070385	12/15/17	Recon	0188948	Consumer Financial Servi	V0097033	12/15/17		114.94		114.94
								114.94		114.94
0070386	12/15/17	Recon	0160763	Illinois Education Assoc	V0097038	12/15/17		222.35		222.35
								222.35		222.35
0070387	12/15/17	Recon	0191845	Metropolitan Alliance of	V0097040	12/15/17		365.00		365.00
								365.00		365.00
0070388	12/15/17	Outst	0101061	Morton College Faculty	V0097034	12/15/17		73.67		73.67
								73.67		73.67
0070389	12/15/17	Recon	0001372	Morton College Teachers	V0097041	12/15/17		2,467.74		2,467.74
								2,467.74		2,467.74

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0070390	12/15/17	Recon	0001372	Morton College Teachers	V0097042	12/15/17		1,830.67		1,830.67
								1,830.67		1,830.67
0070391	12/15/17	Recon	0167128	Pioneer Credit Recovery,	V0097043	12/15/17		85.89		85.89
								85.89		85.89
0070392	12/15/17	Recon	0001513	SEIU Local 73 Cope	V0097044	12/15/17		9.00		9.00
								9.00		9.00
0070393	12/15/17	Recon	0001373	Service Employees Intl U	V0097045	12/15/17		430.88		430.88
								430.88		430.88
0070394	12/15/17	Recon	0001563	State Disbursement Unit	V0097046	12/15/17		1,004.89		1,004.89
								1,004.89		1,004.89
0070395	12/15/17	Recon	0001161	State Univ Retirement Sy	V0097047	12/15/17		68,609.70		68,609.70
								68,609.70		68,609.70
0070396	12/15/17	Recon	0001370	TIAA-CREF	V0097037	12/15/17		2,406.00		2,406.00
					V0097048	12/15/17		8,967.04		8,967.04
								11,373.04		11,373.04
0070397	12/15/17	Recon	0183850	Transworld Systems Inc	V0097039	12/15/17		197.88		197.88
								197.88		197.88
0070398	12/15/17	Recon	0001376	VALIC	V0097049	12/15/17		1,272.71		1,272.71
								1,272.71		1,272.71
0070399	12/15/17	Recon	0179876	Voya Retirement Insuranc	V0097050	12/15/17		1,121.66		1,121.66
								1,121.66		1,121.66
0070434	12/15/17	Recon	0013221	4IMPRINT	V0097056	12/15/17	P0005384	3,247.38		3,247.38
								3,247.38		3,247.38
0070435	12/15/17	Recon	0166304	A.W.E.S.O.M.E. Pest Serv	V0097092	12/15/17	B0002187	240.00		240.00
								240.00		240.00

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0070436	12/15/17	Recon	0000962	Airgas North Central	V0097083	12/15/17	B0002226	93.38		93.38
								93.38		93.38
0070437	12/15/17	Recon	0000964	Alarm Detection Systems	V0097093	12/15/17	B0002227	1,504.92		1,504.92
								1,504.92		1,504.92
0070438	12/15/17	Recon	0002105	Alfred G Ronan Ltd	V0097104	12/15/17	B0002181	8,000.00		8,000.00
								8,000.00		8,000.00
0070439	12/15/17	Outst	0185979	Anne Althoff	V0097059	12/15/17	B0002188	500.00		500.00
								500.00		500.00
0070440	12/15/17	Recon	0188188	Amazon Capital Services	V0096080	12/06/17	P0005462	197.47		197.47
					V0096157	12/07/17	B0002237	42.65		42.65
					V0096161	12/07/17	B0002264	35.96		35.96
					V0097073	12/15/17	B0002276	35.09		35.09
					V0097074	12/15/17	B0002276	350.00		350.00
					V0097075	12/15/17	B0002276	57.00		57.00
					V0097087	12/15/17	B0002284	46.32		46.32
					V0097088	12/15/17	B0002284	26.28		26.28
					V0097089	12/15/17	B0002284	37.80		37.80
					V0097090	12/15/17	B0002284	50.38		50.38
					V0097091	12/15/17	B0002264	10.66		10.66
					V0097094	12/15/17	B0002264	9.52		9.52
					V0097095	12/15/17	B0002264	6.99		6.99
					V0097096	12/15/17	B0002264	24.97		24.97
					V0097099	12/15/17	B0002284	20.38		20.38
					V0097106	12/15/17		2.62-		-2.62
					V0097107	12/15/17	B0002284	274.99		274.99
								1,223.84		1,223.84
0070441	12/15/17	Recon	0001953	AT&T Mobility	V0097069	12/15/17	B0002234	99.38		99.38
								99.38		99.38
0070442	12/15/17	Recon	0183556	Athletico	V0097101	12/15/17	B0002243	14,525.00		14,525.00
								14,525.00		14,525.00
0070443	12/15/17	Void	0001466	CAIRS			B0002243			
0070444	12/15/17	Recon	0000998	Carolina Biological Supp	V0097076	12/15/17	P0005450	731.14		731.14
								731.14		731.14

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0070445	12/15/17	Recon	0001593	CDW-Government, Inc	V0096082	12/06/17	B0002282	40.21		40.21
					V0096094	12/06/17	B0002282	49.67		49.67
					V0096095	12/06/17	B0002282	21.31		21.31
					V0096096	12/06/17	B0002282	21.31		21.31
					V0096985	12/14/17	P0005476	23.07		23.07
					V0096986	12/14/17	P0005476	2,331.12		2,331.12
					V0097077	12/15/17	P0005463	231.57		231.57
					V0097082	12/15/17	B0002282	107.68		107.68
								2,825.94		2,825.94
0070446	12/15/17	Recon	0158290	Coast to Coast Computer	V0096103	12/06/17	B0002156	1,050.00		1,050.00
					V0096109	12/06/17	B0002156	374.00		374.00
					V0096110	12/06/17	B0002156	2,120.00		2,120.00
								3,544.00		3,544.00
0070447	12/15/17	Recon	0001752	Comcast Cable	V0097102	12/15/17	B0002218	214.90		214.90
					V0097103	12/15/17	B0002169	419.35		419.35
								634.25		634.25
0070448	12/15/17	Recon	0001676	Del Galdo Law Group, LLC	V0097002	12/14/17	B0002215	48.00		48.00
					V0097072	12/15/17	B0002215	14,080.00		14,080.00
								14,128.00		14,128.00
0070449	12/15/17	Recon	0001469	Diamond Graphics	V0097098	12/15/17	B0002265	270.00		270.00
								270.00		270.00
0070450	12/15/17	Recon	0000989	Dick Blick	V0096076	12/06/17	B0002217	210.48		210.48
								210.48		210.48
0070451	12/15/17	Recon	0001642	Dramatists Play Service,	V0096872	12/12/17	P0005441	120.00		120.00
								120.00		120.00
0070452	12/15/17	Recon	0001180	First Student Inc	V0096984	12/14/17	P0005353	248.00		248.00
								248.00		248.00
0070453	12/15/17	Recon	0001962	GW & Associates, PC	V0097003	12/14/17	B0002220	8,000.00		8,000.00
					V0097105	12/15/17	B0002220	8,000.00		8,000.00
								16,000.00		16,000.00
0070454	12/15/17	Recon	0001647	Iron Mountain	V0097028	12/14/17	B0002168	341.13		341.13
								341.13		341.13

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0070455	12/15/17	Recon	0001775	Jostens	V0097025	12/14/17	B0002246	25.40		25.40
								25.40		25.40
0070456	12/15/17	Recon	0002035	Kba	V0097063	12/15/17	P0005273	1,248.75		1,248.75
								1,248.75		1,248.75
0070457	12/15/17	Recon	0154108	Kone Inc.	V0097055	12/15/17	B0002216	734.44		734.44
								734.44		734.44
0070458	12/15/17	Recon	0001890	Konica Minolta Bus Solut	V0097005	12/14/17	B0002295	91.42		91.42
					V0097006	12/14/17	B0002295	105.65		105.65
					V0097007	12/14/17	B0002295	94.46		94.46
					V0097008	12/14/17	B0002295	242.72		242.72
					V0097009	12/14/17	B0002295	16.28		16.28
					V0097010	12/14/17	B0002295	671.03		671.03
					V0097011	12/14/17	B0002295	0.43		0.43
					V0097012	12/14/17	B0002295	2.58		2.58
								1,224.57		1,224.57
0070459	12/15/17	Recon	0002233	Konica Minolta Premier F	V0096114	12/06/17	B0002266	229.52		229.52
								229.52		229.52
0070460	12/15/17	Recon	0002233	Konica Minolta Premier F	V0097029	12/14/17	B0002266	226.90		226.90
								226.90		226.90
0070461	12/15/17	Recon	0002233	Konica Minolta Premier F	V0097070	12/15/17	B0002266	140.00		140.00
								140.00		140.00
0070462	12/15/17	Recon	0001289	Menards	V0097080	12/15/17	B0002288	68.43		68.43
					V0097081	12/15/17	B0002288	195.89		195.89
								264.32		264.32
0070463	12/15/17	Recon	0088242	Mr. Willie D. Merrill	V0096158	12/07/17	B0002214	527.46		527.46
								527.46		527.46
0070464	12/15/17	Recon	0182207	Mesirow Insurance Servic	V0097065	12/15/17	B0002175	10,625.00		10,625.00
								10,625.00		10,625.00
0070465	12/15/17	Void	0001800	Morton College Bookstore			B0002175			

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0070466	12/15/17	Recon	0001529	New Pocket Nurse	V0097026	12/14/17	P0005468	95.09		95.09
								95.09		95.09
0070467	12/15/17	Recon	0001113	New Readers Press	V0097027	12/14/17	P0005392	79.68		79.68
								79.68		79.68
0070468	12/15/17	Recon	0002877	Nyhan & Friends Limited	V0096983	12/14/17	B0002180	2,250.00		2,250.00
					V0096987	12/14/17	B0002180	2,250.00		2,250.00
								4,500.00		4,500.00
0070469	12/15/17	Recon	0001122	Office Depot	V0097060	12/15/17	B0002251	15.98		15.98
					V0097061	12/15/17	B0002251	140.06		140.06
								156.04		156.04
0070470	12/15/17	Recon	0001835	Ray O'Herron Co. of Oakb	V0096160	12/07/17	B0002228	518.66		518.66
								518.66		518.66
0070471	12/15/17	Void	0001141	Sam's Club			B0002228			
0070472	12/15/17	Recon	0001142	Santo Sport Store	V0096847	12/11/17	B0002239	3,479.50		3,479.50
					V0096848	12/11/17	B0002239	666.50		666.50
					V0096849	12/11/17	B0002239	140.00		140.00
					V0097062	12/15/17	B0002239	3,683.00		3,683.00
								7,969.00		7,969.00
0070473	12/15/17	Recon	0156310	Scholar Buys LLC	V0097078	12/15/17	P0005467	1,385.90		1,385.90
								1,385.90		1,385.90
0070474	12/15/17	Recon	0001456	Sentry Therapy Systems I	V0096078	12/06/17	P0005286	3,595.00		3,595.00
								3,595.00		3,595.00
0070475	12/15/17	Recon	0001967	Shaw Media	V0097097	12/15/17	B0002286	1,361.14		1,361.14
								1,361.14		1,361.14
0070476	12/15/17	Recon	0001156	Smithereen Exterminating	V0096097	12/06/17	B0002159	165.00		165.00
								165.00		165.00
0070477	12/15/17	Recon	0157227	Staples Advantage	V0096098	12/06/17	B0002279	1,628.03		1,628.03
					V0097022	12/14/17	B0002293	4.59		4.59
					V0097023	12/14/17	B0002293	46.07		46.07

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					V0097057	12/15/17	P0005309	139.99		139.99
								1,818.68		1,818.68
0070478	12/15/17	Recon	0001880	SWC Technology Partners	V0097064	12/15/17	B0002278	19,700.00		19,700.00
								19,700.00		19,700.00
0070479	12/15/17	Recon	0189871	Total Technology Solutio	V0096112	12/06/17	P0005430	1,234.28		1,234.28
								1,234.28		1,234.28
0070480	12/15/17	Recon	0001174	Veritiv Operating Compan	V0096152	12/07/17	B0002250	1,240.00		1,240.00
								1,240.00		1,240.00
0070481	12/15/17	Recon	0001183	Ward's Natural Science	V0096079	12/06/17	P0005451	107.18		107.18
								107.18		107.18
0070482	12/15/17	Recon	0166312	Wells Fargo Equiptment F	V0097071	12/15/17	B0002193	1,805.00		1,805.00
								1,805.00		1,805.00
0070483	12/15/17	Recon	0001406	Wex Bank	V0097024	12/14/17	B0002161	424.61		424.61
								424.61		424.61
0070484	12/15/17	Recon	0177607	YBP Library Services	V0097004	12/14/17	B0002174	32.30		32.30
					V0097013	12/14/17	B0002174	604.00		604.00
					V0097014	12/14/17	B0002174	58.00		58.00
					V0097015	12/14/17	B0002174	96.04		96.04
					V0097016	12/14/17	B0002174	47.88		47.88
					V0097017	12/14/17	B0002174	24.56		24.56
					V0097018	12/14/17	B0002174	361.42		361.42
					V0097019	12/14/17	B0002174	112.36		112.36
					V0097020	12/14/17	B0002174	50.78		50.78
					V0097021	12/14/17	B0002174	22.10		22.10
								1,409.44		1,409.44
0070485	12/15/17	Recon	0001141	Sam's Club	V0097086	12/15/17	B0002222	32.90		32.90
					V0097108	12/15/17	B0002208	74.14		74.14
								107.04		107.04
0070486	12/19/17	Recon	0192062	Constantine Alexander	V0096869	12/12/17		100.00		100.00
								100.00		100.00

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0070487	12/19/17	Recon	0192063	Hayden Ashley	V0096868	12/12/17		100.00		100.00
								100.00		100.00
0070488	12/19/17	Recon	0166193	Ethan Buege	V0065774	09/11/15		160.00		160.00
								160.00		160.00
0070489	12/19/17	Recon	0089361	Mr. Nestor C. Carrillo	V0096997	12/14/17		120.00		120.00
								120.00		120.00
0070490	12/19/17	Recon	0001895	Delta Dental of Illinois	V0097052	12/15/17		9,424.58		9,424.58
								9,424.58		9,424.58
0070491	12/19/17	Recon	0192064	Reuben Garza	V0096867	12/12/17		100.00		100.00
								100.00		100.00
0070492	12/19/17	Recon	0191564	Joseph Genova	V0096995	12/14/17		90.00		90.00
								90.00		90.00
0070493	12/19/17	Recon	0000724	Dr. Brian R. Gilligan	V0097111	12/18/17		140.00		140.00
								140.00		140.00
0070494	12/19/17	Recon	0112864	Leslie Gomez	V0096966	12/14/17		148.50		148.50
								148.50		148.50
0070495	12/19/17	Recon	0000805	Mrs. Jamie M. Halmon	V0096991	12/14/17		44.06		44.06
								44.06		44.06
0070496	12/19/17	Recon	0001076	Jack's Rental	V0096994	12/14/17		598.00		598.00
								598.00		598.00
0070497	12/19/17	Recon	0001226	Raymond W Konrath	V0096998	12/14/17		150.00		150.00
								150.00		150.00
0070498	12/19/17	Outst	0003023	Ms. Karen Latham-William	V0097129	12/18/17		125.78		125.78
								125.78		125.78
0070499	12/19/17	Recon	0001273	Lawson Products Inc	V0096990	12/14/17		111.88		111.88
								111.88		111.88

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0070500	12/19/17	Recon	0172876	Ms Heidi M. Lundquist	V0096989	12/14/17		64.23		64.23
								64.23		64.23
0070501	12/19/17	Recon	0001763	Mecor, Inc.	V0096993	12/14/17		187.50		187.50
								187.50		187.50
0070502	12/19/17	Recon	0187216	Mr. Neil Moss	V0097000	12/14/17		90.00		90.00
								90.00		90.00
0070503	12/19/17	Recon	0192210	NC-SARA	V0097132	12/18/17		4,000.00		4,000.00
								4,000.00		4,000.00
0070504	12/19/17	Recon	0192061	Zachary R. Nunnery	V0096866	12/12/17		100.00		100.00
								100.00		100.00
0070505	12/19/17	Recon	0002406	Paisans Pizza	V0096960	12/13/17		169.24		169.24
								169.24		169.24
0070506	12/19/17	Recon	0001355	Pearson Higher Education	V0096915	12/13/17		66,796.86		66,796.86
								66,796.86		66,796.86
0070507	12/19/17	Recon	0000820	Ms. Tsonka I. Pencheva	V0096967	12/14/17		37.99		37.99
								37.99		37.99
0070508	12/19/17	Recon	0000907	Mr. Luis E. Sanchez	V0096961	12/13/17		63.60		63.60
								63.60		63.60
0070509	12/19/17	Recon	0003089	Mr. Bradley J. Sleeth	V0096988	12/14/17		618.34		618.34
								618.34		618.34
0070510	12/19/17	Recon	0000943	Mr. Scott R. Spaniol	V0096974	12/14/17		716.14		716.14
								716.14		716.14
0070511	12/19/17	Outst	0192132	Daniel B. Steinman	V0097112	12/18/17		135.00		135.00
								135.00		135.00
0070512	12/19/17	Recon	0000897	Mr. Donald A. Sykora	V0096891	12/13/17		71.76		71.76

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								71.76		71.76
0070513	12/19/17	Recon	0192200	Toys for Tots	V0097113	12/18/17		432.00		432.00
								432.00		432.00
0070514	12/19/17	Outst	0000019	Mr. Scott E. Ulbrich	V0096996	12/14/17		90.00		90.00
								90.00		90.00
0070515	12/19/17	Recon	0001375	AXA Equitable Equi-Vest	V0097134	12/19/17		2,731.00		2,731.00
								2,731.00		2,731.00
0070516	12/19/17	Recon	0177469	Bright Start College Sav	V0097135	12/19/17		100.00		100.00
								100.00		100.00
0070517	12/19/17	Recon	0001422	CCCTU-Cope Fund	V0097136	12/19/17		184.00		184.00
					V0097153	12/19/17		2.00		2.00
								186.00		186.00
0070518	12/19/17	Recon	0001374	College & University Cre	V0097139	12/19/17		250.00		250.00
								250.00		250.00
0070519	12/19/17	Recon	0001371	Colonial Life & Accident	V0097140	12/19/17		12.00		12.00
								12.00		12.00
0070520	12/19/17	Recon	0188948	Consumer Financial Servi	V0097137	12/19/17		114.94		114.94
								114.94		114.94
0070521	12/19/17	Recon	0191845	Metropolitan Alliance of	V0097142	12/19/17		271.00		271.00
								271.00		271.00
0070522	12/19/17	Outst	0101061	Morton College Faculty	V0097138	12/19/17		73.67		73.67
								73.67		73.67
0070523	12/19/17	Recon	0001372	Morton College Teachers	V0097144	12/19/17		1,660.39		1,660.39
								1,660.39		1,660.39
0070524	12/19/17	Recon	0001372	Morton College Teachers	V0097143	12/19/17		2,467.74		2,467.74
								2,467.74		2,467.74

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0070525	12/19/17	Recon	0001372	Morton College Teachers	V0097154	12/19/17		123.84		123.84
								123.84		123.84
0070526	12/19/17	Recon	0001513	SEIU Local 73 Cope	V0097145	12/19/17		9.00		9.00
								9.00		9.00
0070527	12/19/17	Recon	0001373	Service Employees Intl U	V0097146	12/19/17		430.88		430.88
								430.88		430.88
0070528	12/19/17	Recon	0001563	State Disbursement Unit	V0097147	12/19/17		868.99		868.99
								868.99		868.99
0070529	12/19/17	Recon	0001161	State Univ Retirement Sy	V0097148	12/19/17		47,302.60		47,302.60
					V0097155	12/19/17		1,154.86		1,154.86
								48,457.46		48,457.46
0070530	12/19/17	Recon	0001370	TIAA-CREF	V0097141	12/19/17		2,406.00		2,406.00
					V0097149	12/19/17		8,967.04		8,967.04
								11,373.04		11,373.04
0070531	12/19/17	Recon	0001376	VALIC	V0097150	12/19/17		1,272.71		1,272.71
								1,272.71		1,272.71
0070532	12/19/17	Recon	0179876	Voya Retirement Insuranc	V0097151	12/19/17		1,065.00		1,065.00
					V0097156	12/19/17		17.71		17.71
								1,082.71		1,082.71
0070533	12/19/17	Recon	0001195	Cintas Corporation	V0097158	12/19/17	B0002253	117.85		117.85
					V0097159	12/19/17	B0002253	135.53		135.53
					V0097160	12/19/17	B0002253	46.08		46.08
					V0097161	12/19/17	B0002253	62.95		62.95
					V0097162	12/19/17	B0002253	68.02		68.02
					V0097163	12/19/17	B0002253	35.57		35.57
								466.00		466.00
0070534	12/19/17	Recon	0188213	First Midwest Bank	V0096931	12/13/17	B0002254	40.00		40.00
					V0096932	12/13/17	P0005420	12.99		12.99
					V0096933	12/13/17	B0002236	43.65		43.65
					V0096935	12/13/17	B0002280	53.27		53.27
					V0096936	12/13/17	P0005452	284.46		284.46
					V0096937	12/13/17	P0005455	256.96		256.96

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ACCOUNTS PAYABLE CHECK REGISTER
Period 12/01/2017 - 12/31/2017

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Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
					V0096938	12/13/17	P0005478	535.50		535.50
					V0096939	12/13/17	P0005456	1,268.18		1,268.18
					V0096940	12/13/17	B0002290	930.00		930.00
					V0096942	12/13/17		225.63-		-225.63
					V0096943	12/13/17	B0002254	40.00		40.00
					V0096944	12/13/17	P0005447	321.00		321.00
					V0096946	12/13/17	P0005464	1,535.28		1,535.28
					V0096947	12/13/17	P0005460	99.62		99.62
					V0096948	12/13/17	B0002294	49.00		49.00
					V0096949	12/13/17	B0002272	19.00		19.00
					V0096951	12/13/17	P0005471	4,197.79		4,197.79
					V0096952	12/13/17	P0005453	766.05		766.05
					V0096953	12/13/17	P0005481	2,937.85		2,937.85
					V0096954	12/13/17	B0002260	23.91		23.91
					V0096956	12/13/17		79.71-		-79.71
					V0097166	12/19/17	P0005512	202.45		202.45
								13,311.62		13,311.62
0070535	12/19/17	Recon	0178238	Agera Energy	V0097109	12/15/17		27,961.20		27,961.20
								27,961.20		27,961.20
0070536	12/19/17	Recon	0001387	Gallagher Benefit Servic	V0097133	12/19/17		360.00		360.00
								360.00		360.00
E0002320	12/07/17	Outst	0181767	Ms Maria Anderson	V0095919	11/29/17		104.17		104.17
								104.17		104.17
E0002321	12/07/17	Outst	0000799	Ms Marlana Avalos-Thomps	V0096065	12/06/17		500.00		500.00
								500.00		500.00
E0002322	12/07/17	Outst	0178376	Mr. Joseph J. Belcaster	V0095995	12/02/17		19.82		19.82
					V0096115	12/06/17		500.00		500.00
								519.82		519.82
E0002323	12/07/17	Outst	0079155	Dr. Stanley S. Fields	V0095929	11/29/17		373.81		373.81
								373.81		373.81
E0002324	12/07/17	Outst	0165694	Dr. Sara E. Helmus	V0095982	12/01/17		416.52		416.52
								416.52		416.52
E0002325	12/07/17	Outst	0000748	Ms. Diana C. Rodriguez	V0095946	11/30/17		85.76		85.76
								85.76		85.76

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ACCOUNTS PAYABLE CHECK REGISTER
Period 12/01/2017 - 12/31/2017

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Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0002326	12/07/17	Outst	0000808	Ms. Marisol Velazquez	V0095969	12/01/17		2,670.00		2,670.00
								2,670.00		2,670.00
E0002447	12/14/17	Outst	0181767	Ms Maria Anderson	V0096156	12/07/17		13.17		13.17
								13.17		13.17
E0002448	12/14/17	Outst	0079155	Dr. Stanley S. Fields	V0096153	12/07/17		48.40		48.40
					V0096155	12/07/17		39.10		39.10
								87.50		87.50
E0002449	12/14/17	Outst	0160367	Ms Yolanda Freemon	V0096154	12/07/17		114.22		114.22
								114.22		114.22
E0002450	12/14/17	Outst	0067860	Dayanara Hurn	V0090748	09/01/17		263.15		263.15
								263.15		263.15
E0002451	12/14/17	Outst	0002876	Ms Evelyn Jaquez	V0096169	12/07/17		297.97		297.97
								297.97		297.97
E0002452	12/14/17	Outst	0107686	Mrs. Blanca E. Jara	V0096167	12/07/17		13.20		13.20
					V0096168	12/07/17		19.24		19.24
					V0096191	12/08/17		10.99		10.99
					V0096192	12/08/17		4.40		4.40
								47.83		47.83
E0002453	12/14/17	Outst	0156123	Mrs. Nancy N. Jeffries	V0096876	12/12/17		103.13		103.13
								103.13		103.13
E0002454	12/14/17	Outst	0000803	Dr. Frances M. Wedge	V0096870	12/12/17		495.00		495.00
								495.00		495.00
E0002455	12/14/17	Outst	0189276	Alicia M. Lugo	V0096163	12/07/17	B0002281	1,350.00		1,350.00
								1,350.00		1,350.00
E0002456	12/14/17	Outst	0190384	Veronica A. Mayer	V0096162	12/07/17	P0005434	2,700.00		2,700.00
								2,700.00		2,700.00
E0002457	12/14/17	Outst	0181015	Terry L Elliott LLC	V0096977	12/14/17	B0002221	2,521.80		2,521.80

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ACCOUNTS PAYABLE CHECK REGISTER
Period 12/01/2017 - 12/31/2017

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Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
					V0096978	12/14/17	B0002221	840.60		840.60
								3,362.40		3,362.40
E0002458	12/18/17	Outst	0160367	Ms Yolanda Freemon	V0097110	12/15/17		163.98		163.98
								163.98		163.98
E0002459	12/18/17	Outst	0000928	Mr. James P. O'Connell,	V0096999	12/14/17		150.00		150.00
								150.00		150.00
E0002460	12/18/17	Outst	0160605	Ms Rebecca M. Primm	V0096150	12/07/17		979.44		979.44
								979.44		979.44
E0002461	12/18/17	Outst	0000842	Ms Marlene Soto	V0097128	12/18/17		3,000.00		3,000.00
								3,000.00		3,000.00
								905,692.59		905,692.59

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CHECK REGISTER SUMMARY REPORT
Period 12/01/2017 - 12/31/2017

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Bank Code	Account Number	Description	Debit	Credit
-----	-----	-----	-----	-----
01 General Checking	01-0000-00000-230000000	General : Accounts Payable	905,692.59	0.00
	01-0000-00000-110000000	General : Cash	0.00	905,692.59
			-----	-----
			905,692.59	905,692.59

Melissa Mollett

From: Mireya Perez
Sent: Tuesday, February 06, 2018 11:09 AM
To: Stan Fields
Cc: Maria Anderson; Melissa Mollett
Subject: FW: Morton Dec budget report
Attachments: MC- December 17 Budget.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Proposed Action: THAT THE MONTHLY BUDGET REPORT FOR FISCAL YEAR TO DATE ENDING DECEMBER 2017 BE RECEIVED AND APPROVED AS SUBMITTED.

Rationale: [Please refer to attached Monthly Budget Report.]

Attachments: Monthly Budget Report

Thanks,

*Mireya Perez
Director of Business Services
Morton College
3801 South Central Ave
Cicero, IL 60804
Phone (708) 656-8000 ext 2289
Fax (708) 656-3194*

From: David Gonzalez [mailto:David.Gonzalez@cpagwa.com]
Sent: Sunday, February 04, 2018 1:46 PM
To: Mireya Perez <mireya.perez@morton.edu>
Subject: Morton Dec budget report

Mireya
Attached is the December 2017 Budget to Actual Report.

Thanks
David

David A. Gonzalez, Partner



GW & Associates PC
Certified Public Accountants

**Morton Community College
Budget Report
For 6 Months Ending December 31, 2017**



Morton Community College
Budget Report Summary
For 6 Months Ending December 31, 2017

50%

Funds	Actual	Budget	%	Budget Remaining
<u>Education Fund</u>				
Revenue	\$ 15,292,936	\$ 23,627,720	64.7%	\$ 8,334,784
Expenditures	(9,892,396)	(21,014,849)	47.1%	(11,122,453)
Net	\$ 5,400,540	\$ 2,612,871		\$ (2,787,669)
<u>Operations & Maintenance Fund</u>				
Revenue	\$ 2,119,839	\$ 3,693,440	57.4%	\$ 1,573,601
Expenditures	(1,474,163)	(3,693,440)	39.9%	2,219,277
Net	\$ 645,676	\$ -		\$ (645,676)
<u>Restricted Purpose Fund</u>				
Revenue	\$ 4,242,391	\$ 16,845,722	25.2%	\$ 12,603,331
Expenditures	(4,957,109)	(16,845,722)	29.4%	(11,888,613)
Net	\$ (714,718)	\$ -		\$ 714,718
<u>Audit Fund</u>				
Revenue	\$ 33,252	\$ 87,750	37.9%	\$ 54,498
Expenditures	-	(82,400)	0.0%	(82,400)
Net	\$ 33,252	\$ 5,350		\$ (27,902)
<u>Liability, Protection & Settlement Fund</u>				
Revenue	\$ 374,353	\$ 744,700	50.3%	\$ 370,347
Expenditures	(303,071)	(697,000)	43.5%	(393,929)
Net	\$ 71,282	\$ 47,700		\$ (23,582)
<u>General Bond Obligation Fund</u>				
Revenue	\$ 322,176	\$ 634,178	50.8%	\$ 312,002
Expenditures	(540,338)	(672,941)	80.3%	(132,603)
Net	\$ (218,162)	\$ (38,763)		\$ 179,399
<u>Operations & Maintenance (Restricted) Fund</u>				
Revenue	\$ -	\$ 360,000	0.0%	\$ 360,000
Expenditures	(125,364)	(360,000)	34.8%	(234,636)
Net	\$ (125,364)	\$ -		\$ 125,364
<u>Auxiliary Fund</u>				
Revenue	\$ 709,602	\$ 2,016,500	35.2%	\$ 1,306,898
Expenditures	(663,463)	(2,016,938)	32.9%	(1,353,475)
Net	\$ 46,139	\$ (438)		\$ (46,577)
<u>Working Cash Fund</u>				
Revenue	\$ 54,110	\$ 50,000	108.2%	\$ (4,110)
Expenditures	-	(50,000)	0.0%	(50,000)
Net	\$ 54,110	\$ -		\$ (54,110)
<u>All Funds</u>				
Revenue	\$ 23,148,659	\$ 48,060,010	48.2%	\$ 24,911,351
Expenditures	(17,955,904)	(45,433,290)	39.5%	(27,477,386)
Net	\$ 5,192,755	\$ 2,626,720		\$ (2,566,035)

EDUCATION FUND REVENUE
For 6 Months Ending December 31, 2017

50%

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
LOCAL GOVERNMENT				
Property taxes	\$ 3,496,672	\$ 7,083,000	49.4%	\$ 3,586,328
Total Local Government	<u>3,496,672</u>	<u>7,083,000</u>	<u>49.4%</u>	<u>3,586,328</u>
CORPORATE PERSONAL PROPERTY TAXES	<u>97,248</u>	<u>650,000</u>	<u>15.0%</u>	<u>552,752</u>
STATE GOVERNMENT				
ICCB credit hour grants	1,419,806	1,846,190	76.9%	426,384
ICCB equalization grants	<u>2,384,706</u>	<u>4,111,930</u>	<u>58.0%</u>	<u>1,727,224</u>
Total State Government	<u>3,804,512</u>	<u>5,958,120</u>	<u>63.9%</u>	<u>2,153,608</u>
STUDENT TUITION AND FEES				
Tuition	6,472,151	8,024,000	80.7%	1,551,849
Fees	<u>1,343,850</u>	<u>1,761,800</u>	<u>76.3%</u>	<u>417,950</u>
Total Tuition and Fees	<u>7,816,001</u>	<u>9,785,800</u>	<u>79.9%</u>	<u>1,969,799</u>
MISCELLANEOUS				
Sales and service fees	33,676	55,800	60.4%	22,124
Investment revenue	44,827	15,000	298.8%	(29,827)
Nongovernmental gifts & scholarships	<u>-</u>	<u>30,000</u>	<u>0.0%</u>	<u>30,000</u>
Total Other Sources	<u>78,503</u>	<u>100,800</u>	<u>77.9%</u>	<u>22,297</u>
Total Revenue	<u>15,292,936</u>	<u>23,577,720</u>	<u>64.9%</u>	<u>8,284,784</u>
Transfers in	<u>-</u>	<u>50,000</u>	<u>0.0%</u>	<u>50,000</u>
Total Revenue and Transfers in	<u>\$ 15,292,936</u>	<u>\$ 23,627,720</u>	<u>64.7%</u>	<u>\$ 8,334,784</u>

EDUCATION FUND EXPENDITURES
For 6 Months Ending December 31, 2017

50%

	Actual	Budget	%	Budget Remaining
EXPENDITURES				
By Program:				
Instruction				
Salaries	\$ 3,583,923	\$ 7,758,302	46.2%	\$ 4,174,379
Employee benefits	373,275	647,545	57.6%	274,270
Contractual services	71,936	149,500	48.1%	77,564
Material and supplies	86,842	374,350	23.2%	287,508
Conferences and meetings	4,708	26,150	18.0%	21,442
Total Instruction	4,120,684	8,955,847	46.0%	4,835,163
Academic Support				
Salaries	532,484	1,203,182	44.3%	670,698
Employee benefits	91,380	213,578	42.8%	122,198
Contractual services	138,562	215,000	64.4%	76,438
Material and supplies	75,349	265,470	28.4%	190,121
Conferences and meetings	9,431	33,500	28.2%	24,069
Fixed charges	-	50,000	0.0%	50,000
Total Academic Support	847,206	1,980,730	42.8%	1,133,524
Student Services				
Salaries	791,522	1,690,095	46.8%	898,573
Employee benefits	141,273	243,264	58.1%	101,991
Contractual services	128,915	230,000	56.1%	101,085
Material and supplies	35,493	145,150	24.5%	109,657
Conferences and meetings	14,144	63,650	22.2%	49,506
Fixed charges	-	14,800	0.0%	14,800
Total Student Services	1,111,347	2,386,959	46.6%	1,275,612

EDUCATION FUND EXPENDITURES
For 6 Months Ending December 31, 2017

50%

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
EXPENDITURES				
Public Service/Continuing Education				
Salaries	107,036	216,338	49.5%	109,302
Employee benefits	15,896	36,208	43.9%	20,312
Contractual services	12,381	28,879	42.9%	16,498
Material and supplies	3,903	25,684	15.2%	21,781
Conferences and meetings	50	2,500	2.0%	2,450
Total Public Service/Continuing Education	<u>139,266</u>	<u>309,609</u>	<u>45.0%</u>	<u>170,343</u>
Auxiliary Services				
Salaries	111,660	229,214	48.7%	117,554
Employee benefits	16,109	29,029	55.5%	12,920
Contractual services	169,754	218,000	77.9%	48,246
Material and supplies	69,914	100,750	69.4%	30,836
Conferences and meetings	58,994	133,000	44.4%	74,006
Fixed charges	4,590	16,000	28.7%	11,410
Capital outlay	5,000	5,000	100.0%	-
Total Auxiliary Services	<u>436,021</u>	<u>730,993</u>	<u>59.6%</u>	<u>294,972</u>
Institutional Support				
Salaries	1,065,791	2,260,164	47.2%	1,194,373
Employee benefits	200,561	424,047	47.3%	223,486
Contractual services	963,924	1,687,400	57.1%	723,476
Material and supplies	157,453	382,100	41.2%	224,647
Conferences and meetings	87,553	217,000	40.3%	129,447
Fixed charges	578	1,000	57.8%	422
Other	383	40,000	1.0%	39,617
Total Institutional Support	<u>2,476,243</u>	<u>5,011,711</u>	<u>49.4%</u>	<u>2,535,468</u>

EDUCATION FUND EXPENDITURES
For 6 Months Ending December 31, 2017

50%

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
EXPENDITURES				
Scholarships, Student Grants & Waivers				
Student grants and scholarships	759,447	1,014,000	74.9%	254,553
Other	<u>2,182</u>	<u>45,000</u>	<u>4.8%</u>	<u>42,818</u>
Total Scholarships, Student Grants & Waivers	<u>761,629</u>	<u>1,059,000</u>	<u>71.9%</u>	<u>297,371</u>
Contingencies	<u>-</u>	<u>200,000</u>	<u>0.0%</u>	<u>200,000</u>
Total Expenditures	<u>9,892,396</u>	<u>20,634,849</u>	<u>47.9%</u>	<u>10,742,453</u>
Transfers out	<u>-</u>	<u>380,000</u>	<u>0.0%</u>	<u>380,000</u>
Total Expenditures and Transfers out	<u>\$ 9,892,396</u>	<u>\$ 21,014,849</u>	<u>47.1%</u>	<u>\$ 11,122,453</u>

OPERATIONS & MAINTENANCE FUND REVENUE AND EXPENDITURES

50%

For 6 Months Ending December 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
LOCAL GOVERNMENT				
Property taxes	\$ 663,455	\$ 1,383,000	48.0%	\$ 719,545
CORPORATE PERSONAL PROPERTY TAXES	97,248	650,000	15.0%	552,752
STUDENT FEES				
Fees	1,346,052	1,639,440	82.1%	293,388
Total Student Fees	1,346,052	1,639,440	82.1%	293,388
MISCELLANEOUS				
Sales and service fees	610	5,000	12.2%	4,390
Facilities	10,020	14,000	71.6%	3,980
Investment revenue	2,454	2,000	122.7%	(454)
Total Miscellaneous	13,084	21,000	62.3%	7,916
Total Revenue	<u>\$ 2,119,839</u>	<u>\$ 3,693,440</u>	<u>57.4%</u>	<u>\$ 1,573,601</u>
EXPENDITURES				
By Program:				
Operations and Maintenance of Plant				
Salaries	\$ 821,646	\$ 1,799,346	45.7%	\$ 977,700
Employee benefits	137,534	245,810	56.0%	108,276
Contractual services	114,408	563,000	20.3%	448,592
Material and supplies	55,209	165,984	33.3%	110,775
Conferences and meetings	623	6,000	10.4%	5,377
Utilities	344,743	888,300	38.8%	543,557
Capital outlay	-	15,000	0.0%	15,000
Other	-	10,000	0.0%	10,000
Total Operations and Maintenance of Plant	1,474,163	3,693,440	39.9%	2,219,277
Total Expenditures	<u>\$ 1,474,163</u>	<u>\$ 3,693,440</u>	<u>39.9%</u>	<u>\$ 2,219,277</u>

RESTRICTED PURPOSE FUND REVENUE
For 6 Months Ending December 31, 2017

50%

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
STATE GOVERNMENT				
State board of education- adult education	\$ 498,157	\$ 468,192	106.4%	\$ (29,965)
ICCB grant revenue- other	14,414	3,845,600	0.4%	3,831,186
Other Sources	10,075	-	0.0%	-
Total State Government	<u>522,646</u>	<u>4,313,792</u>	<u>12.1%</u>	<u>3,791,146</u>
FEDERAL GOVERNMENT				
Department of education	3,719,745	12,089,330	30.8%	8,369,585
Other	-	442,600	0.0%	442,600
Total Federal Government	<u>3,719,745</u>	<u>12,531,930</u>	<u>29.7%</u>	<u>8,812,185</u>
Total Revenue	<u>\$ 4,242,391</u>	<u>\$ 16,845,722</u>	<u>25.2%</u>	<u>\$ 12,603,331</u>

RESTRICTED PURPOSE FUND EXPENDITURES**50%****For 6 Months Ending December 31, 2017**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
EXPENDITURES				
By Program:				
Instruction				
Salaries	\$ 579,958	\$ 911,531	63.6%	\$ 331,573
Employee benefits	39,721	2,048,856	1.9%	2,009,135
Contractual services	35,750	122,872	29.1%	87,122
Material and supplies	72,930	146,709	49.7%	73,779
Conferences and meetings	7,162	21,399	33.5%	14,237
Other	1,038	-	0.0%	(1,038)
Total Instruction	<u>736,559</u>	<u>3,251,367</u>	<u>22.7%</u>	<u>2,514,808</u>
Academic Support				
Employee benefits	<u>-</u>	<u>250,000</u>	<u>0.0%</u>	<u>250,000</u>
Total Academic Support	<u>-</u>	<u>250,000</u>	<u>0.0%</u>	<u>250,000</u>
Student Services				
Salaries	3887	-	0.0%	(3,887)
Employee benefits	88	350,000	0.0%	349,912
Conferences and meetings	<u>1,127</u>	<u>-</u>	<u>0.0%</u>	<u>(1,127)</u>
Total Student Services	<u>5,102</u>	<u>350,000</u>	<u>1.5%</u>	<u>344,898</u>
Public Service/Continuing Education				
Salaries	82,535	143,170	57.6%	60,635
Employee benefits	14,421	110,185	13.1%	95,764
Contractual services	201,768	2,200	9171.3%	(199,568)
Material and supplies	390	2,580	15.1%	2,190
Conferences and meetings	<u>4,939</u>	<u>12,465</u>	<u>39.6%</u>	<u>7,526</u>
Total Public Service/Continuing Education	<u>304,053</u>	<u>270,600</u>	<u>112.4%</u>	<u>(33,453)</u>

RESTRICTED PURPOSE FUND EXPENDITURES
For 6 Months Ending December 31, 2017

50%

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
Auxiliary Services				
Employee benefits	-	125,000	0.0%	125,000
Total Auxiliary Services	-	125,000	0.0%	125,000
Operations and Maintenance of Plant				
Employee benefits	-	450,000	0.0%	450,000
Total Operation and Maintenance of Plant	-	450,000	0.0%	450,000
Institutional Support				
Employee benefits	-	400,000	0.0%	400,000
Total Institutional Support	-	400,000	0.0%	400,000
Scholarships, Student Grants & Waivers				
Salaries	41,824	97,661	42.8%	55,837
Student grants and scholarships	3,815,171	11,500,000	33.2%	7,684,829
Other	54,400	151,094	36.0%	96,694
Total Scholarships, Student Grants & Waivers	3,911,395	11,748,755	33.3%	7,837,360
Total Expenditures	<u>\$ 4,957,109</u>	<u>\$ 16,845,722</u>	<u>29.4%</u>	<u>\$ 11,888,613</u>

AUDIT FUND REVENUE AND EXPENDITURES
For 6 Months Ending December 31, 2017

50%

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
LOCAL GOVERNMENT				
Property taxes	<u>\$ 33,243</u>	<u>\$ 67,700</u>	<u>49.1%</u>	<u>\$ 34,457</u>
MISCELLANEOUS				
Investment revenue	<u>9</u>	<u>50</u>	<u>18.0%</u>	<u>41</u>
Total Revenue	<u>33,252</u>	<u>67,750</u>	<u>49.1%</u>	<u>34,498</u>
Transfers in	<u>-</u>	<u>20,000</u>	<u>0.0%</u>	<u>20,000</u>
Total Revenue and Transfers in	<u><u>\$ 33,252</u></u>	<u><u>\$ 87,750</u></u>	<u><u>37.9%</u></u>	<u><u>\$ 54,498</u></u>
EXPENDITURES				
By Program:				
Institutional Support				
Contractual services	<u><u>\$ -</u></u>	<u><u>\$ 82,400</u></u>	<u><u>0.0%</u></u>	<u><u>\$ 82,400</u></u>

LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE AND EXPENDITURES
For 6 Months Ending December 31, 2017

50%

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
LOCAL GOVERNMENT				
Property taxes	<u>\$ 374,291</u>	<u>\$ 744,600</u>	<u>50.3%</u>	<u>\$ 370,309</u>
MISCELLANEOUS				
Investment revenue	<u>62</u>	<u>100</u>	<u>62.0%</u>	<u>38</u>
Total Revenue	<u><u>\$ 374,353</u></u>	<u><u>\$ 744,700</u></u>	<u><u>50.3%</u></u>	<u><u>\$ 370,347</u></u>
EXPENDITURES				
By Program:				
Instruction				
Employee benefits	<u>\$ -</u>	<u>\$ 110,000</u>	<u>0.0%</u>	<u>\$ 110,000</u>
Academic Support				
Employee benefits	<u>-</u>	<u>15,500</u>	<u>0.0%</u>	<u>15,500</u>
Student Services				
Employee benefits	<u>-</u>	<u>18,000</u>	<u>0.0%</u>	<u>18,000</u>
Public Service/Continuing Education				
Employee benefits	<u>-</u>	<u>5,500</u>	<u>0.0%</u>	<u>5,500</u>
Auxiliary Services				
Employee benefits	<u>-</u>	<u>4,000</u>	<u>0.0%</u>	<u>4,000</u>
Operations and Maintenance of Plant				
Employee benefits	<u>-</u>	<u>19,000</u>	<u>0.0%</u>	<u>19,000</u>
Institutional Support				
Employee benefits	3,308	55,000	6.0%	51,692
Contractual services	299,763	370,000	81.0%	70,237
Fixed charges	<u>-</u>	<u>100,000</u>	<u>0.0%</u>	<u>100,000</u>
Total Institutional Support	<u>303,071</u>	<u>525,000</u>	<u>57.7%</u>	<u>221,929</u>
Total Expenditures	<u><u>\$ 303,071</u></u>	<u><u>\$ 697,000</u></u>	<u><u>43.5%</u></u>	<u><u>\$ 393,929</u></u>

GENERAL BOND OBLIGATION FUND REVENUE AND EXPENDITURES
For 6 Months Ending December 31, 2017

50%

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
LOCAL GOVERNMENT				
Property taxes	<u>\$ 322,123</u>	<u>\$ 634,078</u>	<u>50.8%</u>	<u>\$ 311,955</u>
MISCELLANEOUS				
Investment revenue	<u>53</u>	<u>100</u>	<u>53.0%</u>	<u>47</u>
Total Revenue	<u><u>\$ 322,176</u></u>	<u><u>\$ 634,178</u></u>	<u><u>50.8%</u></u>	<u><u>\$ 312,002</u></u>
EXPENDITURES				
By Program:				
Institutional Support				
Fixed charges	<u>\$ 540,338</u>	<u>\$ 672,941</u>	<u>80.3%</u>	<u>\$ 132,603</u>
Total Expenditures	<u><u>\$ 540,338</u></u>	<u><u>\$ 672,941</u></u>	<u><u>80.3%</u></u>	<u><u>\$ 132,603</u></u>

OPERATIONS & MAINTENANCE (RESTRICTED) FUND REVENUE AND EXPENDITURES
For 6 Months Ending December 31, 2017

50%

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
TRANSFERS IN	<u>\$ -</u>	<u>\$ 360,000</u>	<u>0.0%</u>	<u>\$ 360,000</u>
EXPENDITURES				
By Program:				
Operations and Maintenance of Plant				
Contractual services	\$ 117,273	\$ 350,000	33.5%	\$ 232,727
Capital outlay	<u>8,091</u>	<u>10,000</u>	<u>80.9%</u>	<u>1,909</u>
Total Operation and Maintenance of Plant	<u>125,364</u>	<u>360,000</u>	<u>34.8%</u>	<u>234,636</u>
Total Expenditures	<u>\$ 125,364</u>	<u>\$ 360,000</u>	<u>34.8%</u>	<u>\$ 234,636</u>

AUXILIARY FUND REVENUE AND EXPENDITURES
For 6 Months Ending December 31, 2017

50%

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
SALES AND SERVICE FEES				
Bookstore	\$ 709,602	\$ 2,016,500	35.2%	\$ 1,306,898
Total Revenue	<u>\$ 709,602</u>	<u>\$ 2,016,500</u>	<u>35.2%</u>	<u>\$ 1,306,898</u>
EXPENDITURES				
By Program:				
Auxiliary Services				
Salaries	\$ 67,380	\$ 192,397	35.0%	\$ 125,017
Employee benefits	9,018	23,991	37.6%	14,973
Contractual services	12,964	16,000	81.0%	3,036
Material and supplies	574,101	1,781,550	32.2%	1,207,449
Conferences and meetings	-	3,000	0.0%	3,000
Total Auxiliary Services	<u>663,463</u>	<u>2,016,938</u>	<u>32.9%</u>	<u>1,353,475</u>
Total Expenditures	<u>\$ 663,463</u>	<u>\$ 2,016,938</u>	<u>32.9%</u>	<u>\$ 1,353,475</u>

WORKING CASH FUND REVENUE AND EXPENDITURES**50%****For 6 Months Ending December 31, 2017**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
OTHER SOURCES				
Investment revenue	<u>\$ 54,110</u>	<u>\$ 50,000</u>	<u>108.2%</u>	<u>\$ (4,110)</u>
Total Revenue	<u><u>\$ 54,110</u></u>	<u><u>\$ 50,000</u></u>	<u><u>108.2%</u></u>	<u><u>\$ (4,110)</u></u>
TRANSFERS OUT	<u><u>\$ -</u></u>	<u><u>\$ 50,000</u></u>	<u><u>0.0%</u></u>	<u><u>\$ 50,000</u></u>

Melissa Mollett

From: Stan Fields
Sent: Monday, February 12, 2018 11:46 AM
To: Melissa Mollett
Cc: Maria Anderson; Mireya Perez
Subject: Fwd: Action Item 8.3 for 2/26/18 Board Meeting
Attachments: TR 12.31.17.pdf; ATT00001.htm

Ok

Begin forwarded message:

From: Mireya Perez <mireya.perez@morton.edu>
Date: February 12, 2018 at 10:51:49 AM EST
To: Stan Fields <stan.fields@morton.edu>
Cc: Maria Anderson <maria.anderson@morton.edu>, Melissa Mollett <melissa.mollett@morton.edu>
Subject: FW: Action Item 8.3 for 2/26/18 Board Meeting

Proposed Action: THAT THE MONTHLY TREASURER'S REPORTS FOR DECEMBER 2017 BE RECEIVED AND FILED FOR AUDIT AS SUBMITTED.

Rationale: [Required by Board Policy 1.6.7]

Attachments: Treasurer's Reports

Thanks,

*Mireya Perez
Director of Business Services
Morton College
3801 South Central Ave
Cicero, IL 60804
Phone (708) 656-8000 ext 2289
Fax (708) 656-3194*

From: David Gonzalez [<mailto:David.Gonzalez@cpagwa.com>]
Sent: Friday, February 09, 2018 2:37 PM
To: Mireya Perez <mireya.perez@morton.edu>
Subject: FW: Action Item 8.3 for 2/26/18 Board Meeting

Mireya
Reviewed

David

The information contained in this e-mail and any accompanying documents is intended for the sole use

Morton College Treasurer's Report

Month Ending: December 31, 2017

<i>Institution</i>	<i>Purchased</i>	<i>Principal</i>	<i>Rate</i>	<i>Type</i>	<i>Maturity</i>
<i>Fifth Third, Cicero</i>	21-Feb-03	\$ -	5.0000%	GNMA	15-Jan-18
	21-Feb-03	\$ -	5.5000%	GNMA	15-Jan-17
	1-May-06	\$ 622,124.54	0.0100%	Money Market	31-Dec-17
	Sum	<u>\$ 622,124.54</u>			
<i>The Illinois Funds, Springfield</i>	1-May-06	\$10,151,742.70	0.0100%	TIF Prime Fund	31-Dec-17
	Sum	<u>\$10,151,742.70</u>			
Grand Total		<u>\$10,773,867.24</u>			

MORTON COLLEGE
Facility Use Permit Application

This form must be completed and returned no less than forty-five (45) days prior to the date for which the facility is requested. Confirmation will be made in writing.

Date: 10/23/2017

Name of Organization: Freedom Middle School

Address: 30116 S. Ridgeland Berwyn 60402
Street City Zip Code

Telephone: (708) 795-5800 Person to Contact: Jim Calabrese

Date(s) Requested: 05/31/2018

Time Requested: From: 4:30 PM To: 8:00 PM

(Include one-half hour before and one-half hour after scheduled event).

Facility Requested: Gym, courtyard behind gym, & cafeteria.

Purpose of Use: 8th grade promotion

Expected Attendance: 1,300

Equipment Requested: Stage and sound system.

Extent to which refreshments, if any, are to be served: none

I (we) agree to comply with all rules and regulations set forth in the Morton College Campus Facilities Rental and Use Procedure.

Authorized Signature: [Signature]

Organization Title: Principal

Please send this form to: Director of Physical Plant
Morton College
3801 S. Central Ave.
Cicero, Illinois 60804
(708) 656-8000, Ext. 2221 Fax (708) 656-7679

Date

Stan Fields
President Date

**MORTON COLLEGE
HOLD HARMLESS AGREEMENT
WAIVER AND RELEASE OF ALL CLAIMS**

This form must be completed and returned with the Facility Use Permit Application together with a copy of your Certificate of Insurance.

ORGANIZATION: Freedom Middle School
ADDRESS: 3016 S. Ridgeland Berwyn, IL 60402
TELEPHONE: 708-795-5800
DATE (S) OF UTILIZATION: May 31st, 2018

The undersigned shall assume responsibility for and defend at its own expense all claims for personal injury, including but not limited to medical expenses, property damage, and any other type of claim arising for such use; and the undersigned further agrees to pay all costs for losses or damages to Morton College owned land, buildings and equipment. It is further understood that in consideration for being permitted to utilize the facilities of Morton College, I do for myself, my heirs, executors, administrators, assigns, and the organization I represent, hereby release and forever discharge Morton College, its trustees, officers, agents, employees, servants and officials, of and from any and every claim or in equity arising from or by reason of any bodily injury or personal injuries known or unknown, death or property damage resulting or to result from any accident which may occur as a result of this facility utilization.

This release contains the entire agreement between the parties hereto and the terms of this release are contractual and not a mere recital.

I have carefully read the foregoing release and know the contents thereof and sign this release as my own free act.

Authorized Signature: J. J. Al
Organization Title: Principal
Date: 10.23.17



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/6/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 2850 Golf Road Rolling Meadows IL 60008	CONTACT NAME: Katherine Bisceglia	
	PHONE (A/C, No, Ext): 630-285-4059	FAX (A/C, No): 630-285-4062
	E-MAIL ADDRESS: Katherine_Bisceglia@ajg.com	
INSURED Suburban School Cooperative Ins Pool C/O South Berwyn School District #100 3401 South Gunderson Ave. Berwyn IL 60402-2999	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Great American Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1387205503

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SIR - \$250,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		3128229	12/31/2016	12/31/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$200,000 MED EXP (Any one person) \$0 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$1,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> SIR \$250,000			3128229	12/31/2016	12/31/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			3128229	12/31/2016	12/31/2017	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Property (Including Theft) SIR- \$250,000			3128229	12/31/2016	12/31/2017	Blanket Limit: \$1,000,000 Deductible: \$2,500


DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

As per Blanket Additional Insureds - Form #AX0007071998

Morton College is shown as Additional Insured as respects to General Liability coverage as respect to Middle School Graduations held at Morton College.

CERTIFICATE HOLDER

CANCELLATION

Morton College 3801 S. Central Ave Cicero IL 60804	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

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MORTON COLLEGE
Facility Use Permit Application

This form must be completed and returned no less than forty-five (45) days prior to the date for which the facility is requested. Confirmation will be made in writing.

Date: 10/18/17

Name of Organization: Berwyn South SD 100, Heritage Middle School
Address: 10850 W 31st St. Berwyn 60402
Street City Zip Code

Telephone: 708-749-1010 Person to Contact: Allison Boutet or Michelle Hauer

Date(s) Requested: 5/30/18

Time Requested: From: 5:00 PM To: 8:00 PM

(Include one-half hour before and one-half hour after scheduled event).

Facility Requested: Gymnasium & Cafeteria area - to gather students
Purpose of Use: 8th grade promotion

Expected Attendance: 1300

Equipment Requested: 1 podium, 1 mic, stage, video system - ceremony
and stairs

Extent to which refreshments, if any, are to be served: N/A
recorded to you tube again

I (we) agree to comply with all rules and regulations set forth in the Morton College Campus Facilities Rental and Use Procedure.

Authorized Signature: Allison Boutet
Organization Title: Principal

Please send this form to: Director of Physical Plant
Morton College
3801 S. Central Ave.
Cicero, Illinois 60804
(708) 656-8000, Ext. 2221 Fax (708) 656-7679

Date

Stan Fields
President Date

**MORTON COLLEGE
HOLD HARMLESS AGREEMENT
WAIVER AND RELEASE OF ALL CLAIMS**

This form must be completed and returned with the Facility Use Permit Application together with a copy of your Certificate of Insurance.

ORGANIZATION: Berwyn South SD 100
ADDRESS: 3401 Sanderson Ave.
TELEPHONE: 708-795-2300
DATE (S) OF UTILIZATION: 5/30/18

The undersigned shall assume responsibility for and defend at its own expense all claims for personal injury, including but not limited to medical expenses, property damage, and any other type of claim arising for such use; and the undersigned further agrees to pay all costs for losses or damages to Morton College owned land, buildings and equipment. It is further understood that in consideration for being permitted to utilize the facilities of Morton College, I do for myself, my heirs, executors, administrators, assigns, and the organization I represent, hereby release and forever discharge Morton College, its trustees, officers, agents, employees, servants and officials, of and from any and every claim or in equity arising from or by reason of any bodily injury or personal injuries known or unknown, death or property damage resulting or to result from any accident which may occur as a result of this facility utilization.

This release contains the entire agreement between the parties hereto and the terms of this release are contractual and not a mere recital.

I have carefully read the foregoing release and know the contents thereof and sign this release as my own free act.

Authorized Signature: Mary Lane
Organization Title: Berwyn South District 100
Date: 10/20/17

4/12/00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/6/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Arthur J. Gallagher Risk Management Services, Inc.
2850 Golf Road
Rolling Meadows IL 60008

CONTACT NAME: Katherine Bisceglia
PHONE (A/C, No, Ext): 630-285-4059 FAX (A/C, No): 630-285-4062
E-MAIL ADDRESS: Katherine_Bisceglia@ajg.com

INSURER(S) AFFORDING COVERAGE
INSURER A: Great American Insurance Company NAIC # 16691

INSURED
Suburban School Cooperative Ins Pool
C/O South Berwyn School District #100
3401 South Gunderson Ave.
Berwyn IL 60402-2999

INSURER B :
INSURER C :
INSURER D :
INSURER E :
INSURER F :

COVERAGES

CERTIFICATE NUMBER: 1387205503

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SIR - \$250,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		3128229	12/31/2016	12/31/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$200,000 MED EXP (Any one person) \$0 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$1,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> SIR \$250,000			3128229	12/31/2016	12/31/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			3128229	12/31/2016	12/31/2017	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$
A	Property (Including Theft) SIR- \$250,000			3128229	12/31/2016	12/31/2017	Blanket Limit: \$1,000,000 Deductible: \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

As per Blanket Additional Insureds - Form #AX0007071998

Morton College is shown as Additional Insured as respects to General Liability coverage as respect to Middle School Graduations held at Morton College.

CERTIFICATE HOLDER

Morton College
3801 S. Central Ave
Cicero IL 60804

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

MORTON COLLEGE

Facility Use Permit Application

This form must be completed and returned no less than forty-five (45) days prior to the date for which the facility is requested. Confirmation will be made in writing.

Date: 1/24/2018

Name of Organization: Strive Dance Company

Address: 7941 Ogden Ave Lyons, IL 60534

Zip Code

Person to Contact: Victoria Peralta

Date(s) Requested: 5/20, 6/2, 6/3 I am somewhat flexible on these dates if these are not available

To: 4pm, 4pm, 6pm

(Include one-half hour before and one-half hour after scheduled event).

Facility Requested: Jedlicka Theater

Purpose of Use: Dance Studio Photo Day, Dance Studio Dress Rehearsal, Dance Studio Recital

Expected Attendance: 50, 50, 275-300

Equipment Requested: Lighting, Sound Equipment, Microphone, the backstage area & hallway

Extent to which refreshments, if any, are to be served: None

I (we) agree to comply with all rules and regulations set forth in the Morton College Campus Facilities Rental and Use Procedure.

Authorized Signature: Victoria Peralta

Organization Title: Owner

**Please send this form to: Director of Physical Plant
Morton College
3801 S. Central Ave.
Cicero, Illinois 60804
(708) 656-8000, Ext. 2221 Fax (708) 656-7679**

Date

Stan Fields
President

Date

**MORTON COLLEGE
HOLD HARMLESS AGREEMENT
WAIVER AND RELEASE OF ALL CLAIMS**

This form must be completed and returned with the Facility Use Permit Application together with a copy of your Certificate of Insurance.

ORGANIZATION: Strive Dance Company
ADDRESS: 7941 Ogden Ave Lyons, IL 60534
TELEPHONE: 708 595 7253
DATE (S) OF UTILIZATION: 5/20, 6/2, 6/3

The undersigned shall assume responsibility for and defend at its own expense all claims for personal injury, including but not limited to medical expenses, property damage, and any other type of claim arising for such use; and the undersigned further agrees to pay all costs for losses or damages to Morton College owned land, buildings and equipment. It is further understood that in consideration for being permitted to utilize the facilities of Morton College, I do for myself, my heirs, executors, administrators, assigns, and the organization I represent, hereby release and forever discharge Morton College, its trustees, officers, agents, employees, servants and officials, of and from any and every claim or in equity arising from or by reason of any bodily injury or personal injuries known or unknown, death or property damage resulting or to result from any accident which may occur as a result of this facility utilization.

This release contains the entire agreement between the parties hereto and the terms of this release are contractual and not a mere recital.

I have carefully read the foregoing release and know the contents thereof and sign this release as my own free act.

Authorized Signature: Victoria Peralta
Organization Title: Owner
Date: 1/24/2018

4/12/00

MORTON COLLEGE

Facility Use Permit Application

This form must be completed and returned no less than forty-five (45) days prior to the date for which the facility is requested. Confirmation will be made in writing.

Date: 1/24/2018

Name of Organization: Strive Dance Company

Address: 7941 Ogden Ave Lyons, IL 60534

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Person to Contact: Victoria Peralta

Date(s) Requested: 5/20, 6/2, 6/3 I am somewhat flexible on these dates if these are not available

To: 4pm, 4pm, 6pm

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Facility Requested: Jedlicka Theater

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Equipment Requested: Lighting, Sound Equipment, Microphone, the backstage area & hallway

Extent to which refreshments, if any, are to be served: None

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Authorized Signature: Victoria Peralta

Organization Title: Owner

**Please send this form to: Director of Physical Plant
Morton College
3801 S. Central Ave.
Cicero, Illinois 60804
(708) 656-8000, Ext. 2221 Fax (708) 656-7679**

Date

Stan Fields
President

Date

**MORTON COLLEGE
HOLD HARMLESS AGREEMENT
WAIVER AND RELEASE OF ALL CLAIMS**

This form must be completed and returned with the Facility Use Permit Application together with a copy of your Certificate of Insurance.

ORGANIZATION: Strive Dance Company
ADDRESS: 7941 Ogden Ave Lyons, IL 60534
TELEPHONE: 708 595 7253
DATE (S) OF UTILIZATION: 5/20, 6/2, 6/3

The undersigned shall assume responsibility for and defend at its own expense all claims for personal injury, including but not limited to medical expenses, property damage, and any other type of claim arising for such use; and the undersigned further agrees to pay all costs for losses or damages to Morton College owned land, buildings and equipment. It is further understood that in consideration for being permitted to utilize the facilities of Morton College, I do for myself, my heirs, executors, administrators, assigns, and the organization I represent, hereby release and forever discharge Morton College, its trustees, officers, agents, employees, servants and officials, of and from any and every claim or in equity arising from or by reason of any bodily injury or personal injuries known or unknown, death or property damage resulting or to result from any accident which may occur as a result of this facility utilization.

This release contains the entire agreement between the parties hereto and the terms of this release are contractual and not a mere recital.

I have carefully read the foregoing release and know the contents thereof and sign this release as my own free act.

Authorized Signature: Victoria Peralta
Organization Title: Owner
Date: 1/24/2018

4/12/00




CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/25/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

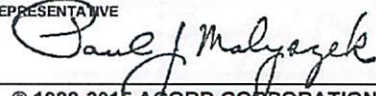
PRODUCER  PAUL MALYSZEK 6247 W 63RD ST CHICAGO, IL 60638		CONTACT NAME: PAUL MALYSZEK PHONE (A/C, No, Ext): 7735860800 E-MAIL ADDRESS: PAUL@PAULAGENT.COM FAX (A/C, No): 7734356587		
INSURED PERALTA, VICTORIA STRIVE DANCE COMPANY 7941 OGDEN AVE LYONS, IL 60534		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: State Farm Fire and Casualty Company		25143
		INSURER B:		
		INSURER C:		
		INSURER D:		
		INSURER E:		
INSURER F:				

OVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

SR	TYPE OF INSURANCE	ADDL SUBR INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			93-GN-M049-5 F	11/01/2017	11/01/2018	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
			GENERAL AGGREGATE \$ 2,000,000				
			PRODUCTS - COMP/OP AGG \$ 2,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						BUSN PROP \$ 10,200
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER MORTON COLLEGE 3801 S CENTRAL AVE CICERO, IL 60804	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

MORTON COLLEGE
Facility Use Permit Application

This form must be completed and returned no less than forty-five (45) days prior to the date for which the facility is requested. Confirmation will be made in writing.

Date: November 15, 2017

Name of Organization: Benedictine University

Address: 5700 College Road Lisle 60532
Street City Zip Code

Telephone: 630-829-6289 Person to Contact: Debra Kaszuba

Date(s) Requested: November 15, 2017

Time Requested: From: 5:30 pm To: 10:30 pm

(Include one-half hour before and one-half hour after scheduled event).

Facility Requested: Classroom with technology

Purpose of Use: Offer Bachelor of Arts in Criminal Justice to AA grads & community members

Expected Attendance: 22

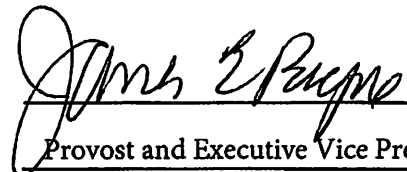
Equipment Requested: Technology needed for classroom, LCD projector or smart board, instructor computer or hookup, MS Office and WiFi with internet access.

Extent to which refreshments, if any, are to be served: Not expected. Participants may bring their own refreshments

I (we) agree to comply with all rules and regulations set forth in the Morton College Campus Facilities Rental and Use Procedure.

Authorized Signature: _____

Organization Title: _____


Provost and Executive Vice President
of Academic Affairs

Please send this form to: Director of Physical Plant
Morton College
3801 S. Central Ave.
Cicero, Illinois 60804
(708) 656-8000, Ext. 2221 Fax (708) 656-7679

Date

Stan Fields
President

Date

**MORTON COLLEGE
HOLD HARMLESS AGREEMENT
WAIVER AND RELEASE OF ALL CLAIMS**

This form must be completed and returned with the Facility Use Permit Application together with a copy of your Certificate of Insurance.

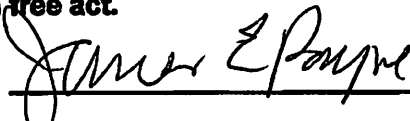
ORGANIZATION: Benedictine University
ADDRESS: 5700 College Rd, GN-218, Lisle, IL 60532
TELEPHONE: (630) 829-6289
DATE (S) OF UTILIZATION: See attached course schedule.

The undersigned shall assume responsibility for and defend at its own expense all claims for personal injury, including but not limited to medical expenses, property damage, and any other type of claim arising for such use; and the undersigned further agrees to pay all costs for losses or damages to Morton College owned land, buildings and equipment. It is further understood that in consideration for being permitted to utilize the facilities of Morton College, I do for myself, my heirs, executors, administrators, assigns, and the organization I represent, hereby release and forever discharge Morton College, its trustees, officers, agents, employees, servants and officials, of and from any and every claim or in equity arising from or by reason of any bodily injury or personal injuries known or unknown, death or property damage resulting or to result from any accident which may occur as a result of this facility utilization.

This release contains the entire agreement between the parties hereto and the terms of this release are contractual and not a mere recital.

I have carefully read the foregoing release and know the contents thereof and sign this release as my own free act.

Authorized Signature:



Organization Title:

Provost and Executive Vice President of Academic Affairs

Date:

11/20/17

4/12/00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/23/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Artex Risk Solutions, Inc. (CB) 2850 Golf Road, 5th Floor Rolling Meadows IL 60008-4050	CONTACT NAME: Christian Brothers Services	
	PHONE (A/C, No, Ext): 800-807-0300 FAX (A/C, No): 630-378-2508	
INSURED CHRIBRO-14 Brothers of the Christian Schools & Affiliates Loc #1048025 BENEDICTINE UNIVERSITY 1205 Windham Parkway Romeoville IL 60446-1679	ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Safety National Casualty Corporation	15105
	INSURER B: Pennsylvania Manufacturers Assoc Ins Co	12262
	INSURER C: Old Republic Insurance Company	24147
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 1459112191

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	N	N	821700 0578617	6/15/2017	6/15/2018	EACH OCCURRENCE \$3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$Included MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$Included GENERAL AGGREGATE \$N/A PRODUCTS - COMP/OP AGG \$Included \$
C	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	MWTB 21543	6/15/2017	6/15/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	SP 4051943	1/1/2018	1/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of coverage for Director of Physical Plant, Morton College, 3801 S Central Avenue, Cicero, IL with regards to campus usage for offsite classes.

CERTIFICATE HOLDER

CANCELLATION

Morton College
Director of Physical Plant
3801 S Centra Avenue
Cicero IL 60804

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

Cheryl Schoepf

From: Carolina Castillo
Sent: Monday, January 22, 2018 3:47 PM
To: Cheryl Schoepf
Subject: RE: Benedictine University March 2018 thru April 2019

Hi Cheryl,

If this is for Benedictine for Criminal Justice, we had said they could use 203D. I already had them booked from 1/17/18 – 2/26/20.

Thanks,

Carolina Castillo

Carolina Castillo
Scheduling Coordinator
Morton College
3801 S. Central Ave
708-656-8000 ext. 2337

From: Cheryl Schoepf
Sent: Monday, January 22, 2018 12:08 PM
To: Carolina Castillo <carolina.castillo@morton.edu>
Subject: Benedictine University March 2018 thru April 2019
Importance: High

1-22-18

Hi Carolina,

I am looking for the following for Benedictine University. Here are the details.

- **Need ONE classroom**
- **Meet every week (Wednesday) 6:00 pm – 10:00 pm (smart classroom with internet access)**
- **For 15-20 students**
- **Starting on March 7th thru April 2019**

Can we work on at least this semester and get this going, and then we can work on the following thru April 2019?

Please get back to me ASAP.

Thanks!
Cheryl

**A RESOLUTION APPROVING AND ADOPTING A NURSING
AFFILIATION AGREEMENT BETWEEN MORTON COLLEGE
AND SINAI HEALTH SYSTEM DEPARTMENTS OF NURSING.**

WHEREAS, Morton College, Community College District No. 527 (“Morton”) is a public agency of the State of Illinois; and

WHEREAS, Morton is created under the provisions of the laws of the State of Illinois and is now operating under the provisions of the Public Community College Act of the State of Illinois (“Act”), as supplemented and amended; and

WHEREAS, the educational program at Morton for Nursing (“Program”) has a clinical component; and

WHEREAS, each student enrolled in the Program must complete the clinical component in order to graduate from the Program; and

WHEREAS, Sinai Health System Departments of Nursing located Mount Sinai Hospital, Schwab Rehabilitation Hospital and Holy Cross Hospital (“Sinai Health”) are healthcare facilities able to provide students a clinical setting to satisfy the clinical component of the Program; and

WHEREAS, Morton desires to enter into an affiliation agreement with Sinai Health, to allow Morton students a clinical setting to satisfy the clinical component of the Program. Said agreement is attached hereto as Exhibit A and is hereinafter referred to as the “Agreement”; and

WHEREAS, Sinai Health desires to enter into the Agreement with Morton to provide Morton students with a clinical setting so that they can satisfy the clinical component of the Program; and

WHEREAS, based on the foregoing, the Board of Trustees of Community College

District No. 527 (the “Board”) has determined that it is in the best interests of Morton to enter into the Agreement, attached hereto as Exhibit A, with Sinai Health.

NOW, THEREFORE, BE IT RESOLVED by the Board that:

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 do hereby incorporate them into this Resolution by reference.

Section 2. Purpose.

The purpose of this Resolution is to authorize the President or his designee to enter into the Agreement with Sinai Health, and to further authorize the President or his designee to take all steps necessary to carry out the terms of the Agreement and to ratify any steps taken to effectuate those goals.

Section 3. Authorization.

The Board hereby authorizes and directs the President or his designee to enter into and approve the Agreement in accordance with its terms, or any modification thereof, and to ratify any and all previous action taken to effectuate the intent of this Resolution. The Board authorizes and directs the President or his designee to execute the Agreement, with such insertions, omissions and changes as shall be approved by the President and the Attorney. The Board further authorizes the President or his designee to execute any and all additional documentation that may be necessary to carry out the intent of this Resolution. The President or his designee is hereby authorized and directed to execute, and the Morton Board Secretary is hereby authorized and directed to attest and countersign the Agreement and any and all such other documents as may be necessary to carry out and effectuate the purpose of this Resolution.

Section 4. Renewal.

Unless this Resolution is repealed by a majority vote of the Board, the President is authorized and directed to renew the Agreement on substantially the same terms upon the expiration of the Agreement, or terminate the Agreement, whichever is in the best interests of Morton.

Section 5. Headings.

The headings of the articles, sections, paragraphs, and sub-paragraphs of this Resolution are inserted solely for the convenience of reference and form no substantive part of this Resolution nor should they be used in any interpretation or construction of any substantive provision of this Resolution.

Section 6. Severability.

The provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute, or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable, and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid, and in full force and effect.

Section 7. Superseder.

All code provisions, ordinances, resolutions, rules, and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

Section 8. Effective Date.

This Resolution shall be effective and in full force immediately upon passage and approval.

Passed by a vote of ___ ayes and ___ nays at a Regular Meeting of the Board of Trustees held this 26th day of February, 2018.

Frank Aguilar
Chair, Board of Trustees
Illinois Community College District No. 527

Attest:

Jose Collazo
Secretary, Board of Trustees
Illinois Community College District No. 527

EXHIBIT A

CLINICAL AFFILIATION AGREEMENT
SCHOOLS OF NURSING & HEALTH CAREERS

THIS **CLINICAL AFFILIATION AGREEMENT** is entered into as of the 31st day of July, 2018, by and between the Sinai Health System Departments of Nursing located at Mount Sinai Hospital, Schwab Rehabilitation Hospital and Holy Cross Hospital ("Facility") and Morton College ("School").

WHEREAS, School desires to utilize Facility for the purpose of providing practical learning and clinical experiences for nursing and health career education ("Clinical Education Program" or "Program") in connection with students of School and to establish and operate a Clinical Education Program at Facility.

WHEREAS, it is to the mutual benefit of both School and Facility that students have opportunities for clinical education and, whenever feasible, joint research activities pursuant to the Clinical Education Program.

NOW, THEREFORE, it is understood and agreed to by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES

1. School shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to Facility only those students who have satisfactorily completed the prerequisite didactic portion of School's curriculum. School will provide Facility a statement of the philosophy and objectives of the Nursing or Health Careers Department and a current course description as set forth in School's catalog.

2. School shall require that each student participating in the Program at Facility carry health insurance. Proof of health insurance will be kept on file by the School and will be made available upon request to the Facility.

3. School shall procure and maintain at its expense at all times during the term of the Agreement and on an occurrence basis if possible professional and commercial general liability insurance or self insure, to cover School, its officers, agents, faculty and employees in the minimum amount of \$1 million per occurrence and \$3 million in annual aggregate. In addition, School shall ensure that each student participating in the Program either maintains or is covered by the School's professional liability insurance in the minimum amounts of \$1 million per occurrence and \$3 million in annual aggregate on an occurrence basis. School shall provide evidence of such coverage to Facility upon execution of this Agreement and annually thereafter. Each policy of insurance shall require thirty (30) days advance notice to Facility prior to any material change in or termination of such coverage, and if commercially purchased shall be issued by one or more insurance companies rated "A" or better. Facility should be named as an additional insured on such policies. Should any of the above insurance requirements be met

through the provision of coverage on a “claims-made” basis, School and/or student, as applicable, shall purchase an extended reporting period endorsement such that occurrences arising out of the clinical experience under this Agreement which give rise to claims made after the expiration or termination of this Agreement shall be covered.

4. School shall designate one of its faculty to coordinate the Program on behalf of School and act as the liaison to Facility. The assignment to be undertaken by the students participating in the Clinical Education Program will be mutually arranged by the parties and a continuous exchange of information will be maintained by on-site visits when practical and by letter, e-mail or telephone otherwise. School faculty is responsible for supervising the students while at Facility. School shall assign faculty members who are licensed to practice nursing or the appropriate health career in Illinois to instruct and supervise students while on rotation at Facility. On-site instruction and supervision is required at all times with the exception of leadership role transition “Capstone” programs. Off-site supervision for Capstone students is considered and granted on an individual basis. The off-site supervision plan is listed on the Scope of Service Document of the Schools of Nursing and Health Careers Affiliation Addendum which is attached hereto and incorporated in this Agreement (“Addendum”).

5. School shall inform each student that he or she will be required to sign a statement during orientation at Facility agreeing to certain specific terms of the assignment to Facility. The student statement form is attached hereto as Exhibit A and made a part hereof.

6. Subject to the applicable terms and conditions and limitations of the Illinois Court of Claim Act and/or the State of Illinois Employee Indemnification Act, School shall indemnify, defend and hold Facility and its affiliates, subsidiaries or successors, now existing or hereinafter created, and each of their respective officers, directors, agents, employees and staff (collectively, “Facility Indemnitees”) harmless from any and all claims, demands, losses, damages, liabilities, costs, judgments, settlements and charges, including reasonable attorneys’ fees, arising out of or in any way related to the acts or omissions of School or its officers, directors, agents, faculty and employees proximately connected to the operation of the clinical experience program under this Agreement, including, but not limited to, injury of persons or property. This indemnification obligation shall survive any termination of this Agreement and is in addition to School’s obligation to maintain insurance pursuant to paragraph 3 hereof.

7. School and its faculty and students providing services hereunder shall, to the extent relevant, comply with The Joint Commission or other accrediting entity standards and, upon request of Facility, shall cooperate in any survey conducted by The Joint Commission or a similar accrediting body at Facility.

8. School shall immediately notify Facility if any of its participating faculty or students are excluded from, or otherwise sanctioned by, any federal or state healthcare plan or program. Further, School shall notify each student prior to his/her arrival that he/she is responsible for:

- (a) Following all administrative and clinical policies, standards, and practices of the Facility.

- (b) Obtaining medical care at his/her own expense for any injuries sustained as a direct or indirect result of their affiliation with the Facility.
- (c) His/her own transportation and living arrangements.
- (d) Reporting to the Facility on time and following all established policies and procedures during the regularly scheduled operating hours of the Facility.
- (e) Conforming to the standards and practices established by the School while functioning at the Facility.
- (f) Obtaining prior written approval of the Facility and the School before publishing any material relating to the clinical learning experience.
- (g) Meeting the personal, ethical and professional standards required of employees of the Facility and consistent with the applicable professional Code of Ethics and the applicable standards of The Joint Commission.

9. School will adhere to the requirements, policies and procedures described in the Facility's Schools of Nursing and Health Careers Affiliation Addendum attached hereto and incorporated into this Agreement, including, but not limited to, ensuring that prior to the student's rotation at Facility the student has completed the health screen, drug testing and criminal background check as described in the Addendum.

B. FACILITY RESPONSIBILITIES/RIGHTS

1. Facility shall make the appropriate facilities available to School and its students in order to provide a supervised clinical experience to students in the program. Such facilities shall include an environment conducive to learning as intended by the terms of this Agreement and conforming to customary Facility procedures.

2. Facility may, upon consultation with School, cancel the clinical placement of any student whose performance is unsatisfactory, whose personal characteristics prevent desirable relationships within Facility or whose health status is a detriment to the student's successful completion of the Clinical Education Program. Facility shall provide a written record of the cancellation to School following the consultation.

3. Facility may immediately remove any student or member of School's faculty from its premises for behavior that Facility, in its sole discretion, deems to be an immediate threat to the health or welfare of Facility or its patients, employees, staff or visitors or hospital operations. In such event, Facility shall notify School of its actions as soon as practicable thereafter. Facility shall have no obligation to School or any student or faculty member summarily removed pursuant to this section.

4. In the event any student or School faculty becomes ill, injured or is improperly exposed to hazardous materials while on Facility's premises, Facility shall, upon the request of such student or faculty or as is appropriate in an emergency, provide or arrange for the provision of necessary immediate or emergent care. However, all students or faculty who receive medical care on Facility's premises shall be responsible for the cost of such care unless the law or Facility's policies provides otherwise.

5. Facility shall designate and submit in writing to School, the name of a person to be responsible for the Clinical Education Program at Facility. That person shall be called Coordinator of Clinical Education, and shall maintain contact with School's designated liaison to assure mutual participation in and oversight of the Program.

6. Facility shall notify School in writing of any change of the Coordinator of Clinical Education.

7. Facility shall provide a planned, supervised program of clinical experience as specified in the most recent outline of the Clinical Education Program as agreed to by the parties.

8. Facility shall, on reasonable advance request, permit School or any agencies responsible for approving School or accrediting its curriculum to inspect Facility's clinical facilities, services available for clinical experiences, students' records, and such other items reasonably pertaining to the Clinical Education Program.

9. Facility shall, at the commencement of a student's placement, provide the student with an orientation of Facility and its administrative policies, rules, regulations, standards and practices relevant to the clinical placement.

10. Facility shall provide each student with a name tag identifying him or her as a student of School, which name tag shall be worn at all times when Student is participating in the Program at Facility's premises.

C. JOINT RESPONSIBILITIES

1. The beginning dates and length of the Program shall be agreed upon by the parties.

2. The period of time for each student's clinical education shall be agreed upon at least one month before the beginning of the Clinical Education Program.

3. The number of students eligible to participate in the Clinical Education Program shall be agreed to by the parties and may be altered by agreement. Facility reserves the right, in its sole discretion, to limit the number of students participating in the Clinical Education Program at any one time.

4. Neither party shall discriminate against a student considered for or enrolled in the Program on the basis of race, religion, sex, sexual orientation, national origin, ancestry, age, marital status, physical or mental disability unrelated to the ability to participate in the Program, or unfavorable discharge from the military service. In addition, the parties shall comply with all applicable laws, statutes and ordinances and all amendments thereto relating to the performance of services hereunder. These include: all federal, state or local statutes, laws, ordinances or regulations relating to conditions of employment, including without limitation, Title VII of the Civil Rights Act of 1964, Age Discrimination in Employment Act, Employee Retirement Income Security Act, Rehabilitation Act of 1973, Family Medical and Leave Act, the Fair Labor Standards Act, the Immigration and Reform Control Act of 1986, National Labor Relations Act, the American with Disabilities Act, Executive Order 11246, Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 USC §4212, and applicable requirements of 41 CFR, §§ 60-1.4(a)(7), 60-250.5 and 60-741.5; all laws relating to safety and health in the workplace, including without limitation, Occupational Safety and Health Act of 1970; all laws relating to the payment of employee and employer taxes for and on behalf of employees, including without limitation, Internal Revenue Code, Illinois Unemployment Insurance Act, Illinois Worker's Compensation Act, and all applicable home rule taxes; and all laws relating to the delivery of health care, including without limitation, Medicare and Medicaid, False Claims Act, Fraud and Abuse amendments and Health Insurance Portability and Accountability Act.

5. Methods for evaluating the clinical experience of the students will be agreed to by the parties. Regular communication will be maintained by appropriate School and Facility staff for the purpose of reviewing and evaluating current clinical experiences being offered to students.

6. The parties shall assist one another in maintaining the standards necessary for School or its Clinical Education Program to be and remain eligible for accreditation by the appropriate agency or body

D. TERM AND TERMINATION

The term of this Agreement will commence on the effective date above and terminate on July 31, 2020. Either party to this Agreement may terminate the Agreement earlier without cause upon thirty (30) days prior written notice to the other party.

E. NOTICES

All notices required under this Agreement must be sent by registered or certified mail properly addressed, postage pre-paid, return receipt requested or by electronic, expedited or personal delivery to the addresses provided by the parties from time to time. For notices sent to Facility, copies must also be sent to General Counsel, Sinai Health System, California Avenue at 15th Street, Suite F104, Chicago, Illinois 60608.

F. CONFIDENTIALITY/HIPAA

1. In the course of providing services hereunder, the parties may gain access to certain information that is either confidential or proprietary in nature, unauthorized disclosure of which could cause irreparable damage to either party. The parties therefore agree that all confidential or proprietary information, including patient or student information, is “Confidential” and shall remain so during the term of this Agreement and thereafter. Each party agrees that they will hold in strict confidence and will cause their respective employees, staff, faculty and students not to use or disclose to any other person, firm, corporation or other entity, any Confidential information about one another and their respective employees, agents, patients or students except with the prior written authorization of the affected party, patient or patient’s representative or student.

2. Each party agrees to comply with all relevant rules and regulations of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and to cause their respective officers, directors, employees, agents and students to comply with such rules and regulations. This Agreement shall be amended if necessary to fully comply with any and all amendments to HIPAA’s rules and regulations and if the parties cannot agree on such amendments that, in Facility’s reasonable opinion, would bring this Agreement into full HIPAA compliance or if any party determines that compliance would be too costly, then this Agreement may be terminated by that party.

G. INDEPENDENT CONTRACTORS

In the performance of all work, duties and obligations hereunder, School and Facility are at all times acting as independent contractors and neither of them nor their respective employees, students, faculty or staff shall be or claim to be the employee, agent, servant or joint employee of the other, for any purpose whatsoever. In particular, Facility shall not owe or be required to pay to or on behalf of any School staff or student any compensation in the nature of salary, vacation, disability or other benefits and insurance, including, without limitation, the payment or withholding of federal or state employment taxes, and/or workers’ compensation, and/or unemployment taxes, insurance and/or benefits.

H. ADDITIONAL TERMS

1. Entire Agreement/Modifications. This document, including all attachments and the Addendum, shall be the entire understanding and agreement between the parties with respect to the subject matter set forth herein, and all prior agreements, understandings, covenants, promises, warranties, and representations, oral or written, not incorporated herein, are superseded hereby.

2. Amendments and Waivers. This Agreement may not be amended, modified, altered, supplemented or changed in any way and no provision may be waived except in writing, signed by the parties and attached hereto as an amendment. Facility may update the Addendum from time to time and any such update will be provided to School and shall be effective upon receipt.

3. Assignment. Neither School nor Facility may assign this Agreement, in whole or in part, without the prior written consent of the other party, except that Facility may assign this agreement to any of its corporate affiliates now existing or organized in the future.

4. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to its conflict of laws provisions.

IN WITNESS WHEREOF, the parties have caused this Clinical Affiliation Agreement to be executed by their duly authorized officers, all on the day and year first set forth above.

(Facility)

(School)

By:_____

By:_____

Its:_____

Its:_____

Date:_____

Date:_____

**A RESOLUTION APPROVING AND ADOPTING A NURSING
AFFILIATION AGREEMENT BETWEEN MORTON COLLEGE
AND NORWOOD CROSSING.**

WHEREAS, Morton College, Community College District No. 527 (“Morton”) is a public agency of the State of Illinois; and

WHEREAS, Morton is created under the provisions of the laws of the State of Illinois and is now operating under the provisions of the Public Community College Act of the State of Illinois (“Act”), as supplemented and amended; and

WHEREAS, the educational program at Morton for Nursing (“Program”) has a clinical component; and

WHEREAS, each student enrolled in the Program must complete the clinical component in order to graduate from the Program; and

WHEREAS, Norwood Crossing (“Norwood”) is a healthcare facility able to provide students a clinical setting to satisfy the clinical component of the Program; and

WHEREAS, Morton desires to enter into an affiliation agreement with Norwood, to allow Morton students a clinical setting to satisfy the clinical component of the Program. Said agreement is attached hereto as Exhibit A and is hereinafter referred to as the “Agreement”; and

WHEREAS, Norwood desires to enter into the Agreement with Morton to provide Morton students with a clinical setting so that they can satisfy the clinical component of the Program; and

WHEREAS, based on the foregoing, the Board of Trustees of Community College District No. 527 (the “Board”) has determined that it is in the best interests of Morton to enter into the Agreement, attached hereto as Exhibit A, with Norwood.

NOW, THEREFORE, BE IT RESOLVED by the Board that:

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 do hereby incorporate them into this Resolution by reference.

Section 2. Purpose.

The purpose of this Resolution is to authorize the President or his designee to enter into the Agreement with Norwood, and to further authorize the President or his designee to take all steps necessary to carry out the terms of the Agreement and to ratify any steps taken to effectuate those goals.

Section 3. Authorization.

The Board hereby authorizes and directs the President or his designee to enter into and approve the Agreement in accordance with its terms, or any modification thereof, and to ratify any and all previous action taken to effectuate the intent of this Resolution. The Board authorizes and directs the President or his designee to execute the Agreement, with such insertions, omissions and changes as shall be approved by the President and the Attorney. The Board further authorizes the President or his designee to execute any and all additional documentation that may be necessary to carry out the intent of this Resolution. The President or his designee is hereby authorized and directed to execute, and the Morton Board Secretary is hereby authorized and directed to attest and countersign the Agreement and any and all such other documents as may be necessary to carry out and effectuate the purpose of this Resolution.

Section 4. Renewal.

Unless this Resolution is repealed by a majority vote of the Board, the President is authorized and directed to renew the Agreement on substantially the same terms upon the expiration of the Agreement, or terminate the Agreement, whichever is in the best interests of

Morton.

Section 5. Headings.

The headings of the articles, sections, paragraphs, and sub-paragraphs of this Resolution are inserted solely for the convenience of reference and form no substantive part of this Resolution nor should they be used in any interpretation or construction of any substantive provision of this Resolution.

Section 6. Severability.

The provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute, or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable, and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid, and in full force and effect.

Section 7. Superseder.

All code provisions, ordinances, resolutions, rules, and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

Section 8. Effective Date.

This Resolution shall be effective and in full force immediately upon passage and approval.

[INTENTIONALLY BLANK]

Passed by a vote of ___ ayes and ___ nays at a Regular Meeting of the Board of Trustees held this 26th day of February, 2018.

Frank Aguilar
Chair, Board of Trustees
Illinois Community College District No. 527

Attest:

Jose Collazo
Secretary, Board of Trustees
Illinois Community College District No. 527

EXHIBIT A

Standard Clinical Affiliation Agreement

(Revised)

2017

This agreement is designed for use as a standardized form. Parties should call one another's attention to any specific changes made or proposed to be made to the template, to ensure an accurate, common understanding of their agreement.

**AFFILIATION AGREEMENT
BETWEEN
MORTON COLLEGE AND**

Norwood Crossing

THIS AGREEMENT (the "Agreement") is entered into this 17th day of November, 2017 by, and between Norwood Crossing ("the Facility") and Morton College ("the School").

WHEREAS, the School desires to utilize various Facility sites (Exhibit A) that may be available for the purpose of providing practical learning and clinical experiences (see Exhibit B for a list of programs and Exhibit C for program-specific requirements) in connection with students of the School.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The School shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the School's curriculum.

2. Student professional liability insurance.

(i) State Colleges and Universities

If the School is a state college or university, the School shall require students participating in the practicum to maintain and, the School shall provide proof to the Facility, of a personal student professional liability insurance policy of at least One Million Dollars (\$1,000,000.00) per occurrence or claim and Three Million Dollars (\$3,000,000.00) in the aggregate covering the acts of such student while participating in the program at the Facility.

(a) **General Liability:** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party.

(b) Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

(c) Provided further, in the event required insurance coverage is not provided or is canceled, the Facility may terminate the placement of the student.

(ii) Other Colleges and Universities

Unless otherwise specified in Exhibit C, the School shall require students participating in the practicum to maintain, and the School shall provide proof to the Facility of, a personal student professional liability insurance policy of at least One Million Dollars (\$1,000,000.00) per occurrence or claim and Three Million Dollars (\$3,000,000.00) in the aggregate; and general liability coverage of at least One Million Dollars (\$1,000,000) per occurrence or claim and Two Million Dollars (\$2,000,000) in the aggregate covering the acts of such student while participating in the program. Such insurance coverage must be placed with an insurance carrier acceptable to the facility. Certificates of insurance evidencing coverage as specified above must be produced prior to student participation in the program. The School shall require students participating in the program to maintain comprehensive health insurance. In the event required insurance coverage is not provided or is canceled, the Facility may terminate the placement of the student.

3. Designation of liaison to Facility; communications relating to clinical placements.

The School will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical, and by letter or telephone in other instances.

The School shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. Evidence of student certifications, vaccinations, etc. Where applicable, the School shall provide evidence that student has met all requirements of CPR certification, hepatitis B vaccination, and OSHA compliance for prevention of transmission of blood borne pathogens and TB. Also influenza vaccination.

5. Criminal background check and drug screen compliance. Where applicable, a criminal background check and drug screen, as specified in Exhibit C, and as required by and acceptable to the Facility, are required of each placed student prior to participation in the clinical rotation. It is the School's responsibility to ensure that the background check and drug screening have been completed and that students with unacceptable results will not participate at sites where students with such results are forbidden by policy.

6. School notices to students. The School shall notify each student prior to his/her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his/her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation and living arrangements.

(d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.

(e) Conform to the standards and practices established by the School while functioning at the Facility.

(f) Obtain prior written approval of the Facility and the School before publishing any material relating to the clinical learning experience.

(g) Meet the personal, ethical and professional standards required of employees of the Facility and consistent with the applicable professional Code of Ethics and the applicable standards of JCAHO and/or other relevant accrediting or regulatory bodies.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised clinical experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the School in order to provide supervised clinical experiences to students. Such facilities shall include an environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the School and, during periods of clinical assignment, students will be subject to all rules and regulations of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility.

3. Patient care. While at the Facility, students are not to replace the Facility staff, and are not to render service except as identified for educational value and delineated in the jointly planned educational experiences. Any such direct contact between a student and a patient shall be under the proximate supervision of a member of the staff of the Facility. The Facility shall at all times remain responsible for patient care.

4. Emergency treatment of students. Emergency outpatient treatment will be available to students while in the hospital for clinical training in case of accident or illness. In case of emergency at a non-hospital site, standard procedure will be followed. It is the student's responsibility to bear the cost of the emergency treatment.

5. Designation of liaison to School; communications relating to clinical placements. The Facility shall designate a liaison responsible for coordinating the clinical placements. That person shall maintain contact with the School's designated liaison person to assure mutual participation in and surveillance of the clinical program. The Facility shall notify the School in writing of any change or proposed change of the person(s) responsible for coordinating the clinical placements.

6. **Identity and credentials of Facility supervising personnel.** The Facility shall designate and submit in writing to the School, the name and professional and academic credentials of the individual(s) overseeing student(s) experiences.

7. **School tour of Facility.** The Facility shall, on reasonable request and subject to legal restrictions regarding patient health information, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the School and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

8. **Provision of relevant Facility policies.** The Facility shall provide the student(s) and the School the Facility's administrative policies, standards and practices relevant to the clinical placement.

9. **FERPA compliance.** The Facility shall comply with the applicable provisions of the Family Educational Rights and Privacy Act of 1974, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the School's students who train at the Facility pursuant to this agreement.

C. OTHER RESPONSIBILITIES:

1. **Compliance with patient privacy laws.** The School agrees to abide by and require that its faculty and students abide by all applicable state and federal laws, rules and regulations regarding patient privacy, including but not limited to, the Standards for Privacy of Individually Identifiable Health Information as required under the Health Insurance Portability and Accountability Act (HIPAA). Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of patient information and the use of all such information. The parties will notify one another if there are known breaches of this confidentiality. If during the term of this Agreement, the Department of Health and Human Services, Office of Civil Rights or any other empowered federal or state agency, court or administrative tribunal determines that the School or any other educational institution similar to the School is a Business Associate ("**Business Associate**"), as described in the federal privacy regulations, the School shall, upon a date mutually agreed by the parties, abide by the conditions and requirements as stated in Exhibit D through the remainder of the term of this Agreement.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the School and the Facility. The beginning dates and length of experience shall be mutually agreed upon by the School and the Facility.

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined and may be changed by mutual agreement of the parties. Notwithstanding the foregoing, the Facility and the School agree and understand that the availability of clinical placements at Facility during the term of

this Agreement may periodically be affected by a variety of factors. In such event, Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the School and adequate time for the School to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the School who are similarly displaced from other clinical affiliates of the School to the extent that clinical space is available at the Facility.

4. Evaluation of students' clinical experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the School and the Facility. Appropriate School and the Facility staff will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The School has the right to remove a student from a clinical education program. The School shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its patients, staff members, visitors, or operations. In such event, the Facility shall notify the School in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the School in writing of the reasons for the removal and shall consult with the School before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for three (3) years, to commence on 12/1/18 and terminate on 12/1/21. Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.
2. **Additional insurance coverage.** Any additional applicable insurance coverage requirements shall be set out by the parties in Exhibit C to this agreement.

3. **Qualifications of School faculty.** The School represents and warrants that relevant faculty members are appropriately certified and/or licensed. The School will provide the Facility with copies of evidence of certifications or licensures.

4. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

5. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

6. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

7. **Non-Discrimination.** The parties hereto shall abide by the requirements of Executive Order 11246, 42 U.S.C. Section 2000d and the regulations thereto, as may be amended from time to time, the Illinois Human Rights Act, and the Rules and Regulations of the Illinois Department of Human Rights. There shall be no unlawful discrimination or treatment because of race, color, religion, sex, national origin, ancestry, military status, sexual orientation or handicap in the employment, training, or promotion of students or personnel engaged in the performance of this Agreement.

8. **Employment status.** No assigned student or School faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any fringe benefits, Worker's Compensation, disability benefits or other rights normally afforded to employees of the Facility.

9. **Notice to Parties.** Any notice, demand or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the School, by notifying the Facility, and in the case of the Facility, by notifying the School:

If to the Facility:

Norwood Crossing
6016 N. NINA Ave
Chicago IL 60631
ATTN: Administrator

Fax: 773-631-4850

With a Copy to:

Facility Legal Counsel at:

If to the School:

Stanley Fields, President
Morton College
3801 S. Central Avenue
Attention: Stanley Fields
Phone:: (708) 656-8000

Maureen McGuire
Anderson Rasor + Partners LLP
100 S. Wacker Drive
Suite 1000
Chicago IL 60606

With a Copy to:

The School Legal Counsel at:
DelGaldo Law Group, LLC
1441 S. Harlem Ave.
Berwyn, IL 60402

or to such other addresses as the parties may specify in writing from time to time.

10. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

11. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

12. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns, executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

13. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the School and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

14. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Norwood Crossing
Facility Name

Catherine Kottl

Administrator

Catherine Kottl

Title: _____

Date: 1/25/18

Morton College
School Name

President

Title: _____

Date: _____

EXHIBIT A

[INSERT NAME/LOCATION OF FACILITY SITES]

Norwood Crossing

6016 N. Nina
Chicago, IL 60631

EXHIBIT B

[INSERT LIST OF PROGRAMS]

Career Ladder Nursing

EXHIBIT C

PROGRAM SPECIFIC REQUIREMENTS

(Each program shall have its own program specific requirement checklist)

Facility: _____

School: _____

Program: _____

Facility requires:

	Yes	No
1. Proof of student professional and general liability insurance (paragraph A.2)	X	<input type="checkbox"/>
2. Proof of comprehensive health insurance (paragraph A.2)	X	<input type="checkbox"/>
3. Verification that students have met requirements for: (paragraph A.4)	X	<input type="checkbox"/>
a. Negative annual TB test or chest x-ray	X	<input type="checkbox"/>
b. Rubella, Rubeola and Mumps with proof of immunization or titer	X	<input type="checkbox"/>
c. Varicella with proof of immunization or titer	X	<input type="checkbox"/>
d. Hepatitis B with proof of disease/immunization or immunity by titer	X	<input type="checkbox"/>
e. Current American Heart Association Healthcare Provider CPR card	X	<input type="checkbox"/>
f. OSHA compliance for prevention of transmission of blood born pathogens and TB	X	<input type="checkbox"/>
g. Other _____		<input type="checkbox"/>
4. Criminal background check (paragraph A.5) If yes, type of check _____	<input type="checkbox"/>	<input type="checkbox"/>
5. Drug screen (paragraph A.5) If yes, type of screening _____	<input type="checkbox"/>	<input type="checkbox"/>
6. Acceptance of faith-based provision addendum (if included)	<input type="checkbox"/>	<input type="checkbox"/>
7. Evidence of relevant faculties' certifications or licensures (paragraph E.3)	X	<input type="checkbox"/>
8. Additional insurance coverage (paragraph E.2) If yes, type of insurance and coverage required _____	<input type="checkbox"/>	<input type="checkbox"/>
9. Other _____	<input type="checkbox"/>	<input type="checkbox"/>

School requires:

1. Copy of relevant Facility policies (paragraph B.8)	<input type="checkbox"/>	<input type="checkbox"/>
2. Evidence of academic credentials, certifications and licensures of individual(s) overseeing student(s) experiences (paragraph B.6)	<input type="checkbox"/>	<input type="checkbox"/>
3. Other _____	<input type="checkbox"/>	<input type="checkbox"/>

EXHIBIT D

Confidentiality of Protected Health Information

1. Definitions

The following definitions apply to this Exhibit to the Agreement.

- a. Business Associate. "Business Associate" shall mean ("The School").
- b. Facility. "Facility" shall mean ("Berwyn Public Health District")
- c. Individual. "Individual" shall refer to a patient and have all the same meaning as the term "individual" in 45 CFR §164.501 and shall include a person who qualifies as a personal representative in accordance with 45 CFR §164.502(g).
- d. Privacy Rule. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.
- e. Protected Health Information. Protected Health Information ("PHI") shall have the same meaning as the term "PHI" in 45 CFR §164.501, limited to the information created or received by Business Associate from or on behalf of Facility.
- f. Required By Law. "Required By Law" shall have the same meaning as the term "required by law" in 45 CFR §164.501.
- g. Secretary. "Secretary" shall mean the Secretary of the Department of Health and Human Services or his designee.
- h. Capital Terms. All other capital terms referenced herein shall bear the meaning ascribed thereto in the Agreement.

2. Obligations of Business Associate

- a. Business Associate agrees to not use or disclose PHI other than as permitted or required by the Agreement or as Required By Law.
- b. Business Associate agrees to use appropriate safeguards to prevent use or disclosure of the PHI other than as provided for by the Agreement.
- c. Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of the requirements of the Agreement.
- d. Business Associate agrees to report to the Facility any use or disclosure of the PHI not provided for by the Agreement of which it becomes aware.
- e. Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides PHI received from, or created or received by Business Associate on behalf of the Facility, agrees to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information.
- f. If Business Associate obtains PHI in a Designated Record Set, Business Associate shall provide access, at the request of the Facility, and in the mutually agreed time and manner, to any such PHI

in a Designated Record Set, to the Facility or, as directed by the Facility, to an Individual in order to meet the requirements under 45 CFR §164.524.

g. If Business Associate obtains PHI in a Designated Record Set, Business Associate agrees to make any amendment(s) to PHI in a Designated Record Set that the Facility directs or agrees to pursuant to 45 CFR §164.526 at the request of the Facility or an Individual, and in the mutually agreed time and manner.

h. Business Associate agrees to make internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of the Facility, available to the Facility or to the Secretary, in a mutually agreed time and manner or as designated by the Secretary, for purposes of the Secretary determining the Facility's compliance with the Privacy Rule.

i. Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for the Facility to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR §164.528.

j. Business Associate agrees to provide to the Facility or an Individual, in a mutually agreed time and manner, PHI obtained in accordance with this Agreement, to permit the Facility to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR §164.528.

3. **Permitted Uses and Disclosures by Business Associate** Except as otherwise limited in the Agreement, Business Associate may use or disclose PHI to perform functions related to the clinical portion of the Program under the Affiliation Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by the Facility or the minimum necessary policies and procedures of the Facility.

4. **Obligations of the Facility and Provisions for the Facility to Inform Business Associate of Privacy Practices and Restrictions if Relevant to Business Arrangement**

a. The Facility shall notify Business Associate of any limitation(s) in its notice of privacy practices of Facility in accordance with 45 CFR §164.520, to the extent that such limitation may affect Business Associate's use or disclosure of PHI.

b. The Facility shall notify Business Associate of any changes in, or revocation of, permission by Individual to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.

c. The Facility shall notify Business Associate of any restriction to the use or disclosure of PHI that the Facility has agreed to in accordance with 45 CFR §164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.

5. **Permissible Requests by the Facility.** The Facility shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by the Facility.

6. **Term and Termination**

a. **Term.** The obligations of this Attachment shall be effective upon the same date as the Effective date of the Agreement and shall continue until all PHI provided by Facility to Business Associate, or created or received by Business Associate on behalf of the Facility, is destroyed or returned to Facility. If it is infeasible to return or destroy PHI, all protections are extended to such PHI, in accordance with the termination provisions in this Section of the Attachment.

b. Termination for Cause. Upon the Facility's knowledge of a material breach of this Attachment by Business Associate, the Facility shall either:

(i) Provide an opportunity for Business Associate to cure the breach or end the violation and terminate the Agreement if Business Associate does not cure the breach or end the violation within the time specified by and to the satisfaction of the Facility;

(ii) Immediately terminate the Agreement if Business Associate has breached a material term of this Agreement and cure is not possible; or

(iii) If neither termination nor cure is feasible, the Facility shall report the violation to the Secretary.

c. Except as provided in Section 7 of this Attachment, upon termination of the Agreement, for any reason, Business Associate shall return or destroy all PHI received from the Facility, or created or received by Business Associate on behalf of the Facility. If Business Associate destroys all or some of the PHI, Business Associate shall deliver to the Facility an authorized and executed Affidavit, attesting to the facts of such destruction.. Business Associate shall retain no copies of the PHI. This subsection shall also apply to PHI that is in the possession of subcontractors or agents of Business Associate

d. In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to the Facility notification of the conditions that make return or destruction infeasible. Upon mutual agreement between Business Associate and the Facility, that return or destruction of PHI is infeasible, Business Associate shall extend the protections of this Attachment to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI.

7. Interpretation. Any ambiguity in this Attachment shall be resolved to permit the Facility to comply with the Privacy Rule.



HIGHER LEARNING COMMISSION

230 South LaSalle Street, Suite 7-500
Chicago, IL 60604-1411
Ph: 312.263.0456 | Fax: 312.263.7462

INVOICE

Invoice Date: 1/10/2018

Invoice Number: E18397

Morton College
Dr. Stanley Fields,
President
3801 S. Central Avenue
Cicero IL 60804

Your Account Number: A1127

Customer PO:

Quantity	Description	Price	Total
1	Focused Visit - Base Fee A visit focused on determining the extent of Bord engagement with policy development; professional development plan for the president; participatory governance; and a comprehensive internal	\$3,300.00	\$3,300.00

TOTAL INVOICE: \$3,300.00

A second invoice will follow within 90 days
representing the team expenses. Please refer to
the Commission's dues and fess schedule for
further info.

PAYMENTS: \$0.00

TOTAL DUE: \$3,300.00

Payment due upon receipt of invoice

Contact us at finance@hlcommission.org 144

Melissa Mollett

From: Stan Fields
Sent: Wednesday, February 14, 2018 11:39 AM
To: Melissa Mollett
Cc: Maria Anderson; Blanca E Jara
Subject: Fwd: BDC Invoice
Attachments: 2018_01_29_11_13_25.pdf; ATT00001.htm

Ok

Begin forwarded message:

From: Blanca E Jara <blanca.jara@morton.edu>
Date: February 14, 2018 at 11:19:12 AM CST
To: Stan Fields <stan.fields@morton.edu>
Cc: Maria Anderson <maria.anderson@morton.edu>, Melissa Mollett <melissa.mollett@morton.edu>
Subject: BDC Invoice

Stan,

Can you please approve the BDC membership invoice to be placed on the board agenda?

Thank you!

Blanca Jara
Director of Public Relations & Community Outreach
Morton College
3801 S. Central Ave.
Cicero, IL 60804
Office (708) 656-8000, Ext 2216

The information contained in this e-mail and any accompanying documents is intended for the sole use of the recipient to whom it is addressed, and may contain information that is privileged, confidential, and prohibited from disclosure under applicable law. If you are not the intended recipient, or authorized to receive this on behalf of the recipient, you are hereby notified that any review, use, disclosure, copying, or distribution is prohibited. If you are not the intended recipient(s), please contact the sender by e-mail and destroy all copies of the original message. Thank you.

**Berwyn Development Corporation**

3322 South Oak Park Avenue, 2nd Floor

Berwyn, IL 60402

(708) 788-8100 | info@berwyn.net

V0097913

Invoice

Invoice Date: 2/1/18

Invoice Number: 17341

Morton College
Susan Felice
3801 S Central Ave
Cicero, Illinois 60804

		Terms	Due Date
		Due on receipt	2/1/18
Description	Quantity	Rate	Amount
New member-Tier 6 - Trustee	1	\$2,000.00	\$2,000.00
Total:			\$2,000.00
Payment/Credit Applied:			\$0.00
Balance:			\$2,000.00

You or your organization's subscription will be automatically renewed by the Berwyn Development Corporation in advance of the renewal date unless you or your organization include that you do not wish you or your organization's membership to be automatically renewed.

Please return this portion with your payment or pay online at Berwyn.net. Billing inquiries? Call 708-788-8100.

Please let us know if your address or other information has changed.

Invoice #: 17341**Member Name:** Morton College**Payment Amount:** \$ _____**Payment Method:** ☐ Check # _____ ☐ Credit CardMake all checks payable to **Berwyn Development Corporation** or enter credit card information below.*We accept Visa and MasterCard. Enter Credit Card Billing Address (inc. zip code)*

Address _____ City/State/Zip _____

Credit Card #: _____ Exp. Date: _____ CVV Code (3 digits on back of card) _____

Name on Card: _____ Signature: _____



Service Donation Form Package

DONATION #18-88

Revised Mar. 12, 2017

Technical School Responsibilities

Terms and Conditions

1. Subaru items (e.g. car) being donated by Subaru of America are for educational purposes only. Donated items are to be used in support of all SOA training initiatives at the receiving institution.
2. If donated item is a motor vehicle or component thereof, it cannot be licensed, titled, or operated on any public or private road or highway.
3. Donated items are not certified to comply with any Federal, State, or local laws, rules or regulations.
4. Items are being donated in an “**as is, with all faults**” condition. Items are not covered by any warranty. SOA expressly disclaims all warranties, including any implied warrant of merchantability or fitness for a particular purpose.
5. Donated items cannot be sold, disposed of, or transferred by any receiving institution, unless arranged and agreed upon by SOA.
6. The recipient institution will maintain adequate records and controls to ensure proper accountability, control and use of SOA donations. The records should be maintained if the donation is being used or until the donation is returned to SOA or destroyed.
7. SOA requires an annual inspection of the donated vehicles requiring the below digital images uploaded to the Subaru-U website (effective date 07/2017).
 - a. Door vin placard image
 - b. Instrument cluster, key in the run position mileage showing
 - c. Complete car image
 - d. One image from each corner (1/4)
8. If donated item is a motor vehicle or component thereof, it must be secured against theft, unauthorized and illegal use.
9. All vehicles and diagnostic equipment must be kept in good working order
10. All vehicles will be titled in the name of the institution and Subaru of America
11. Any goods received from SOA will not be used with the intention or knowledge that they will be used to commit a terrorist act.
12. **The recipient institution agrees to:**
 - a. Promptly complete all required documents and return them to SOA:
 - Donation Acceptance Agreement Form [DAA- Form 2]: 3 business days (72 hours) by email;
 - Contribution Acknowledgement Form [CA – Form 4]; 10 business days after receipt of donation.
 - b. Unless otherwise advised, pickup donated vehicles (i.e. via tow truck), items and components at a specified location;
 - Within 10 working days of being notified that the donated item(s) is available for pick up, the recipient network institution will pick up the donated item(s). ***If the recipient network institution needs assistance it must be noted on the DAA – Form 2.***
 - c. Promptly affix all provided required labels to all donated items in accordance with instructions provided;
 - d. Maintain and use donated items in accordance with terms and conditions outlined here and on all applicable donation program forms;
 - e. When applicable (educational institution recipient) - agrees to send Instructor to training on Subaru products;
 - f. Purchase equipment to support the use of the Subaru product for educational purposes;
 - Network Institution will notify SOA upon completion of use; return all donated item(s) to SOA or dispose of by scrapping per SOA’s instruction and policy.
 - g. Subaru reserves the right to request the return of or retrieve any or all donated items.
 - h. By accepting donated items recipient institutions agree to these terms and conditions and are solely responsible for any related legal actions that may result.

Subaru Responsibilities

Subaru of America Inc. will:

1. Provide the direction and supporting policies for the Service Donation Program.
2. Determine the curriculum training aid needs of the network institutions.
3. Identify the automotive components that are to be donated, if appropriate.
4. Select the organization to which the donated items are being assigned.
5. Assist in the resolution of problems when notified.
6. Field Service Training Manager (FSTM), Field Service Engineer (FSE), District Parts and Service Manager (DPSM), or other assigned Service personnel will act as SOA's liaison and administer the donation program. The Liaison will represent SOA at the donation ceremony.
7. Announce the donations to qualified organizations and encourage participation as requested.
8. Coordinate the distribution of donated items to the designated organization or network institution.
9. Work with the network institutions to complete the Donation Acceptance Agreement Form [DAA- Form 2].
10. Work with the network institutions to schedule a donation date and coordinate the pick-up / shipment of the donated items.
11. Work with network institutions to complete the Contribution Acknowledgement Form [CA- Form 4].
12. Provide recipient network institutions appropriate labels and/or decals to be affixed to the donated item(s) and supporting instructions.
13. Work directly with the network institutions when use of the donated item(s) has been completed. Provide all the necessary instructions and forms.
14. Maintain vehicle title for all donated vehicles, physical and electronic copies.
15. Distribute copies of all completed documents when a donation transaction file has been closed.

LIST OF ACRONYMS

NII / Network Institution Information [Form 1]

DAA / Donation Acceptance Agreement [Form 2]

DL / Donation Letter [Form 3]

CA / Contribution Acknowledgement [Form 4]

SC / Scrapping Certification Form [Form 5]

DR / Donation Return Form [Form 6]

Donation Acceptance Agreement Form Donation #18-88

NAME AND ADDRESS OF RECIPIENT INSTITUTION:

SCHOOL NAME: Morton College
 SCHOOL ADDRESS: 3801 S. Central Ave.; Cicero, IL 60804
 PRIMARY CONTACT: Don Sykora
 PRIMARY CONTACT PHONE: 708-656-8000 x1324
 PRIMARY EMAIL: don.sykora@morton.edu
 SCHOOL ADMIN CONTACT: _____

DESCRIPTION OF DONATED ITEM(S):

Please be sure to include the model year and complete VIN if applicable. Turbo Long Block 478L002S1;

PLO Location

By  2-8-18
 TITLE: Dan Vesperino, Director – Service Technical DATE

The Item(s) identified above the "Donated Item(s)" has been donated to you by Subaru of America, Inc. for non-profit, educational or exhibition purposes only. In consideration of this, you agree to the following conditions:

1. The Donated Item(s) will be used by you for nonprofit, educational or exhibition purposes and will not, except as provided for herein, be sold, disposed of or transferred by you.
2. If the Donated Item(s) is a motor vehicle or component thereof, it will not be licensed, titled or operated on any public or private road or highway.
3. You acknowledge that the Donated Item(s) is not certified to comply with any federal, state or local laws, rules or regulations.
4. You accept the Donated Item(s) "AS IS," "WITH ALL FAULTS," IT BEING UNDERSTOOD THAT IT IS NOT INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
5. Subaru of America, Inc. expressly disclaims, and you expressly release Subaru of America, Inc. from any and all liability associated with the Donated Item(s). In addition, you agree to indemnify and hold harmless Subaru of America, Inc. its officers, directors, employees, and agents from and against any and all claims, demands, obligations, causes of action and lawsuits, and all damages, liabilities, fines, judgments, costs (including settlement costs), and expenses associated therewith (including the payment of reasonable attorney fees and disbursements), (i) arising out of or in connection with the Donated Item(s) or their use and possession; or (ii) Subaru of America, Inc.'s enforcement of the provisions of this agreement.
6. Upon completion of your use of the Donated Item(s), you will notify someone at SOA of the responsible contact person at the institution. You will certify in writing to Subaru of America, Inc. and scrap the Donated Item(s), disposing of it/them in such a manner as to ensure that it/they will not be used for on or off-highway use.
7. The conditions set forth above have been communicated to, and are understood by, all of your personnel who have access to the Donated Item(s).

Please acknowledge your agreement to the above conditions by completing and signing this Donation Acceptance Agreement Form in the space below. Return the signed Donation Acceptance Agreement Form within 3 business days (72 hours) to donations@subaru.com.

Accepted and agreed to this _____ day of _____, _____

On behalf of: _____

By: _____ Title: _____



Service Donation Form Package

DONATION #18-105

Technical School Responsibilities

Terms and Conditions

1. Subaru items (e.g. car) being donated by Subaru of America are for educational purposes only. Donated items are to be used in support of all SOA training initiatives at the receiving institution.
2. If donated item is a motor vehicle or component thereof, it cannot be licensed, titled, or operated on any public or private road or highway.
3. Donated items are not certified to comply with any Federal, State, or local laws, rules or regulations.
4. Items are being donated in an “**as is, with all faults**” condition. Items are not covered by any warranty. SOA expressly disclaims all warranties, including any implied warrant of merchantability or fitness for a particular purpose.
5. Donated items cannot be sold, disposed of, or transferred by any receiving institution, unless arranged and agreed upon by SOA.
6. The recipient institution will maintain adequate records and controls to ensure proper accountability, control and use of SOA donations. The records should be maintained if the donation is being used or until the donation is returned to SOA or destroyed.
7. SOA requires an annual inspection of the donated vehicles requiring the below digital images uploaded to the Subaru-U website (effective date 07/2017).
 - a. Door vin placard image
 - b. Instrument cluster, key in the run position mileage showing
 - c. Complete car image
 - d. One image from each corner (1/4)
8. If donated item is a motor vehicle or component thereof, it must be secured against theft, unauthorized and illegal use.
9. All vehicles and diagnostic equipment must be kept in good working order
10. All vehicles will be titled in the name of the institution and Subaru of America
11. Any goods received from SOA will not be used with the intention or knowledge that they will be used to commit a terrorist act.
12. **The recipient institution agrees to:**
 - a. Promptly complete all required documents and return them to SOA:
 - Donation Acceptance Agreement Form [DAA- Form 2]: 3 business days (72 hours) by email;
 - Contribution Acknowledgement Form [CA – Form 4]; 10 business days after receipt of donation.
 - b. Unless otherwise advised, pickup donated vehicles (i.e. via tow truck), items and components at a specified location;
 - Within 10 working days of being notified that the donated item(s) is available for pick up, the recipient network institution will pick up the donated item(s). ***If the recipient network institution needs assistance it must be noted on the DAA – Form 2.***
 - c. Promptly affix all provided required labels to all donated items in accordance with instructions provided;
 - d. Maintain and use donated items in accordance with terms and conditions outlined here and on all applicable donation program forms;
 - e. When applicable (educational institution recipient) - agrees to send Instructor to training on Subaru products;
 - f. Purchase equipment to support the use of the Subaru product for educational purposes;
 - Network Institution will notify SOA upon completion of use; return all donated item(s) to SOA or dispose of by scrapping per SOA’s instruction and policy.
 - g. Subaru reserves the right to request the return of or retrieve any or all donated items.
 - h. By accepting donated items recipient institutions agree to these terms and conditions and are solely responsible for any related legal actions that may result.

Subaru Responsibilities

Subaru of America Inc. will:

1. Provide the direction and supporting policies for the Service Donation Program.
2. Determine the curriculum training aid needs of the network institutions.
3. Identify the automotive components that are to be donated, if appropriate.
4. Select the organization to which the donated items are being assigned.
5. Assist in the resolution of problems when notified.
6. Field Service Training Manager (FSTM), Field Service Engineer (FSE), District Parts and Service Manager (DPSM), or other assigned Service personnel will act as SOA's liaison and administer the donation program. The Liaison will represent SOA at the donation ceremony.
7. Announce the donations to qualified organizations and encourage participation as requested.
8. Coordinate the distribution of donated items to the designated organization or network institution.
9. Work with the network institutions to complete the Donation Acceptance Agreement Form [DAA- Form 2].
10. Work with the network institutions to schedule a donation date and coordinate the pick-up / shipment of the donated items.
11. Work with network institutions to complete the Contribution Acknowledgement Form [CA- Form 4].
12. Provide recipient network institutions appropriate labels and/or decals to be affixed to the donated item(s) and supporting instructions.
13. Work directly with the network institutions when use of the donated item(s) has been completed. Provide all the necessary instructions and forms.
14. Maintain vehicle title for all donated vehicles, physical and electronic copies.
15. Distribute copies of all completed documents when a donation transaction file has been closed.

LIST OF ACRONYMS

NII / Network Institution Information [Form 1]

DAA / Donation Acceptance Agreement [Form 2]

DL / Donation Letter [Form 3]

CA / Contribution Acknowledgement [Form 4]

SC / Scrapping Certification Form [Form 5]

DR / Donation Return Form [Form 6]

Donation Acceptance Agreement Form

Donation #18-105

NAME AND ADDRESS OF RECIPIENT INSTITUTION:

SCHOOL NAME: Morton College
SCHOOL ADDRESS: 3801 S. Central Ave.; Cicero, IL 60804
PRIMARY CONTACT: Don Sykora
PRIMARY CONTACT PHONE: 708-656-8000 x1324
PRIMARY EMAIL: don.sykora@morton.edu
SCHOOL ADMIN CONTACT: _____

DESCRIPTION OF DONATED ITEM(S):

Please be sure to include the model year and complete VIN if applicable. Transmission; 4 speed automatic;
S/N 043013; \$4,500.00

By
TITLE:

Dan Vespertino
Dan Vespertino, Director – Service Technical

DATE

2-9-18

The Item(s) identified above the "Donated Item(s) has been donated to you by Subaru of America, Inc. for non-profit, educational or exhibition purposes only. In consideration of this, you agree to the following conditions:

1. The Donated Item(s) will be used by you for nonprofit, educational or exhibition purposes and will not, except as provided for herein, be sold, disposed of or transferred by you.
2. If the Donated Item(s) is a motor vehicle or component thereof, it will not be licensed, titled or operated on any public or private road or highway.
3. You acknowledge that the Donated Item(s) is not certified to comply with any federal, state or local laws, rules or regulations.
4. You accept the Donated Item(s) "AS IS," "WITH ALL FAULTS," IT BEING UNDERSTOOD THAT IT IS NOT INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
5. Subaru of America, Inc. expressly disclaims, and you expressly release Subaru of America, Inc. from any and all liability associated with the Donated Item(s). In addition, you agree to indemnify and hold harmless Subaru of America, Inc. its officers, directors, employees, and agents from and against any and all claims, demands, obligations, causes of action and lawsuits, and all damages, liabilities, fines, judgments, costs (including settlement costs), and expenses associated therewith (including the payment of reasonable attorney fees and disbursements), (i) arising out of or in connection with the Donated Item(s) or their use and possession; or (ii) Subaru of America, Inc.'s enforcement of the provisions of this agreement.
6. Upon completion of your use of the Donated Item(s), you will notify someone at SOA of the responsible contact person at the institution. You will certify in writing to Subaru of America, Inc. and scrap the Donated Item(s), disposing of it/them in such a manner as to ensure that it/they will not be used for on or off-highway use.
7. The conditions set forth above have been communicated to, and are understood by, all of your personnel who have access to the Donated Item(s).

Please acknowledge your agreement to the above conditions by completing and signing this Donation Acceptance Agreement Form in the space below. Return the signed Donation Acceptance Agreement Form within 3 business days (72 hours) to donations@subaru.com.

Accepted and agreed to this _____ day of _____, _____

On behalf of: _____

By: _____ Title: _____

Donation Acceptance Agreement Form**Donation #18-106****NAME AND ADDRESS OF RECIPIENT INSTITUTION:**

SCHOOL NAME: Morton College
SCHOOL ADDRESS: 3801 S. Central Ave.; Cicero, IL 60804
PRIMARY CONTACT: Don Sykora
PRIMARY CONTACT PHONE: 708-656-8000 x1324
PRIMARY EMAIL: don.sykora@morton.edu
SCHOOL ADMIN CONTACT: _____

DESCRIPTION OF DONATED ITEM(S):

Please be sure to include the model year and complete VIN if applicable. Transmission; 5 speed automatic;
S/N 266650; \$4,500.00

By
TITLE:



Dan Vespertino, Director – Service Technical

2-9-18

DATE

The Item(s) identified above the "Donated Item(s) has been donated to you by Subaru of America, Inc. for non-profit, educational or exhibition purposes only. In consideration of this, you agree to the following conditions:

1. The Donated Item(s) will be used by you for nonprofit, educational or exhibition purposes and will not, except as provided for herein, be sold, disposed of or transferred by you.
2. If the Donated Item(s) is a motor vehicle or component thereof, it will not be licensed, titled or operated on any public or private road or highway.
3. You acknowledge that the Donated Item(s) is not certified to comply with any federal, state or local laws, rules or regulations.
4. You accept the Donated Item(s) "AS IS," "WITH ALL FAULTS," IT BEING UNDERSTOOD THAT IT IS NOT INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
5. Subaru of America, Inc. expressly disclaims, and you expressly release Subaru of America, Inc. from any and all liability associated with the Donated Item(s). In addition, you agree to indemnify and hold harmless Subaru of America, Inc. its officers, directors, employees, and agents from and against any and all claims, demands, obligations, causes of action and lawsuits, and all damages, liabilities, fines, judgments, costs (including settlement costs), and expenses associated therewith (including the payment of reasonable attorney fees and disbursements), (i) arising out of or in connection with the Donated Item(s) or their use and possession; or (ii) Subaru of America, Inc.'s enforcement of the provisions of this agreement.
6. Upon completion of your use of the Donated Item(s), you will notify someone at SOA of the responsible contact person at the institution. You will certify in writing to Subaru of America, Inc. and scrap the Donated Item(s), disposing of it/them in such a manner as to ensure that it/they will not be used for on or off-highway use.
7. The conditions set forth above have been communicated to, and are understood by, all of your personnel who have access to the Donated Item(s).

Please acknowledge your agreement to the above conditions by completing and signing this Donation Acceptance Agreement Form in the space below. Return the signed Donation Acceptance Agreement Form within 3 business days (72 hours) to donations@subaru.com.

Accepted and agreed to this _____ day of _____, _____

On behalf of: _____

By: _____ Title: _____

Donation Acceptance Agreement Form

Donation #18-107

NAME AND ADDRESS OF RECIPIENT INSTITUTION:

SCHOOL NAME: Morton College
SCHOOL ADDRESS: 3801 S. Central Ave.; Cicero, IL 60804
PRIMARY CONTACT: Don Sykora
PRIMARY CONTACT PHONE: 708-656-8000 x1324
PRIMARY EMAIL: don.sykora@morton.edu
SCHOOL ADMIN CONTACT: _____

DESCRIPTION OF DONATED ITEM(S):

Please be sure to include the model year and complete VIN if applicable. Transmission; 6 speed manual;
S/N 058555; \$5,200.00

By  2-9-18
TITLE: Dan Vespertino, Director – Service Technical DATE

The Item(s) identified above the "Donated Item(s) has been donated to you by Subaru of America, Inc. for non-profit, educational or exhibition purposes only. In consideration of this, you agree to the following conditions:

1. The Donated Item(s) will be used by you for nonprofit, educational or exhibition purposes and will not, except as provided for herein, be sold, disposed of or transferred by you.
2. If the Donated Item(s) is a motor vehicle or component thereof, it will not be licensed, titled or operated on any public or private road or highway.
3. You acknowledge that the Donated Item(s) is not certified to comply with any federal, state or local laws, rules or regulations.
4. You accept the Donated Item(s) "AS IS," "WITH ALL FAULTS," IT BEING UNDERSTOOD THAT IT IS NOT INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
5. Subaru of America, Inc. expressly disclaims, and you expressly release Subaru of America, Inc. from any and all liability associated with the Donated Item(s). In addition, you agree to indemnify and hold harmless Subaru of America, Inc. its officers, directors, employees, and agents from and against any and all claims, demands, obligations, causes of action and lawsuits, and all damages, liabilities, fines, judgments, costs (including settlement costs), and expenses associated therewith (including the payment of reasonable attorney fees and disbursements), (i) arising out of or in connection with the Donated Item(s) or their use and possession; or (ii) Subaru of America, Inc.'s enforcement of the provisions of this agreement.
6. Upon completion of your use of the Donated Item(s), you will notify someone at SOA of the responsible contact person at the institution. You will certify in writing to Subaru of America, Inc. and scrap the Donated Item(s), disposing of it/them in such a manner as to ensure that it/they will not be used for on or off-highway use.
7. The conditions set forth above have been communicated to, and are understood by, all of your personnel who have access to the Donated Item(s).

Please acknowledge your agreement to the above conditions by completing and signing this Donation Acceptance Agreement Form in the space below. Return the signed Donation Acceptance Agreement Form within 3 business days (72 hours) to donations@subaru.com.

Accepted and agreed to this _____ day of _____, _____

On behalf of: _____

By: _____ Title: _____



P.O. Box 400 • Austin, Texas 78767-0400
12007 Research Blvd. • Austin, Texas 78759-2439
512.467.0222 • 800.580.8272 • www.tasb.org

Serving Texas Schools Since 1949

Page: 1
Date: 3/1/2018
Cost Center 546
P.O. Number
Customer 549861
Invoice 539223

INVOICE

Maria Anderson
MORTON COLLEGE
3801 SOUTH CENTRAL AVE
CICERO IL 60804

Notes:

Terms Net 30 Days
Due Date 3/31/2018

Qty	Units	Description	Unit Price	Total
1.00	EA	BoardBook Subscription Subscription/Maintenance	3,000.00	3,000.00

03/01/2018 - 02/28/2019 Billing Cycle

Subtotal	\$3,000.00
Tax	
Balance Due	\$3,000.00

Please detach this stub and return it with your payment.

REMITTANCE		TASB, Inc. PO Box 975112 Dallas, TX 75397-5112		Customer Invoice Balance Due		549861 539223 \$3,000.00	
Payment Amount		Check Enclosed		YES		NO	
To pay by credit card (VISA/MC/AMEX), please complete all of the following information:							
Card Number		Exp Date		CVV#			
Cardholder Name		Billing Street					
Billing Zip		Phone #					
Signature		Date					
Email Address for credit card receipt							
Credit card payments can be received at our secure fax number (512) 467-3515.							





MORTON COLLEGE BOARD POLICY

TITLE: Hostile Environment and/or Sexual Harassment

NO.: 8.2.1

SECTION: Institutional *

PAGE: 1 of 1

The Board shall not tolerate any behavior, verbal or physical conduct, by any trustee, staff member, or student that constitutes creating a hostile environment or sexual harassment as outline in the Equal Employment Opportunity Commission (EEOC) Discrimination Guidelines summarized as follows:

1. Submission to such conduct is made either explicitly or implicitly as term or condition of an individual's employment.
2. Submission to or rejection of such conduct, made either explicitly or implicitly, is used as the basis for employment decisions effecting such individuals.
3. Such Conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Violations of this policy should be reported immediately to the Human Resources Office and/or to the Office of the President of Morton College. [Employees may also make a confidential report of harassment to a supervisor or to the Ethics Officer, if applicable. Furthermore, employees may make a report of sexual harassment to the Inspector General or the Illinois Department of Human Rights.](#)

The President will assure that the reporting person will be protected against any form of retaliation from the perceived aggressor or Morton College. [Illinois law provides protections to individuals from retaliation from reporting sexual harassment through, including but not limited to, the State Officials and Employees Ethics Act, 5 ILCS 430/15, the Illinois Whistleblower Act, 740 ILCS 174/15, and the Illinois Human Rights Act, 775 ILCS 5/6-101.](#)

The President will assign one or more individuals to conduct a prompt, thorough, and impartial investigation. This investigation will remain confidential to the extent possible.

Violation of this policy shall lead to disciplinary action up to and including termination. [Any person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, up to and including discharge.](#)

*Students are afforded the same protections under Board Policy 6.5.

DATE APPROVED BY BOARD OF TRUSTEES:

March 24, 1983

REVISION DATES: [September 22](#)_____, 201804



MORTON COLLEGE BOARD POLICY

Illinois Community College District No. 527

TITLE: Reimbursement for Travel Expenses

NO.: 8.3

SECTION: Institutional

PAGE: 1 of 4

Transportation, meals, lodging and other documented expenses referenced herein incurred by authorized persons while on college-approved travel may be reimbursed.

“Maximum lodging rate” means (1) the cost of the conference designated hotel, not to exceed \$300; or (2) the maximum reimbursement rate for lodging expenses as provided by the United States General Services Administration for a particular date and location.

Reimbursement shall be as follows:

- a. Travel: The traveler is expected to select the most economical route and mode of transportation. Should the traveler select an indirect route for convenience, any extra costs incurred will be borne by the traveler, and reimbursement will be based only on such charges as would have been incurred traveling the most direct and economical route.
 - i. Public Carrier: The expense of traveling by public carrier (rail, bus or airplane) will be allowed on the basis of actual cost but limited to coach/tourist fare in any case and further limited by the cost of tourist class/coach commercial air transportation.
 - ii. Private Vehicle:
 - (1) If travel by private vehicle is chosen, the traveler will be reimbursed for mileage at the current allowable rate as specified by the Internal Revenue Service.
 - (2) When two or more travelers are traveling to the same event by private vehicle, they are expected to share transportation expenses unless other arrangements are approved in advance.
 - (3) Mileage reimbursement will be based on distances recorded on an official highway map for the most direct route.
 - (4) Additional mileage will be allowed as necessary for transportation in the community which is the point of destination.

DATE APPROVED BY BOARD OF TRUSTEES: March 27, 1980

DATES REVISED: March 24, 1983; October 25, 2001; January 23, 2002; April 22, 2009; December 15, 2010; July 25, 2016; November 16, 2016; February, 2018

DATE LAST REVIEWED:



MORTON COLLEGE BOARD POLICY

Illinois Community College District No. 527

TITLE: Reimbursement for Travel Expenses

NO.: 8.3

SECTION: Institutional

PAGE: 2 of 4

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- (5) The reimbursable amount allowed for travel by private vehicle normally shall not exceed the cost of tourist class/coach commercial air fare transportation. However, exception will apply in circumstances in which the traveler's schedule or destination does not correspond with that of public carriers.
 - (6) Travelers driving privately owned vehicles are expected to be properly licensed and protected at their own expense by personal liability and property damage insurance at the level currently required by law. Traffic tickets are the responsibility of the driver except for Morton College equipment defect violations.
 - iii. Rental Vehicle: When a rental vehicle is chosen for a trip, reimbursement will be based upon receipts for actual charges.
 - iv. Other Ground Transportation: Expenses for ground transportation not identified above (taxi, local bus, and subway) and miscellaneous travel expenses (parking and tolls) are allowed as necessary.
 - b. Lodging: Actual cost of the least expensive single room available at conference designated hotels for only the nights necessary to attend to College business, but not to exceed \$300 per night. If there is no room available at conference designated hotels at or below the maximum lodging rate, then the traveler may be reimbursed for any mid-range quality hotel within a five (5) mile radius of the conference up to the maximum lodging rate. If no such room is available, then the traveler may be reimbursed for an amount over the maximum lodging rate at any conference designated hotel, subject to the pre-approval of the President and Board Chair. When a traveler shares lodging with an unauthorized traveler, the traveler will provide a receipt or printed rate schedule showing the single occupancy rate. If documentation of the single occupancy rate is not provided, the allowable expense will be computed by dividing the number of persons into the total daily rate as indicated on the bill. If a room more expensive than a single room (i.e., a suite) is needed for the continuation of College business when a conference room/center is not available for use by the College and a suite is actually used for the continuation of College business and the suite is more economical than booking an additional conference room/center, then with the pre-approval of the President and Board Chair, one traveler among the group who will use the suite for business purposes may book and be reimbursed for the appropriate sized suite for said business.

DATE APPROVED BY BOARD OF TRUSTEES: March 27, 1980

DATES REVISED: March 24, 1983; October 25, 2001; January 23, 2002; April 22, 2009;
December 15, 2010; July 25, 2016; November 16, 2016; February,
2018

DATE LAST REVIEWED:



MORTON COLLEGE BOARD POLICY

Illinois Community College District No. 527

TITLE: Reimbursement for Travel Expenses

NO.: 8.3

SECTION: Institutional

PAGE: 3 of 4

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- c. Meals and Incidentals*: A per diem is given in lieu of the meal allowance and is to cover the cost of meals and tips. Receipts are not required to support this allowance. Per diem is based on the quarter system for computing the allowance for days or fractions thereof. Each quarter is 6 hours beginning at midnight, 6:00 a.m., Noon, and 6:00 p.m. The traveler is allowed one fourth of the allowance for each period of 6 hours or fraction thereof. The per diem rate shall be the greater of \$100.00 per day or the current applicable Internal Revenue Service Meals and Incidentals Per Diem Rate as defined and posted by location.

*Incidentals are defined by the IRS and shall, in combination with the cost of meals, not exceed the per diem rate

- d. Conference Registration Fees: Actual cost for conference registration fee. Meals included with Registration Fee are not eligible for per diem reimbursement.
- e. Expenses not related to the College's business are not reimbursable. Examples of non-reimbursable expenses include but are not limited to:
- i. Alcoholic beverages;
 - ii. Coat check;
 - iii. Global Positioning Systems (GPS), either rental or purchase;
 - iv. Personal entertainment charges such as movies, sporting events, spa/health clubs, sightseeing, tours, etc.
 - v. Personal convenience charges such as personal phone calls from hotel room in excess of one per day (at 15 minutes or less), hotel laundry, shoe care, and valet services;
 - vi. Limousine services unless the rate charged is equivalent or less than a taxi fare;
 - vii. Late check-out and room guaranteed charges;
 - viii. Non-College related expenses, including spouse/family travel expense unless specific prior approval is provided in a grant or contract;
 - ix. Gifts;
 - x. Purchase of clothing and/or toiletries;
 - xi. Traveler's checks;
 - xii. Interest on credit cards;
 - xiii. Misuse of lost credit cards;
 - xiv. Tobacco products;

DATE APPROVED BY BOARD OF TRUSTEES: March 27, 1980

DATES REVISED: March 24, 1983; October 25, 2001; January 23, 2002; April 22, 2009;
December 15, 2010; July 25, 2016; November 16, 2016; February,
2018

DATE LAST REVIEWED:



MORTON COLLEGE BOARD POLICY

Illinois Community College District No. 527

TITLE: Reimbursement for Travel Expenses

NO.: 8.3

SECTION: Institutional

PAGE: 4 of 4

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- xv. Towing of a personal automobile;
 - xvi. Removal of keys locked in personal automobile;
 - xvii. Damage to automobile (rental or personal);
 - xviii. Maintenance or repair of personal property;
 - xix. Parking tickets or other traffic fines;
 - xx. Personal automobile accident insurance;
 - xxi. Insurance on personal property; and
 - xxii. Loss of personal property, personal funds or cash advances.

DATE APPROVED BY BOARD OF TRUSTEES: March 27, 1980

DATES REVISED: March 24, 1983; October 25, 2001; January 23, 2002; April 22, 2009;
December 15, 2010; July 25, 2016; November 16, 2016; February,
2018

DATE LAST REVIEWED:



MORTON COLLEGE BOARD POLICY

Illinois Community College District No. 527

TITLE: Mandatory Retirement Age for Sworn Police Officers

NO.:

SECTION:

PAGE: 1 of 1

Purpose

The Board is committed to maintaining a safe and secure environment for all students, faculty, employees, and visitors. Consistent with this commitment, the Board finds that it is in the best interest of the College to impose a mandatory age of retirement for all sworn members of the Morton College Police Department. In so finding, the Board recognizes that both state and federal law allow political subdivisions, such as community college districts, to impose a mandatory age of retirement for sworn police officers. 29 U.S.C. § 6230(j)(2), 775 ILCS 5/2-104(A)(7).

Applicability

This policy shall apply to all sworn members of the Morton College Police Department.

Policy

- A. Every sworn member of the Morton College Police Department ("member") who has attained the age of 75 years shall be immediately retired from his or her employment as a sworn police officer.
- B. It shall be the affirmative duty of every sworn member of the Morton College Police Department to notify, in writing, the College's Human Resources Department at least sixty (60) days before he or she attains the age of 75. However, any sworn member who fails to provide such notice shall still be retired upon attaining the age of 75 years.
- C. The age contained in an employee's personnel file shall be conclusive of the employee's age.

DATE APPROVED BY BOARD OF TRUSTEES:

DATES REVISED:

DATE LAST REVIEWED:

ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 527

Melissa Mollett

From: Frank E Marzullo
Sent: Thursday, February 22, 2018 1:08 PM
To: Melissa Mollett
Subject: Re: Personnel action Item Board

DEPARTMENT TRANSFER REPORT

NAME: NICHOLAS BELCASTER

POSITION: GENERAL MAINTENANCE

SALARY*: \$16.52/HR.

EFFECTIVE DATE AND COMMENTS: Effective February 27, 2018. Employee awarded the vacancy based on SEIU Local 73 Campus Custodial & Maintenance Agreement.

PREVIOUS POSITION INFORMATION: CUSTODIAL MAINTENANCE, SEIU Local 73 Campus Custodial & Maintenance. Rate: \$14.20/hour

NAME: ADAM BRADLEY

POSITION: GENERAL MAINTENANCE

SALARY*: \$16.52/HR.

EFFECTIVE DATE AND COMMENTS: Effective February 27, 2018. Employee awarded the vacancy based on SEIU Local 73 Campus Custodial & Maintenance Agreement.

PREVIOUS POSITION INFORMATION: CUSTODIAL MAINTENANCE, SEIU Local 73 Campus Custodial & Maintenance. Rate: \$14.20/hour

NAME: ROGER MONTORO

POSITION: RECEIVING/MAIL CLERK

SALARY*: \$15.29/HR.

EFFECTIVE DATE AND COMMENTS: Effective February 27, 2018. Employee awarded the vacancy based on SEIU Local 73 Campus Custodial & Maintenance Agreement.

PREVIOUS POSITION INFORMATION: GROUNDSKEEPER, SEIU Local 73 Campus Custodial & Maintenance. Rate: \$13.90/hour

Thank you,

Frank Marzullo
Executive Director of Operations
708 656-8000 ext 2441 rm 101D
frank.marzullo@morton.edu

From: Melissa Mollett
Sent: Thursday, February 22, 2018 12:14 PM
To: Frank E Marzullo
Subject: RE: Personnel action Item Board

These items are on the Board Agenda at this time. Do you want me to touch base with Stan? He asked this morning to make sure that the Adult Ed position is on the agenda for February.

Thank you!

From: Frank E Marzullo
Sent: Thursday, February 22, 2018 12:08 PM
To: Melissa Mollett <melissa.mollett@morton.edu>
Subject: RE: Personnel action Item Board

I don't think we can get anything else on the February meeting

Thank you,

Frank Marzullo
Executive Director of Operations
708 656-8000 ext 2441 rm 101D
frank.marzullo@morton.edu

From: Melissa Mollett
Sent: Thursday, February 22, 2018 12:06 PM
To: Frank E Marzullo <frank.marzullo@morton.edu>
Subject: FW: Personnel action Item Board

Frank,

Please let me know if you approve the below action for the February Board Meeting.

Also, may I have an action sheet for the new Part-Time Position for Adult Ed?

Thank you,

Melissa Mollett
Executive Assistant/Clerk of the Board
Morton College
(708) 656-8000 x 2213

From: Wendy Vega-Huezo
Sent: Thursday, February 22, 2018 11:40 AM
To: Melissa Mollett <melissa.mollett@morton.edu>
Subject: FW: Personnel action Item Board

Wendy Vega-Huezo

From: Wendy Vega-Huezo
Sent: Wednesday, February 21, 2018 11:28 AM
To: Frank E Marzullo <frank.marzullo@morton.edu>
Cc: Melissa Ridyard <melissa.ridyard@morton.edu>
Subject: Personnel action Item Board

PROPOSED ACTION: THAT THE BOARD APPROVE THE CREATION OF THE NEW, FULL-TIME CLASSIFIED STAFF-NON UNION POSITION OF SERVICE AIDE HR, EFFECTIVE FEBRUARY 27, AS SUBMITTED.

Rationale: [Required by Board Policies #1.1 and #4.1] Ensure an efficient, effective organizational structure that meets and exceeds the needs of students, staff and community.

ATTACHMENTS: Job Description-Service Aide HR (FT)

COST ANALYSIS: \$32,413 – \$50,443 Salary Range for FY 18 plus \$15,000 for benefits

Thanks,

Wendy Vega-Huezo, SHRM-CP
Associate Director of Human Resources

Morton College
3801 S. Central Avenue, Cicero, IL 60804
708-656-8000, ext. 2299 | wendy.vega-huezo@morton.edu

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Melissa Mollett

From: Stan Fields
Sent: Tuesday, February 13, 2018 1:02 PM
To: Melissa Mollett
Cc: Maria Anderson; Keith McLaughlin
Subject: Fwd: Adjunct Faculty Employment/Assignment Report - Spring 2018
Attachments: 2018_02_13_ADJUNCT EMPL-ASSIGN REP.pdf; ATT00001.htm

Ok

Begin forwarded message:

From: "Keith McLaughlin" <Keith.McLaughlin@morton.edu>
To: "Stan Fields" <stan.fields@morton.edu>
Cc: "Melissa Mollett" <melissa.mollett@morton.edu>, "Roxanne M Barone" <Roxanne.Barone@morton.edu>
Subject: **FW: Adjunct Faculty Employment/Assignment Report - Spring 2018**

I approve this report for action at the February BOT meeting.

Keith D. McLaughlin, Ph.D.
Provost
Morton College
3801 South Central Avenue
Cicero, Illinois 60804-4398
708-656-8000, ext. 2277
keith.mclaughlin@morton.edu

From: Roxanne M Barone
Sent: Tuesday, February 13, 2018 11:13 AM
To: Keith McLaughlin <Keith.McLaughlin@morton.edu>
Subject: Adjunct Faculty Employment/Assignment Report - Spring 2018

Keith,
Please forward to Dr. Fields for February Board meeting:

PROPOSED ACTION: THAT THE BOARD APPROVE THE ADJUNCT FACULTY EMPLOYMENT/ASSIGNMENT REPORT FOR FALL 2016 SEMESTER IN THE AMOUNT OF \$799,509.01 AS SUBMITTED, PENDING ADDITIONAL CLASS CANCELLATIONS AND/OR ADDITIONS.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreements, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

COST ANALYSIS: \$799,509.01

\$130,982.56 paid through Adult Education grant funds

ATTACHMENTS: Adjunct Faculty Employment/Assignment Report – Spring 2018

2018 Spring Adjunct Employment/Assignment Report

Adjunct Full Name	Course	Course Title	Enrollment	Stipend Amount	Credits	Start Date	End Date
Alexandru, Vica	MAT-093-2K	Intensive Elementary Algebra	29	\$3,479.56	4	1/17/2018	5/16/2018
Alexandru, Vica	MAT-102-8B	General Education Mathematics	25	\$3,479.56	4	1/20/2018	5/12/2018
Andujar, Rey	HUM-154-52	Latin American Culture	26	\$2,619.48	3	1/22/2018	5/14/2018
Arias, Olga	ENG-088-1B	Basic Composition	26	\$2,609.67	3	1/16/2018	5/17/2018
Arias, Olga	ENG-102-3C	Rhetoric II	26	\$2,609.67	3	1/16/2018	5/17/2018
Arias, Olga	ENG-211-1E	Introduction to Literature	25	\$2,609.67	3	1/16/2018	5/17/2018
Arias, Olga	HUM-151-1F	Humanities: History & Philosop	31	\$2,609.67	3	1/16/2018	5/17/2018
Ashraf, Mohammad	BIO-102-8J	Introduction to Biology	20	\$2,677.81	4	1/17/2018	5/16/2018
Ashraf, Mohammad	BIO-102-8J	Introduction to Biology	20	\$2,741.79	4	1/17/2018	5/16/2018
Ashraf, Mohammad	BIO-102-JJ	Introduction to Biology	17	\$2,677.81	4	1/19/2018	5/11/2018
Ashraf, Mohammad	BIO-102-JJ	Introduction to Biology	17	\$2,741.79	4	1/19/2018	5/11/2018
Avalos-Thompson, Marlena	CSS-100-5E	College Study Seminar	30	\$2,493.24	3	1/16/2018	5/17/2018
Baker, Chris	PSY-215-22	Life Span: Survey of Human Dev	33	\$2,742.72	3	1/16/2018	5/15/2018
Baker, Chris	PSY-215-42	Life Span: Survey of Human Dev	33	\$2,742.72	3	1/17/2018	5/16/2018
Barnat, Martin	CIS-136-12	Server Configuration & Admin	12	\$2,451.33	4	1/17/2018	5/16/2018
Barnat, Martin	CIS-136-12	Server Configuration & Admin	12	\$2,509.89	4	1/17/2018	5/16/2018
Behling, William	BUS-111-2D	Introduction to Business	31	\$2,742.72	3	1/17/2018	5/16/2018
Behling, William	BUS-111-32	Introduction to Business	25	\$2,742.72	3	1/17/2018	5/16/2018
Behling, William	BUS-208-1F	Prin of Management	23	\$2,742.72	3	1/17/2018	5/16/2018
Bernstein, Arnie	ENG-101-2B	Rhetoric I	24	\$2,609.67	3	1/16/2018	5/17/2018
Bernstein, Arnie	ENG-101-5E	Rhetoric I	25	\$2,609.67	3	1/16/2018	5/17/2018
Berry, Raymond	ENG-101-6F	Rhetoric I	24	\$2,619.48	3	1/16/2018	5/17/2018
Berry, Raymond	ENG-101-MF	Rhetoric I	25	\$2,619.48	3	1/17/2018	5/16/2018
Bland, Pamela	ECE-105-NR	Health & Nutrition for Child	23	\$2,811.27	3	1/16/2018	5/17/2018
Bondlow, Fred	BUS-102-22	Managerial Accounting	20	\$2,742.72	3	1/17/2018	5/16/2018
Bondlow, Fred	BUS-203-12	Intermediate Accounting II	11	\$2,742.72	3	1/18/2018	5/17/2018
Boodoosingh, Savitri	MAT-093-42	Intensive Elementary Algebra	18	\$3,656.96	4	1/16/2018	5/17/2018
Brasher, Stephen	ENG-101-Q2	Rhetoric I	22	\$2,619.48	3	1/18/2018	5/17/2018
Brasher, Stephen	ENG-101-RC	Rhetoric I	23	\$2,619.48	3	1/27/2018	5/12/2018
Buzruk, Anupama	BUS-101-12	Financial Accounting	28	\$2,393.46	3	1/16/2018	5/15/2018
Campbell, Dana	CHM-105-31	General Chemistry I	24	\$2,548.78	5	1/17/2018	5/16/2018
Campbell, Dana	CHM-105-31	General Chemistry I	24	\$3,479.56	5	1/17/2018	5/16/2018
Campbell, Elbert	CHM-100-1F	Fundamentals of Chemistry	23	\$2,455.96	4	1/16/2018	5/17/2018
Campbell, Elbert	CHM-100-1F	Fundamentals of Chemistry	23	\$2,514.63	4	1/16/2018	5/17/2018
Carroll, Don	ENG-088-KL	Basic Composition	24	\$2,609.67	3	1/17/2018	5/16/2018
Carroll, Don	ENG-088-L2	Basic Composition	11	\$2,609.67	3	1/24/2018	5/16/2018
Chang, Stephen	MAT-085-72	Intermed Algebra-Part I	7	\$1,783.28	2	3/13/2018	5/17/2018
Chang, Stephen	MAT-090-1B	Mathematics Fundamentals	27	\$2,674.92	3	1/16/2018	5/17/2018

2018 Spring Adjunct Employment/Assignment Report

Adjunct Full Name	Course	Course Title	Enrollment	Stipend Amount	Credits	Start Date	End Date
Chiappetta, Joseph	EMT-101-21	Emergency Medical Technician	11	\$1,490.89	8	1/16/2018	5/17/2018
Chiappetta, Joseph	EMT-101-21	Emergency Medical Technician	11	\$4,587.36	8	1/16/2018	5/17/2018
Cisneros, Sharon	BIO-102-7B	Introduction to Biology	27	\$2,678.72	4	1/17/2018	5/17/2018
Cisneros, Sharon	BIO-102-7B	Introduction to Biology	27	\$2,742.72	4	1/17/2018	5/17/2018
Cisneros, Sharon	BUS-107-1C	Principles of Marketing	19	\$2,742.72	3	1/17/2018	5/17/2018
Cisneros, Sharon	BUS-111-NR	Introduction to Business	13	\$2,742.72	3	1/16/2018	5/17/2018
Corral, Iris	ECE-210-NR	Early Childhood Administration	12	\$2,609.67	3	1/16/2018	5/17/2018
Corte, Anthony	CIS-102-1E	Career Essentials for CIS	16	\$2,609.67	3	1/16/2018	5/15/2018
Corte, Anthony	CPS-111-H1	Business Computer Systems	19	\$2,548.78	3	1/16/2018	5/15/2018
Corte, Anthony	CPS-111-H1	Business Computer Systems	19	\$1,739.78	3	1/16/2018	5/15/2018
Craig, Marilyn	SPE-101-1C	Principles of Public Speaking	23	\$2,674.92	3	1/16/2018	5/17/2018
Craig, Marilyn	SPE-101-3F	Principles of Public Speaking	19	\$2,674.92	3	1/16/2018	5/17/2018
Craig, Marilyn	SPE-101-4H	Principles of Public Speaking	20	\$2,674.92	3	1/16/2018	5/17/2018
Cunat, Ronald	PHS-101-82	Astronomy	27	\$2,609.67	3	1/22/2018	5/14/2018
Cutts, Rachael	PSY-215-8B	Life Span: Survey of Human Dev	31	\$2,493.24	3	1/20/2018	5/12/2018
Czuba, Michael	PHT-123-1B	Sys & Interventions I: Ortho	13	\$2,455.96	3	1/16/2018	5/15/2018
Czuba, Michael	PHT-123-1B	Sys & Interventions I: Ortho	13	\$1,676.42	3	1/16/2018	5/15/2018
Czuba, Michael	PHT-123-2B	Sys & Interventions I: Ortho	12	\$2,455.96	3	1/18/2018	5/17/2018
Czuba, Michael	PHT-123-2B	Sys & Interventions I: Ortho	12	\$1,676.42	3	1/18/2018	5/17/2018
Denson, Ryan	EMT-101-11	Emergency Medical Technician	10	\$1,490.89	8	1/16/2018	5/17/2018
Denson, Ryan	EMT-101-11	Emergency Medical Technician	10	\$4,587.36	8	1/16/2018	5/17/2018
Dillinger, Benjamin	MUS-106-1F	Trends Modern American Music	28	\$2,393.46	3	1/16/2018	5/17/2018
Dillinger, Benjamin	MUS-123-1J	Popular Music Ensemble	3	\$2,337.61	1	1/16/2018	5/17/2018
Dominguez, Gerardo	CAD-107-1G	20/20 Kitchen Design	7	\$2,337.61	3	1/19/2018	5/11/2018
Dominguez, Gerardo	CAD-107-1G	20/20 Kitchen Design	7	\$1,595.64	3	1/19/2018	5/11/2018
Drew, John	CPS-111-H6	Business Computer Systems	6	\$2,548.78	3	1/20/2018	5/12/2018
Drew, John	CPS-111-H6	Business Computer Systems	6	\$1,739.78	3	1/20/2018	5/12/2018
Drew, John	CPS-210-H1	Programming in Visual Basic	17	\$2,548.78	3	1/20/2018	5/12/2018
Drew, John	CPS-210-H1	Programming in Visual Basic	17	\$1,739.78	3	1/20/2018	5/12/2018
Dukes, Jackie	LAW-101-1C	Intro to Law Enforcement	30	\$2,742.72	3	1/17/2018	5/16/2018
Dukes, Jackie	LAW-101-8B	Intro to Law Enforcement	14	\$2,742.72	3	1/20/2018	5/12/2018
Dukes, Jackie	LAW-102-8B	Intro to Criminology	10	\$2,742.72	3	1/20/2018	5/12/2018

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Adjunct Full Name	Course	Course Title	Enrollment	Stipend Amount	Credits	Start Date	End Date
Dutt, Eric	ENG-102-82	Rhetoric II	26	\$2,742.72	3	1/16/2018	5/15/2018
Dutt, Eric	ENG-102-O2	Rhetoric II	25	\$2,742.72	3	1/18/2018	5/17/2018
Eaton, Barbara	ENG-084-1F	Reading & Writing II	24	\$2,881.56	3	1/16/2018	5/17/2018
Eaton, Barbara	HUM-151-22	Humanities: History & Philosop	19	\$2,881.56	3	1/16/2018	5/15/2018
Eshafi, Nouri	ECE-101-8B	Observ & Assessment / Children	13	\$2,811.27	3	1/20/2018	5/12/2018
Eshafi, Nouri	ECE-110-8B	Intro to Early Childhood Ed	15	\$2,811.27	3	1/20/2018	5/12/2018
Eshafi, Nouri	ECE-120-21	Language Arts for Children	12	\$2,811.27	3	1/17/2018	5/16/2018
Farina, Peter	BIO-203-3E	Anatomy & Physiology I	26	\$2,742.72	4	1/17/2018	5/16/2018
Farina, Peter	BIO-212-1F	Microbiology	18	\$2,678.72	4	1/16/2018	5/17/2018
Farina, Peter	BIO-212-1F	Microbiology	18	\$2,742.72	4	1/16/2018	5/17/2018
Farnsworth, Dan	HVA-120-11	Basic Sheet Metal Fabrication	12	\$1,631.43	3	1/18/2018	5/17/2018
Farnsworth, Dan	HVA-120-11	Basic Sheet Metal Fabrication	12	\$1,673.26	3	1/18/2018	5/17/2018
Festa, John	BUS-230-1E	Business Law and Contracts	12	\$2,514.63	3	1/16/2018	5/17/2018
Foltz, Chris	FIR-120-11	Hazardous Materials	12	\$2,493.24	3	1/16/2018	5/18/2018
Fortier, Jr, George	ATM-102-1G	Fuel Sys and Emission Controls	15	\$2,451.33	3	1/17/2018	5/16/2018
Fortier, Jr, George	ATM-102-1G	Fuel Sys and Emission Controls	15	\$1,673.26	3	1/17/2018	5/16/2018
Fortier, Jr, George	ATM-206-1C	Steering and Suspension	15	\$2,451.33	3	1/17/2018	5/16/2018
Fortier, Jr, George	ATM-206-1C	Steering and Suspension	15	\$1,673.26	3	1/17/2018	5/16/2018
Franklin-Hammergren, Kirstin	HUM-150-5C	Humanities Through the Arts	30	\$2,393.46	3	1/19/2018	5/11/2018
Gan, Xiaoling	CIS-170-H1	Introduction to Java	7	\$2,435.06	3	1/16/2018	5/17/2018
Gan, Xiaoling	CIS-170-H1	Introduction to Java	7	\$1,662.16	3	1/16/2018	5/17/2018
Gilmartin, Beth	PHT-117-1B	Patient Mgt li: Tests & Measrm	12	\$2,435.06	2	1/17/2018	5/16/2018
Gilmartin, Beth	PHT-117-1B	Patient Mgt li: Tests & Measrm	12	\$831.08	2	1/17/2018	5/16/2018
Gilmartin, Beth	PHT-122-1B	Therapeutic Exercise	13	\$2,435.06	2	1/17/2018	5/16/2018
Gilmartin, Beth	PHT-122-1B	Therapeutic Exercise	13	\$831.08	2	1/17/2018	5/16/2018
Glover, Brian	CAD-241-15	Autocad Productivity	14	\$2,451.33	3	1/16/2018	5/17/2018
Glover, Brian	CAD-241-15	Autocad Productivity	14	\$1,673.26	3	1/16/2018	5/17/2018
Grady, Myeisha	SPE-101-H2	Principles of Public Speaking	22	\$2,493.24	3	1/23/2018	5/15/2018
Graf, Christina	TPM-100-11	Intro to Therapeutic Massage	6	\$1,246.58	1	3/28/2018	5/16/2018
Graf, Christina	TPM-100-11	Intro to Therapeutic Massage	6	\$418.32	1	3/28/2018	5/16/2018
Halm, James	SOC-100-22	Intro to Sociology	31	\$2,741.79	3	1/16/2018	5/15/2018
Halm, James	SOC-102-1H	Social Problems	31	\$2,741.79	3	1/16/2018	5/17/2018
Halmon, Jamie	PEC-171-G4	Physical Fitness	34	\$1,555.75	1	1/16/2018	5/17/2018
Halmon, Jamie	PEC-172-G4	Advanced Physical Fitness	5	\$1,555.75	1	1/16/2018	5/17/2018
Halmon, Jamie	PEC-174-G4	Advanced Weight Training	7	\$1,555.75	1	1/16/2018	5/17/2018

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Adjunct Full Name	Course	Course Title	Enrollment	Stipend Amount	Credits	Start Date	End Date
Halmon, Jamie	PEH-102-2G	First Aid	21	\$1,595.64	2	1/16/2018	5/17/2018
Halmon, Jamie	PEH-103-2F	Nutrition	23	\$1,595.64	2	1/16/2018	5/17/2018
Hirsch, Maynard	BIO-102-61	Introduction to Biology	18	\$2,745.67	4	1/16/2018	5/17/2018
Hirsch, Maynard	BIO-102-61	Introduction to Biology	18	\$2,811.27	4	1/16/2018	5/17/2018
Imburgia, Joseph	PSY-101-1B	Intro to Psychology	29	\$2,674.92	3	1/16/2018	5/17/2018
Imburgia, Joseph	PSY-101-2C	Intro to Psychology	29	\$2,674.92	3	1/16/2018	5/17/2018
Imburgia, Joseph	PSY-211-1F	Adolescent Psychology	31	\$2,674.92	3	1/16/2018	5/17/2018
Jenkins, Anthony	BIO-102-KC	Introduction to Biology	17	\$2,814.32	4	1/20/2018	5/12/2018
Jenkins, Anthony	BIO-102-KC	Introduction to Biology	17	\$2,881.56	4	1/20/2018	5/12/2018
Kanan, Martha	BIO-102-91	Introduction to Biology	20	\$2,558.36	4	1/17/2018	5/16/2018
Kanan, Martha	BIO-102-91	Introduction to Biology	20	\$2,619.48	4	1/17/2018	5/16/2018
Karasek, Robert	CAD-100-8B	Autocad Fundamentals	8	\$2,581.27	3	1/20/2018	5/12/2018
Karasek, Robert	CAD-100-8B	Autocad Fundamentals	8	\$1,761.96	3	1/20/2018	5/12/2018
Karasek, Robert	CAD-220-1B	Autodesk Inventor	8	\$2,581.27	3	1/17/2018	5/16/2018
Karasek, Robert	CAD-220-1B	Autodesk Inventor	8	\$1,761.96	3	1/17/2018	5/16/2018
Khalifeh, Khalaf	BIO-102-3C	Introduction to Biology	20	\$2,337.61	4	1/16/2018	5/17/2018
Khalifeh, Khalaf	BIO-204-4L	Anatomy & Physiology II	21	\$2,393.46	4	1/17/2018	5/16/2018
Knickerbocker, Sharon	MUS-100-1C	Music Appreciation	23	\$2,609.67	3	1/17/2018	5/16/2018
Knickerbocker, Sharon	MUS-100-2E	Music Appreciation	25	\$2,609.67	3	1/17/2018	5/16/2018
Knickerbocker, Sharon	MUS-112-1R	Keyboard Musicianship 1	6	\$2,548.78	1	1/16/2018	5/17/2018
Labno, David	MAT-083-4C	Elementary Algebra-Part I	27	\$1,595.64	2	1/16/2018	3/8/2018
Labno, David	MAT-084-4C	Elementary Algebra-Part II	28	\$1,595.64	2	3/13/2018	5/17/2018
Lasorella, Dalan	CPS-111-H5	Business Computer Systems	20	\$2,548.78	3	1/18/2018	5/17/2018
Lasorella, Dalan	CPS-111-H5	Business Computer Systems	20	\$1,739.78	3	1/18/2018	5/17/2018
Leven, Robert	BIO-204-34	Anatomy & Physiology II	25	\$2,814.32	4	1/16/2018	5/17/2018
Leven, Robert	BIO-204-34	Anatomy & Physiology II	25	\$2,881.56	4	1/16/2018	5/17/2018
Li, Jiarong	MAT-083-2H	Elementary Algebra-Part I	10	\$1,595.64	2	1/16/2018	3/8/2018
Li, Jiarong	MAT-084-2H	Elementary Algebra-Part II	11	\$1,595.64	2	3/13/2018	5/17/2018
Li, Jiarong	MAT-084-3E	Elementary Algebra-Part II	7	\$1,595.64	2	1/16/2018	3/8/2018
Li, Jiarong	MAT-085-3E	Intermed Algebra-Part I	11	\$1,595.64	2	3/13/2018	5/17/2018
Lopez, Beda	HCP-130-23	Medical Terminology Coding & Classification System	9	\$2,509.89	3	1/18/2018	5/17/2018
Lopez, Beda	HIT-103-1H	Medical Terminology Coding & Classification System	9	\$3,304.69	3	1/18/2018	5/17/2018
Lopez, Noe	MAT-085-65	Intermed Algebra-Part I	17	\$1,739.78	2	1/16/2018	3/8/2018
Lopez, Noe	MAT-086-65	Intermed Algebra-Part II	13	\$1,739.78	2	3/13/2018	5/17/2018
Lopez, Noe	MAT-090-42	Mathematics Fundamentals	17	\$2,609.67	3	1/16/2018	5/17/2018
LoPresti, Joseph	ART-103-32	Drawing I	14	\$4,798.13	3	1/30/2018	5/17/2018
LoPresti, Joseph	ART-120-22	Art Appreciation	29	\$2,741.79	3	1/22/2018	5/14/2018
Lorgus, Richard	BUS-106-1F	Principles of Finance	21	\$2,609.67	3	1/16/2018	5/17/2018
Lubenkov, Paul	ENG-088-5H	Basic Composition	25	\$2,619.48	3	1/16/2018	5/17/2018
Lyons, Kenneth	LAW-205-21	Criminal Law II	14	\$2,742.72	3	1/17/2018	5/16/2018
Lyons, Kenneth	LAW-207-1B	Court Procedures and Evidence	24	\$2,742.72	3	1/16/2018	5/17/2018

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Adjunct Full Name	Course	Course Title	Enrollment	Stipend Amount	Credits	Start Date	End Date
Lyons, Kenneth	LAW-208-1F	Police Organization and Admin	30	\$2,742.72	3	1/16/2018	5/17/2018
Mallett, Klaudia	PSY-101-5K	Intro to Psychology	31	\$2,493.24	3	1/16/2018	5/17/2018
Mallett, Klaudia	PSY-101-K2	Intro to Psychology	33	\$2,493.24	3	1/18/2018	5/17/2018
Mallett, Klaudia	PSY-101-LG	Intro to Psychology	11	\$2,493.24	3	1/20/2018	5/12/2018
Marquez, Carlos	CAD-227-1L	Solid Works Assemblies	10	\$2,337.61	3	1/16/2018	5/17/2018
Marquez, Carlos	CAD-227-1L	Solid Works Assemblies	10	\$1,595.64	3	1/16/2018	5/17/2018
Martinez Jr, Salvador	ENG-101-9B	Rhetoric I	23	\$2,493.24	3	1/17/2018	5/16/2018
Martinez Jr, Salvador	ENG-102-9C	Rhetoric II	22	\$2,493.24	3	1/17/2018	5/16/2018
Martinez Jr, Salvador	ENG-102-JD	Rhetoric II	24	\$2,493.24	3	1/17/2018	5/16/2018
Martino, Shannon	ART-125-1G	Art History I Prehistoric/Goth	21	\$2,514.63	3	1/17/2018	5/16/2018
Martino, Shannon	ART-126-1E	Art History II Renaissance & B	13	\$2,514.63	3	1/17/2018	5/16/2018
Mathelier, Lisa	SPN-101-1K	Beginning Spanish I	18	\$3,656.96	4	1/16/2018	5/17/2018
Mathelier, Lisa	SPN-101-8B	Beginning Spanish I Early Child Growth & Developme	13	\$3,656.96	4	1/20/2018	5/12/2018
Matthews, Kay	ECE-100-1F	Childre	26	\$2,742.72	3	1/17/2018	5/16/2018
Matthews, Kay	ECE-207-1J	Childre	8	\$2,742.72	3	1/17/2018	5/16/2018
Mazza, Anne	NUR-118-A2	Family NUR Care of Child & Family	5	\$2,345.59	3	4/14/2018	5/12/2018
Mazza, Anne	NUR-118-C2	Family	6	\$2,345.59	3	2/24/2018	4/7/2018
Medina, Gabriel	CAD-237-8B	Revit BIM Management	8	\$2,240.16	3	1/20/2018	5/12/2018
Medina, Gabriel	CAD-237-8B	Revit BIM Management	8	\$1,529.12	3	1/20/2018	5/12/2018
Mehmedagic, Selma	MAT-090-8B	Mathematics Fundamentals	11	\$2,609.67	3	1/20/2018	5/12/2018
Merrill, Willie	PHT-122-2B	Therapeutic Exercise	12	\$2,240.16	2	1/19/2018	5/11/2018
Merrill, Willie	PHT-122-2B	Therapeutic Exercise	12	\$764.56	2	1/19/2018	5/11/2018
Merrill, Willie	PHT-125-1B	Therapeutic Modalities II	13	\$1,139.19	1	1/16/2018	3/13/2018
Merrill, Willie	PHT-125-1B	Therapeutic Modalities II	13	\$382.28	1	1/16/2018	3/13/2018
Merrill, Willie	PHT-125-2B	Therapeutic Modalities II	14	\$1,139.19	1	1/18/2018	3/15/2018
Merrill, Willie	PHT-125-2B	Therapeutic Modalities II	14	\$382.28	1	1/18/2018	3/15/2018
Miculinic, Bonnie	HUM-154-8B	Latin American Culture	17	\$2,910.00	3	1/20/2018	5/12/2018
Miranda, Ashley	ENG-102-1B	Rhetoric II	23	\$2,619.48	3	1/16/2018	5/17/2018
Miranda, Ashley	ENG-102-5C	Rhetoric II Humanities Through the Arts	25	\$2,619.48	3	1/16/2018	5/17/2018
Montgomery, Jered	HUM-150-3G	Arts	34	\$2,493.24	3	1/17/2018	5/16/2018
Montgomery, Jered	MUS-100-32	Music Appreciation	22	\$2,493.24	3	1/17/2018	5/16/2018
Moreno, Benjamin	LAW-104-1E	Police Ops and Procedures I	32	\$2,741.79	3	1/16/2018	5/17/2018
Moreno, Benjamin	LAW-105-1C	Administration of Justice	35	\$2,741.79	3	1/16/2018	5/17/2018
Moreno, Berta	OMT-214-H1	Office Supervision	6	\$2,393.46	3	1/18/2018	5/17/2018
Moreno, Berta	OMT-242-11	Business Communications Intro to American Education	5	\$2,393.46	3	1/18/2018	5/17/2018
Moses, Calvin	EDU-100-11	Education	9	\$2,881.56	3	1/22/2018	5/14/2018
Mota Andrade, Jorge	BIO-212-42	Microbiology	16	\$2,337.61	4	1/17/2018	5/16/2018
Mota Andrade, Jorge	BIO-212-42	Microbiology	16	\$2,393.46	4	1/17/2018	5/16/2018

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Adjunct Full Name	Course	Course Title	Enrollment	Stipend Amount	Credits	Start Date	End Date
Navarro, Tracy	HUM-154-42	Latin American Culture	18	\$2,393.46	3	1/18/2018	5/17/2018
Ochoa-Galindo, Carmen	PSY-101-J2	Intro to Psychology	35	\$2,609.67	3	1/17/2018	5/16/2018
O'Halloran, Denis	FIR-180-11	Fire Investigation I	11	\$2,493.24	3	1/17/2018	5/16/2018
Pencheva, Tsonka	ECE-125-1E	The Exceptional Child	17	\$2,742.72	3	1/17/2018	5/16/2018
Perusich, James	ENG-086-4L	Reading & Writing III	23	\$2,742.72	3	1/16/2018	5/17/2018
Perusich, James	ENG-086-52	Reading & Writing III	20	\$2,742.72	3	1/16/2018	5/17/2018
Pipikios, Iwona	PHS-103-32	Physical Science I	17	\$1,620.61	4	1/17/2018	5/16/2018
Pipikios, Iwona	PHS-103-32	Physical Science I	17	\$2,493.24	4	1/17/2018	5/16/2018
Pranger, Norbert	CIS-233-8B	Interconnect Network Device II	9	\$2,451.33	3	1/20/2018	5/12/2018
Pranger, Norbert	CIS-233-8B	Interconnect Network Device II	9	\$1,673.26	3	1/20/2018	5/12/2018
Reynard, Michael	MAT-075-1B	Math for Nurses	28	\$937.09	1	1/17/2018	2/23/2018
Reynard, Michael	MAT-075-2K	Math for Nurses	30	\$937.09	1	1/30/2018	2/22/2018
Reynard, Michael	MAT-075-4J	Math for Nurses	9	\$937.09	1	4/3/2018	5/3/2018
Roldon, Joseph	NUR-118-C4	NUR Care of Child & Family	6	\$2,345.59	3	2/23/2018	4/6/2018
Roldon, Joseph	NUR-118-A3	NUR Care of Child & Family	7	\$2,345.59	3	4/12/2018	5/10/2018
Ruiz, Ruben	OMT-216-11	Spreadsheet Software Fundament	14	\$880.98	1	1/16/2018	2/27/2018
Ruiz, Ruben	OMT-218-15	Database Software Fundamentals	17	\$880.98	1	1/16/2018	2/27/2018
Ruiz, Ruben	OMT-219-1H	Database Software Advanced	23	\$1,761.96	2	3/6/2018	5/15/2018
Ruiz, Ruben	OMT-223-H1	Spreadsheet Software Advanced	13	\$1,761.96	2	3/6/2018	5/15/2018
Rutka, Leonard	LAW-102-11	Intro to Criminology	26	\$2,742.72	3	1/19/2018	5/11/2018
Rutka, Leonard	LAW-210-21	Cold Case Investigation	18	\$2,742.72	3	1/22/2018	5/14/2018
Samplawski, Phyllis	SOC-100-8B	Intro to Sociology	32	\$2,609.67	3	1/20/2018	5/12/2018
Samplawski, Phyllis	SOC-101-22	The Family	32	\$2,609.67	3	1/17/2018	5/16/2018
Sandoval, Jamie	CIS-161-1L	Intro to Operating Systems	16	\$2,509.89	3	1/17/2018	5/16/2018
Sandoval, Jamie	CIS-165-H1	Intro to Network Security	11	\$2,451.33	3	1/19/2018	5/11/2018
Sandoval, Jamie	CIS-165-H1	Intro to Network Security	11	\$1,673.26	3	1/19/2018	5/11/2018
Sandoval, Jamie	CIS-181-12	Advanced PC Diagnosis and Svc	12	\$2,451.33	3	1/16/2018	5/17/2018
Sandoval, Jamie	CIS-181-12	Advanced PC Diagnosis and Svc	12	\$1,673.26	3	1/16/2018	5/17/2018
Sanei, Maxwell	PEH-101-1C	Personal & Community Health	8	\$1,662.16	2	1/17/2018	5/16/2018
Sanei, Maxwell	PEH-101-2D	Personal & Community Health	14	\$1,662.16	2	1/17/2018	5/16/2018
Sanei, Maxwell	PEH-102-1B	First Aid	20	\$1,662.16	2	1/16/2018	5/17/2018
Sanei, Maxwell	PEH-102-3E	First Aid	23	\$1,662.16	2	1/17/2018	5/16/2018
Sanei, Maxwell	PEH-102-51	First Aid	18	\$1,662.16	2	1/22/2018	5/14/2018
Sanei, Maxwell	PEH-103-5F	Nutrition	23	\$1,662.16	2	1/17/2018	5/16/2018
Sanei, Maxwell	PEH-103-8E	Nutrition	20	\$1,662.16	2	1/19/2018	5/11/2018
Sassetti, James	LAW-104-22	Police Ops and Procedures I	18	\$2,742.72	3	1/18/2018	5/17/2018

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Adjunct Full Name	Course	Course Title	Enrollment	Stipend Amount	Credits	Start Date	End Date
Sassetti, James	LAW-207-21	Court Procedures and Evidence	14	\$2,742.72	3	1/17/2018	5/16/2018
Schmidt, Michael	ENG-088-7C	Basic Composition	26	\$2,393.46	3	1/17/2018	5/16/2018
Schmidt, Michael	ENG-088-8D	Basic Composition	24	\$2,393.46	3	1/17/2018	5/16/2018
Schrey, Courtney	CHM-100-3B	Fundamentals of Chemistry	24	\$2,435.06	4	1/17/2018	5/16/2018
Schrey, Courtney	CHM-100-3B	Fundamentals of Chemistry	24	\$2,493.24	4	1/17/2018	5/16/2018
Selvaggio, Nicole	ENG-101-7F	Rhetoric I	24	\$2,393.46	3	1/16/2018	5/17/2018
Selvaggio, Nicole	ENG-102-2B	Rhetoric II	23	\$2,393.46	3	1/16/2018	5/17/2018
Selvaggio, Nicole	ENG-102-6E	Rhetoric II	24	\$2,393.46	3	1/16/2018	5/17/2018
Shamoon, Zaya	MAT-083-1E	Elementary Algebra - Part I	27	\$1,828.48	2	1/16/2018	3/8/2018
Shamoon, Zaya	MAT-084-1E	Elementary Algebra - Part II	29	\$1,828.48	2	3/13/2018	5/17/2018
Shamoon, Zaya	MAT-102-2C	General Education Mathematics	29	\$3,656.96	4	1/16/2018	5/17/2018
Smith, Duane	ATM-105-1C	Automatic Transmissions	16	\$4,894.29	4	1/16/2018	5/17/2018
Smith, Duane	ATM-105-1C	Automatic Transmissions	16	\$1,673.26	4	1/16/2018	5/17/2018
Smith-Irowa, Pamela	ENG-084-4C	Reading & Writing II	24	\$2,881.56	3	1/17/2018	5/16/2018
Smith-Irowa, Pamela	ENG-086-6B	Reading & Writing III	25	\$2,881.56	3	1/17/2018	5/16/2018
Smith-Irowa, Pamela	ENG-101-OK	Rhetoric I	25	\$2,881.56	3	1/17/2018	5/16/2018
Smith-Irowa, Pamela	ENG-102-ML	Rhetoric II	18	\$2,881.56	3	1/17/2018	5/16/2018
Smith, Jeanine	HCP-130-13	Medical Terminology	29	\$2,393.46	3	1/16/2018	5/15/2018
Smith, Jeanine	PEH-103-3K	Nutrition	11	\$1,595.64	2	1/16/2018	5/17/2018
Smith, Jeanine	PEH-103-J5	Nutrition	16	\$1,595.64	2	1/22/2018	5/14/2018
Spoleti, Thomas	PHI-125-3A	World Religions in Global Context	21	\$2,609.67	3	1/17/2018	5/16/2018
Spoleti, Thomas	PHI-201-1C	Philosophy	32	\$2,609.67	3	1/17/2018	5/16/2018
Stanukinas, Melissa	BIO-102-4C	Introduction to Biology	19	\$2,337.61	4	1/16/2018	5/17/2018
Steadman, Michael	CHM-100-8B	Fundamentals of Chemistry	15	\$2,337.61	4	1/20/2018	5/12/2018
Steadman, Michael	CHM-100-8B	Fundamentals of Chemistry	15	\$2,393.46	4	1/20/2018	5/12/2018
Stefanski, Eric	HUM-150-42	Humanities Through the Arts	27	\$2,393.46	3	1/18/2018	5/17/2018
Stevens, Jane	ART-115-8B	Photography I	11	\$5,348.30	3	1/20/2018	5/12/2018
Stewart, Constance	MAT-085-4K	Intermediate Algebra-Part I	26	\$1,828.48	2	1/16/2018	3/8/2018
Stewart, Constance	MAT-085-82	Intermediate Algebra-Part I	13	\$1,828.48	2	1/16/2018	3/8/2018
Stewart, Constance	MAT-086-4K	Intermediate Algebra-Part II	16	\$1,828.48	2	3/13/2018	5/17/2018
Stewart, Constance	MAT-086-82	Intermediate Algebra-Part II	14	\$1,828.48	2	3/13/2018	5/17/2018
Sun, Yizhong	POL-201-12	US National Government	18	\$2,741.79	3	1/22/2018	5/14/2018
Swint, Ashley	BUS-107-2B	Principles of Marketing	18	\$2,393.46	3	1/18/2018	5/17/2018
Talwar, Sundeep	CHM-101-1E	Intro to Chemistry I	19	\$2,337.61	4	1/16/2018	5/17/2018
Talwar, Sundeep	CHM-101-1E	Intro to Chemistry I	19	\$2,393.46	4	1/16/2018	5/17/2018
Thelemaque, Cristina	BIO-102-5H	Introduction to Biology	20	\$2,677.81	4	1/16/2018	5/17/2018
Thelemaque, Cristina	BIO-102-5H	Introduction to Biology	20	\$2,741.79	4	1/16/2018	5/17/2018
Thelemaque, Cristina	BIO-203-41	Anatomy & Physiology I	23	\$2,741.79	4	1/17/2018	5/16/2018
Thelemaque, Cristina	PEH-103-1B	Nutrition	20	\$1,827.86	2	1/16/2018	5/17/2018

2018 Spring Adjunct Employment/Assignment Report

Adjunct Full Name	Course	Course Title	Enrollment	Stipend Amount	Credits	Start Date	End Date
Traver, David	PHI-125-1E	Wrld Religions in Global Conte	33	\$2,609.67	3	1/16/2018	5/17/2018
Traver, David	PHI-125-2F	Wrld Religions in Global Conte	32	\$2,609.67	3	1/16/2018	5/17/2018
Truly, Donald	MUS-115-1R	Ear Trn & Sight Sign I	7	\$1,702.66	1	1/16/2018	5/17/2018
Turner, Jocelyn	ENG-101-1B	Rhetoric I	23	\$2,609.67	3	1/16/2018	5/17/2018
Turner, Jocelyn	ENG-101-82	Rhetoric I	22	\$2,609.67	3	1/16/2018	5/15/2018
Turner, Jocelyn	ENG-102-N2	Rhetoric II	24	\$2,609.67	3	1/17/2018	5/16/2018
Vacek, Sarah	ECE-160-11	Curriculum Planning for Childr	19	\$2,742.72	3	1/22/2018	5/14/2018
Vacek, Sarah	ECE-215-11	The First Three Years of Life	20	\$2,742.72	3	1/16/2018	5/15/2018
Voight, William	LAW-105-21	Administration of Justice	24	\$2,493.24	3	1/16/2018	5/15/2018
Voight, William	LAW-203-8B	Law Enforcement & Comm Relatio	8	\$2,493.24	3	1/20/2018	5/12/2018
Wedge, Frances	PEH-103-4D	Nutrition	23	\$1,827.86	2	1/17/2018	5/16/2018
Wiehle, Michael	BUS-230-NR	Business Law and Contracts	20	\$2,493.24	3	1/16/2018	5/17/2018
Willit, James	CHM-100-21	Fundamentals of Chemistry	26	\$2,548.78	4	1/16/2018	5/17/2018
Willit, James	CHM-100-21	Fundamentals of Chemistry	26	\$2,609.67	4	1/16/2018	5/17/2018
Yaghoubi, Poupak	MAT-090-2J	Mathematics Fundamentals	19	\$2,493.24	3	1/16/2018	5/17/2018
Yaghoubi, Poupak	MAT-090-6C	Mathematics Fundamentals	29	\$2,493.24	3	1/16/2018	5/17/2018
Yanez, Rodolfo	CSS-100-2L	College Study Seminar	21	\$2,393.46	3	1/16/2018	5/17/2018
Zeni, Wendy	SPE-101-L2	Principles of Public Speaking	22	\$2,742.72	3	1/18/2018	5/17/2018
Zeni, Wendy	SPE-101-NB	Principles of Public Speaking	22	\$2,742.72	3	1/27/2018	5/12/2018
Zick, Jennifer	ECE-115-NR	Family, School & Community	18	\$2,742.72	3	1/16/2018	5/17/2018
Grand Total				\$664,926.45			

ADULT EDUCATION

Instructor	Section Name	Section Title	Enrolled	Assignment Paid Amount	Section Start Date
Abate, Nannette	ESL-020-C6	ESL II	26	\$2,509.89	1/16/2018
Abate, Nannette	ESL-090-M3	Conversational Practice I	26	\$1,673.26	1/19/2018
Abdel-Jaber, Nellie	ESL-030-F5	ESL III	6	\$2,642.94	1/17/2018
Annoreno, Angelo	ESL-020-70	ESL II	13	\$2,493.24	1/16/2018
Chin, Dixon	ESL-040-C5	ESL IV	19	\$2,811.27	1/17/2018
Choudhury, Parsa	ESL-040-C6	ESL IV	23	\$2,881.56	1/16/2018
Cisco Jr, Taylor	CAR-001-S3	Orientation to World of Work	4	\$398.91	1/30/2018
Cisco Jr, Taylor	MAT-012-S1	Mathematics for Proficiency	19	\$2,393.46	1/17/2018
Enstrom, Elena	ESL-050-70	English As a Second Language V	15	\$2,642.94	1/16/2018
Enstrom, Elena	ESL-060-N5	ESL VI	24	\$2,642.94	1/16/2018
Erkins, Mary	ESL-030-C5	ESL III	26	\$2,642.94	1/17/2018
Fram, Harriet	ESL-035-M3	Beg Conversational Practice	28	\$1,874.18	1/19/2018
Fram, Harriet	ESL-040-S5	ESL IV	5	\$2,811.27	1/17/2018
Garcia, Jose	ESL-020-C5	ESL II	20	\$2,742.72	1/17/2018
Garcia, Jose	ESL-035-V3	Beg Conversational Practice	6	\$1,828.48	1/19/2018
Gonzalez, Sotero	ESL-035-L5	Beg Conversational Practice	17	\$2,493.24	1/16/2018
Halsey, Meg	ESL-010-C6	English as a Second Language	4	\$2,742.72	1/16/2018
Halsey, Meg	ESL-092-V3	Conversational Practice II	23	\$1,828.48	1/19/2018
Haynes, Bernice	CAR-001-S4	Orientation to World of Work	15	\$418.32	1/30/2018
Huff, Cheryl	ABE-030-S2	Reading and English 3	11	\$2,642.94	1/16/2018
Jundt, Gene	GED-012-S2	GED Review	11	\$2,881.56	1/16/2018
Kamien, Linda	ABE-091-S2	Mathematics 2	21	\$2,742.72	1/17/2018
Latham-Williams, Karen	ABE-040-S1	Reading and English 4	20	\$2,742.72	1/16/2018
Lind, Carmen	ESL-090-L5	Conversational Practice I	22	\$3,045.00	1/16/2018
Lopez, Flora	ESL-008-E5	ESL Fundamentals I	5	\$2,642.94	1/17/2018
Lopez, Flora	ESL-010-70	English as a Second Language	23	\$2,642.94	1/16/2018
Lubeck, Sarah	ESL-050-S5	English As a Second Language V	15	\$2,811.27	1/17/2018
Lubeck, Sarah	ESL-090-V3	Conversational Practice I	21	\$1,874.18	1/19/2018
Marquez, Maria	ESL-040-70	ESL IV	12	\$2,642.94	1/16/2018
Martinez, Pearl	ESL-030-E5	ESL III	24	\$2,493.24	1/17/2018
Mathelier, Lisa	ESL-092-M3	Conversational Practice II	25	\$1,828.48	1/19/2018
McCoy, C. James	ESL-030-C6	ESL III	9	\$2,642.94	1/16/2018
McManmon, Zoe	ESL-060-70	ESL VI	17	\$2,881.56	1/16/2018

Miral, Luis	ESL-010-E5	English as a Second Language	20	\$2,742.72	1/17/2018
Perez, Margarita	ABE-040-S2	Reading and English 4	13	\$2,742.72	1/16/2018
Perez, Margarita	CAR-001-S2	Orientation to World of Work	19	\$457.12	1/29/2018
Pettus, Exodus	ABE-091-S1	Mathematics 2	23	\$2,642.94	1/17/2018
Ramirez, Elaine	ESL-010-C5	English as a Second Language	11	\$2,642.94	1/17/2018
Rein, Jack	GED-012-S4	GED Review	17	\$2,619.48	1/16/2018
Reynard, Michael	CAR-001-S1	Orientation to World of Work	26	\$468.55	1/29/2018
Rohl, Michael	ABE-091-S4	Mathematics 2	21	\$2,674.92	1/17/2018
Roland, H.M. Joyce	ABE-030-S1	Reading and English 3	9	\$2,811.27	1/16/2018
Roland, H.M. Joyce	ESL-050-N5	English As a Second Language V	26	\$2,811.27	1/17/2018
Sanchez, Pedro	ESL-020-E5	ESL II	21	\$2,811.27	1/17/2018
Steinz, Margaret	MAT-012-S2	Mathematics for Proficiency	16	\$2,742.72	1/17/2018
Taylor, Kimberly	GED-012-S1	GED Review	17	\$2,609.67	1/16/2018
Tito, Frank	ESL-030-70	ESL III	29	\$2,811.27	1/16/2018
Trevino-Garcia, Linda	ABM-010-S2	Beginning Mathematics	30	\$2,742.72	1/17/2018
Ulit, Enriqueta	ESL-008-F5	ESL Fundamentals I	4	\$2,642.94	1/17/2018
Ulit, Enriqueta	ESL-040-E5	ESL IV	22	\$2,642.94	1/17/2018
Valeriano, Joann	BHC-010-F8	Bridge to Healthcare Careers	5	\$2,609.67	1/19/2018
Westlove, Michael	ABM-010-S1	Beginning Mathematics	22	\$2,514.63	1/17/2018
Winningham, Susan	ESL-060-E5	ESL VI	10	\$2,742.72	1/17/2018
Zabransky, Angela	ESL-030-S5	ESL III	10	\$2,509.89	1/17/2018
			926	\$130,982.56	
Buongiorno, Joseph				\$ 1,200.00	
Buongiorno, Mary Joe	SND 004 05	Skills for Daily Living		\$ 1,200.00	1/8/2018
Lewis, Ann			9	\$ 1,200.00	

935 \$ 134,582.56

Melissa Mollett

From: Stan Fields
Sent: Wednesday, February 14, 2018 11:43 AM
To: Melissa Mollett
Cc: Maria Anderson; Keith McLaughlin
Subject: Fwd: NON-TENURED INSTRUCTORS CONTINUED EMPLOYMENT
Attachments: EMPLOYMENT STATUS-non-tenured fac-2-1-18.docx; ATT00001.htm

Follow Up Flag: Follow up
Flag Status: Flagged

Ok

Begin forwarded message:

From: Keith McLaughlin <Keith.McLaughlin@morton.edu>
Date: February 13, 2018 at 3:53:34 PM CST
To: Stan Fields <stan.fields@morton.edu>
Cc: Melissa Mollett <melissa.mollett@morton.edu>, Roxanne M Barone <Roxanne.Barone@morton.edu>, Frank E Marzullo <frank.marzullo@morton.edu>
Subject: FW: NON-TENURED INSTRUCTORS CONTINUED EMPLOYMENT

I approve the continuing employment action of the full-time non-tenured faculty listed on the attachment at the February BOT meeting. The recommendation on the status of the full-time non-tenured nursing instructor will be sent as a separate document.

Keith D. McLaughlin, Ph.D.
Provost
Morton College
3801 South Central Avenue
Cicero, Illinois 60804-4398
708-656-8000, ext. 2277
keith.mclaughlin@morton.edu

From: Roxanne M Barone
Sent: Tuesday, February 13, 2018 12:02 PM
To: Keith McLaughlin <Keith.McLaughlin@morton.edu>
Subject: NON-TENURED INSTRUCTORS CONTINUED EMPLOYMENT

Keith,
Please forward to Dr. Fields for the February Board Meeting:

PROPOSED ACTION: THAT THE BOARD APPROVE THE EMPLOYMENT STATUS OF NON-TENURED INSTRUCTORS FOR ACADEMIC YEAR 2018-2019 AS SUBMITTED.

RATIONALE: [Required by Board Policy 3.1 and Chapter 110, Act 805, Section 3B-2 and 3 of the Illinois Compiled Statutes]

Approving the continued employment of non-tenured instructors reaffirms the initial employment decision and is generally recognized as a good practice since tenure is awarded at the conclusion of an instructor's probation; notice of non-renewal and extension of probation must also occur on a timely basis within the provisions of State statute.

COST ANALYSIS: N/A

ATTACHMENTS: Recommended Employment Status

Roxanne Barone

Executive Assistant

Office of the Provost

Roxanne.barone@morton.edu

708-656-8000, ext. 2241

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RECOMMENDED EMPLOYMENT STATUS

NON-TENURED INSTRUCTORS

- Recommended for Continued Employment— Second Contract: 2018-2019 Academic Year

* <u>Instructor</u>	<u>Discipline</u>	<u>Employment Began</u>
Green, Amy	Nursing	Fall 2017
Windham, Brandie	Mathematics	Fall 2017

*Employment began fall 2017, review for tenure will be prior to March 2020

** <u>Instructor</u>	<u>Discipline</u>	<u>Employment Began</u>
Gourlay, Jonathan	Adult Education	Spring 2018
Mulvey, Irene	BNAT	Spring 2018
Ritz, James	Law Enforcement	Spring 2018

**Employment began spring semester 2018, review for tenure will be prior to October 2020

**MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT**

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 27th day of February (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and *Ruben Ruiz*, an individual residing in Illinois ("Employee"), (collectively, the College and Employee may, for convenience only, be hereinafter referred to as the "Parties" and each individually as a "Party").

The Parties desire to set forth in writing the terms and conditions of their agreements and understandings.

W I T N E S S E T H:

WHEREAS, Employee desires to serve as the *Chief Information Officer* ("Chief Information Officer" or "Administrator") of the College; and

WHEREAS, Employee possesses an intimate knowledge of the business and affairs of educational institutions and the policies, procedures, methods, students and personnel thereof; and

WHEREAS, the Board of Trustees of the College (the "Board") has determined that it is in the best interest of the College to secure the services and employment of Employee based on the terms and conditions set forth herein; and

WHEREAS, Employee desires to serve as the *Chief Information Officer* of the College and the Parties desire to enter into this Agreement whereby Employee will serve as said Administrator of the College; and

WHEREAS, the College hereby agrees to employ Employee as said Administrator of the College, under the terms and conditions set forth in this Agreement; and

WHEREAS, Employee hereby accepts and agrees to such employment, subject to the general supervision by and pursuant to the directions of the Board, the President of the College and/or their respective designees; and

WHEREAS, Employee shall perform the services and undertake the obligations of said Administrator of the College, which shall include the adherence of College policy and the enactment of rules and procedures necessary and required for the effective administration of the College, and Employee shall receive the rights and the authority of said Administrator of the College; and

NOW, THEREFORE, in consideration of the foregoing, the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt

and sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. EMPLOYMENT:

- 1.1 Position. Employee shall serve as the *Chief Information Officer* of the College and be employed as the *Chief Information Officer* of the College.
- 1.2 Duties. Employee shall perform the duties, undertake the responsibilities and exercise the authority customarily performed by persons employed as the *Chief Information Officer* of an Illinois Community College as set forth in the Position Description (attached hereto) and as governed by the Board's Policies and Procedures, as well as any applicable employee manual and past practices, as the same may be updated from time to time. Additionally, Employee shall attend commencement, all the open sessions of all College Board of Trustee Meetings, and a minimum of two (2) other social, cultural, or sporting events sponsored by the College each Fiscal Year (July 1 – June 30). Further, Employee shall perform such other duties as are assigned to him/her by the Board, the President of the College or their respective designees in his/her capacity as the *Chief Information Officer* of the College.

Notwithstanding the forgoing, Employee's position and duties may be modified at any time, so long as the Parties agree, in good faith, that such modification would be in the best interests of The College.

- 1.3 Best Efforts. Employee agrees that at all times s/he will faithfully, efficiently and to the best of his/her abilities and talents perform all of the duties which may be required of and from her, pursuant to the terms hereof and to the reasonable satisfaction of the Board or its designee. Employee shall abide by all policies and decisions made by the College, as well as all applicable federal, state and local laws, statutes, ordinances, orders, rules and regulations, in addition to the Board's Policies and Procedures. The Employee shall act in the best interests of the College at all times. The Employee agrees to devote his/her full-time, skill and attention to said employment during the term of this Agreement, provided however, that the Employee may engage in non-competitive activities so long as such activities do not interfere with the Employee's responsibilities under this Agreement and the Employee receives the prior written authorization from the President. The Employee shall not engage in any work or business for the Employee's own interest or for or on behalf of any other person, firm or corporation that competes or interferes with the performance of the Employee's duties hereunder, or poses an actual or potential conflict of interest with the College, as may be determined by the Board in its sole discretion, whether the same is for pay or as a volunteer. If the Board believes such a conflict exists during the term of this Agreement, the Board or its designee may ask the Employee to choose to discontinue the other work or resign employment with the College.

2. TERM:

The term of Employee's employment shall commence on the 27th day of February 2018 (the "Commencement Date") and shall continue until the 30th day of June 2019 (the "Expiration Date") unless earlier terminated as provided for in Section 5 of this Agreement. Employee acknowledges that s/he has no expectation of renewal after the expiration of the term of this Agreement.

3. RESTRICTIVE COVENANTS:

To the fullest extent of Employee's knowledge, Employee represents and warrants to the College that Employee is not bound by any restrictive covenant of another entity or employer and has no prior or other obligations or commitments that would, in any way, prevent, restrict, hinder or interfere with Employee's acceptance of employment by the College or the performance of the duties and services hereunder. Employee shall defend, indemnify and hold harmless the College for any liability the College may incur as the result of the existence of any such covenants, obligations or commitments.

4. REMUNERATION:

Employee shall receive the following as his/her total remuneration:

- 4.1 Base Salary. Employee shall receive an annual base salary of *one hundred and twenty-four thousand* U.S. Dollars (\$124,000), for Fiscal Year 2017 – 2018 (July 1, 2017 – June 30, 2018) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2018.

Said amounts shall be paid in equal installments according to the payroll dates in effect for other senior level administrators, with such deductions as may be required by law and as may be agreed upon between the Board and the President.

- 4.2 Expenses. Employee shall receive a maximum of five hundred and no/100 U.S. dollars (\$500.00) per Fiscal Year to be used towards Employee's professional development. The expenditure of the abovementioned allotment is subject to the prior written approval of the President of the College. This expense is not cumulative and any portion of the five hundred and no/100 U.S. dollars (\$500.00) that remains unused at the termination of the Fiscal Year shall lapse and will not be available to Employee during any succeeding year of employment. Employee shall also be reimbursed for an annual physical examination and any other expense that the President of the College, in his or her sole discretion, deems appropriate.

Employee shall be reimbursed for the abovementioned-incurred expenses for which Employee submits receipts in accordance with the terms of this Agreement. The receipts shall be submitted to the Controller, and upon approval by the President, Employee shall be reimbursed for such expenses.

- 4.3 Education and Retention Incentive. Unless otherwise approved by the President and the Board of Trustees, Employee shall be entitled to tuition reimbursement in the amount of five thousand dollars (\$5,000.00) per Academic Year. All other terms of the College's tuition reimbursement policy for Administrators shall apply to Employee. In the event the President and/or the Board requests that Employee take certain educational classes, no tuition cap applies.
- 4.4 Illinois State Universities Retirement System. The compensation/earnings stated in paragraph 4 and its subparts, includes, where applicable, the statutorily mandated employee contributions to the Illinois State Universities Retirement System pursuant to the Illinois Pension Code.
- 4.5 Insurance.
- A. Comprehensive Medical Insurance. The College shall offer to Employee the same Comprehensive Medical Insurance Program that it offers its other employees. The College and Employee shall pay the following portions of the per annum rate for the Comprehensive Medical Insurance Program offered by the College and selected Employee, respectively: The Administrator shall pay the lowest available rate for the coverage that they select. Those rates will be approved by the Board of Trustees and made available to the Administrator during open enrollment.
 - B. Dental Insurance. The College shall offer to Employee the same Dental Insurance Program that it offers to its other employees. The College shall pay for one hundred percent (100%) of the annum rate for the Dental Insurance Program offered by the College for individual coverage, whether HMO or PPO. If selected, Dependent Dental Insurance coverage shall be paid for in full by Employee.
 - C. Vision Insurance. The College shall offer to Employee the same Vision Insurance Program that it offers to its other employees. The College shall pay for one hundred percent (100%) of the annum rate for the Vision Insurance Program offered by the College for individual coverage, whether HMO or PPO. If selected, Dependent Vision Insurance coverage shall be paid for in full by Employee.
 - D. Life Insurance. The College shall provide (and pay for) individual term life insurance coverage to Employee based on the Employee's annual salary to the closest lowest thousand dollars. Employee shall be solely

responsible for the payment of family life insurance coverage, if applicable.

4.6 Paid Time Off Benefits. Employee shall receive the following benefits:

(A) Twenty-one (21) days of vacation annually, in addition to any days that are designated as holidays by the College. Said vacation days are prorated and not cumulative except as set forth herein. Vacation days should be taken in the same Fiscal Year (i.e., July 1st – June 30th) in which they are earned. Except for unforeseen emergencies, vacation leave should be scheduled as far in advance as possible. Vacation leave requests must be approved by your immediate supervisor. Vacation leave in excess of two (2) continuous weeks ordinarily will not be granted, unless otherwise approved by the Vice President, Provost, or President. Requests for vacation shall not be arbitrarily or unreasonably denied. You may carry-over a maximum of fifteen (15) vacation days annually. Any vacation time accrued and unused in one (1) fiscal year in excess of fifteen (15) days will be lost. Effective July 1st, if you have more than the maximum allowance, your vacation account will be adjusted to the maximum allowance of fifteen (15) carry-over days of vacation (use it or lost it). Vacation leave carry-over will be adjusted at the close of business on June 30th of every year. Newly awarded vacation leave will not be included in the calculation of the maximum allowance during the adjustment; and

(B) Five (5) days of personal leave per Fiscal Year (July 1st – June 30th); said personal days are prorated and not cumulative, however, any unused personal day(s) may be converted into accumulated sick leave days in the next Fiscal Year, if applicable; and

(C) Twenty (20) days of sick leave at full pay per Fiscal Year, which days are prorated and cumulative so long as Employee is continuously employed by the College; the sick leave guidelines contained in the Classified Staff Collective Bargaining Agreement for a twelve (12) month year shall govern, if applicable; and

(D) For the purposes of paid time off identified in Paragraph 4.6 and its subparts, all paid time off accrues on the 1st day of July, but shall be prorated if employment is terminated prior to June 30th of the Fiscal Year in which the time was earned.

4.7 Communication Devices. Morton College agrees to pay Employee as part of his/her gross compensation, the sum of one hundred and no/100 U.S. dollars (\$100.00) per month to reimburse the Employee for using their own “communication devices” (e.g., laptop, cell phone, iPad, etc.) to perform their job duties. As a result, Morton College will not provide the Employee with any “communication devices.”

5. TERMINATION:

This Agreement may be terminated due to Disability (as defined below), for Cause (as defined below), for Good Reason (as defined below), due to the death of Employee (as defined below), upon ninety (90) days' notice by either Party or shall terminate on the Expiration Date, as described above.

- 5.1 Termination due to Disability. Either Employee or the College shall be entitled to terminate Employee's employment for Disability by giving the other Party fifteen (15) calendar days' written notice. For purposes of this Agreement, "Disability" shall mean Employee's inability to perform his/her duties for the greater of: (a) sixty (60) working days; or (b) the number of working days that it takes Employee to exhaust all sick, personal/emergency, vacation, and other accumulated paid time off, as a result of physical or mental impairment, illness or injury, and such condition, in the opinion of a medical doctor selected by the College and reasonably acceptable to Employee or his/her legal representative, is total and permanent. In the event of Employee's termination due to disability, the College shall pay to Employee his/her accrued salary and vacation up to the date of termination.
- 5.2 Termination by the College for Cause. Although the College anticipates a mutually rewarding employment relationship with Employee, the College may terminate Employee's employment at any time for Cause. For purposes of this Agreement, "Cause" means any of the following, as determined by a majority vote of the Board:
- (A) Employee's conviction or plea of *nolo contendere* to a felony or a misdemeanor involving fraud, misappropriation, embezzlement, or moral turpitude;
 - (B) Acts or omissions constituting gross negligence, recklessness or willful misconduct on the part of Employee with respect to Employee's obligations to the College or otherwise relating to the business of the College;
 - (C) Employee's fraud or dishonesty in connection with Employee's performance of duties, which has a materially detrimental effect on the College;
 - (D) Employee's inappropriate relations/interactions with students and/or employees of the College that could expose the College to liability;
 - (E) A material breach by Employee of any material provision of this Agreement, which shall include, without limitation, any act or

omission which would be deemed a violation of the Board's Policies and Procedures; or

- (F) Employee's continued unsatisfactory performance or failure to adhere to a Performance Improvement Plan.

For purposes of this Section 5.2 and its subparts, no act or failure to act on Employee's part shall be deemed "willful," unless done or omitted by Employee, done in bad faith, or done without the reasonable belief that Employee's action or failure to act was in the best interests of the College.

Before the Board may terminate Employee for Cause, the Board must: (a) give written notice to Employee providing him/her with reasonable detail of the conduct or event constituting Cause; and (b) provide Employee with the opportunity to be heard by the Board; and (c) give Employee fifteen (15) calendar days, following Employee's receipt of notice of said Cause, to cure the conduct or event, if subject to cure.

- 5.3 Termination by Employee for Good Reason. Employee may terminate his/her employment under this Agreement with Good Reason at any time by giving written notice thereof to the Board and describing in reasonable detail the event constituting Good Reason. For purposes of this Agreement, "Good Reason" means any of the following events, unless Employee specifically agrees in writing that such event shall not be Good Reason:

- (A) Any material breach of this Agreement by the College;
- (B) Any material adverse change in the status, title, authority, reporting line, responsibilities or prerequisites of Employee;
- (C) A reduction in Employee's total cash compensation and benefits from those required to be provided under this Agreement or a material delay in payment; or
- (D) Any failure to assign this Agreement to the successor of Morton College, unless Employee and such successor enter into a successor employment agreement.

Good Reason shall not exist if, within sixty (60) calendar days following the Board's receipt of written notice from Employee describing in detail the event constituting Good Reason, the College cures the event constituting Good Reason.


- 5.4 Termination upon Notice. Either Party may unilaterally terminate Employee's employment upon ninety (90) days' written notice to the non-terminating Party.

- 5.5 Termination due to Death. In the event of Employee's death during the term of this Agreement and while Employee is employed as an Administrator of the College, this Agreement shall terminate immediately at the time of Employee's death and the College shall pay to Employee's estate his/her accrued salary and vacation pay accrued up to the date of his/her death, which amount shall be payable within fourteen (14) calendar days from the date of Employee's death.
6. RETURN OF THE COLLEGE'S PROPERTY: At any time upon the College's request and/or upon termination of Employee's employment with the College, Employee shall immediately deliver to the College all data, manuals, specifications, lists, notes, writings, photographs, microfilm, electronic equipment, tape recordings, documents and tangible materials, including all copies or duplicates, and any other personal property owned by, belonging to or concerning any part of the College's activities or concerning any part of Employee's activities relating to Employee's employment with the College (collectively, the "Property"). The Property is acknowledged by Employee to be the College's property, which is only entrusted to Employee on a temporary basis in his/her capacity as an Administrator of the College.
7. CONFIDENTIALITY: Employee agrees not to disclose or divulge any Confidential Information to any other person or entity, except during Employee's employment with the College when required due to the nature of Employee's duties or as required by law. For purposes of this Agreement, "Confidential Information" shall include any of the College's business or financial information or any other confidential information that is disclosed to Employee or that Employee otherwise learns in the course of his/her employment. Employee's obligations hereunder, with respect to Confidential Information, shall terminate only when such information ceases to constitute Confidential Information, as defined above.
8. NOTICE: Any notice, request, demand or other communication, provided for by this Agreement, shall be in writing and shall be deemed to have been duly received upon: (a) actual receipt if personally delivered and the sender received written confirmation of personal delivery; (b) receipt as indicated by the written or electronic verification of delivery when delivered by overnight courier; (c) receipt as indicated by the electronic transmission confirmation when sent via telecopy or facsimile transmission; or (d) three (3) calendar days after the sender posts notice with the U.S. Post Office when sent by certified or registered mail, return receipt requested. Notice shall be sent to the addresses set forth below, or to such other address as either Party may specify in writing.

If to the College: Morton College
3801 South Central Ave.
Cicero, IL 60804
Attn.: President's Office

With copy to: Morton College's Legal Counsel

Del Galdo Law Group, LLC
1441 South Harlem Ave.
Berwyn, IL 60402.

If to Employee: Ruben Ruiz


9. MISCELLANEOUS:

- 9.1 Acknowledgement and Indemnification. Employee acknowledges that s/he has not retired under the Illinois State Universities Retirement System. In the event the Illinois State Universities Retirement System assesses a penalty and/or a fine against The College and/or Employee due to the amount/structure of Employee's compensation package, Employee shall indemnify and hold the College harmless for said event(s) and assume responsibility for the penalty and/or fine.
- 9.2 Construction and Governing Law. Construction and interpretation of this Agreement shall at all times and in all respects be governed by the laws of the State of Illinois, without regard to its conflicts of laws principles. Employee acknowledges that s/he has had an opportunity to review and revise this Agreement and have it reviewed by legal counsel, if desired, and, therefore, the normal rules of construction, to the extent that any ambiguities are to be resolved against the drafting Party, shall not be employed in the interpretation of this Agreement.
- 9.3 Severability. The provisions of this Agreement shall be deemed severable, and the invalidity or unenforceability of any one or more of the provisions hereof shall not affect the validity and enforceability of the other provisions hereof.
- 9.4 Entire Agreement. This Agreement contains the entire agreement and understanding by and between the Parties. No representations, promises, agreements or understandings, written or oral, not herein contained shall be of any force or effect. No change or modification hereof shall be valid or binding unless the same is in writing and signed by Employee and the College or authorized representatives thereof.
- 9.5 Modification. The Parties agree that the Board may rearrange the benefit provisions of this Agreement upon Employee's suggestions, at no additional cost to the College. No provision of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing, signed by each Party and approved by the Board. No waiver by either Party regarding any breach of a condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions of this Agreement. No agreement or representations, oral or

otherwise, express or implied, with respect to the subject matter hereof have been made by either Party which is not expressly set forth in this Agreement.

- 9.6 Headings. The headings used herein form no substantive part of this Agreement, are for the convenience of the Parties only, and shall not be used to define, enlarge or limit any term of this Agreement.
- 9.7 Right to Counsel. Employee acknowledges that s/he was informed that s/he has the right to consult with an attorney before signing this Agreement and that this paragraph shall constitute written notice of the right to be advised by legal counsel. Additionally, Employee acknowledges that s/he had an opportunity to and did negotiate over the terms of this Agreement. The Parties acknowledge that they have been given a reasonable time to consider and sign this Agreement and agree that this consideration period has been reasonable and adequate.
- 9.8 Signing in Counterparts. This Agreement may be executed in counterpart originals, each of which shall be deemed to be an original with the same effect as if the signatures thereto were on the same instrument. A signature affixed to this Agreement and transmitted by facsimile shall have the same effect as an original signature.
- 9.9 Assignment. This Agreement is personal in character and neither the College nor Employee shall assign its or his/her interest in this Agreement without the prior written consent of the other. No assignment, even if consented to, shall in any way reduce or eliminate the liability of the assignee for obligations accrued prior to such assignment.

THE PARTIES TO THIS AGREEMENT HAVE READ THE FOREGOING AGREEMENT IN ITS ENTIRETY AND FULLY UNDERSTAND EACH AND EVERY PROVISION CONTAINED HEREIN.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed as of this _____ day of _____, 2018.

Executed:

Stan Fields
President, Morton College

Date

Ruben Ruiz
Employee

Date

Morton College Job Description



Morton College

Job Description

Job Title:	Chief Information Officer (CIO)
Range:	Administration
Grant-Funded:	NA
Reports to and Evaluated by:	President of the College
Required Qualifications:	<p>Bachelor's degree in Computer Science, Management Information Systems, or a related field required; seven (7) years of experience in information technology required, with at least three (3) years of demonstrated managerial experience in an institution of higher education, including the supervision of a MIS department.</p> <p>Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.</p>
Desirable Qualifications:	Advanced degree in an information technology related field. Proven information technology leader with a broad range of technology experience and knowledge from infrastructure to digital information, including designing, developing and implementing an integrated enterprise resource planning system for academic operations in a higher education institution.
Job Summary:	The Chief Information Officer (CIO) provides overall vision and leadership in the development and implementation of the college-wide information technology (IT) programs and ERP systems that support the College mission and strategic goals. The CIO will lead the College in planning and implementing a comprehensive technology environment for both academic and administrative computing systems. Working in a collaborative environment, the CIO will demonstrate a commitment to diversity and integrity to ensure service excellence and student success.
Essential Job Functions	<ul style="list-style-type: none">• Implement information technology goals established in the College's Strategic Plan and other planning initiatives as approved by the President.• Plan, organize, and implement best practices in all aspects of MIS operations and ERP systems, supporting both

instructional and administrative operations of a higher-education institution.

- Work closely with academic and administrative leaders in identifying and promoting opportunities for emerging technologies to build a college-wide information technology infrastructure that supports existing services while being responsive to change.
- Periodically review and recommend IT standards for hardware and software.
- Provide feedback to departments on the progress of IT and ERP projects and services.
- Create committees to help monitor and review IT and system issues.
- Develop a budget for the operational plan and explore all financial options.
- Develop an annual training plan and budget for the continued technical improvement of all IT staff and system administrators.
- Provide information about IT services to all constituents.
- Prioritize resources consistent with IT strategies.
- Serves on the Teaching and Learning Technology Roundtable (TLTR).
- Compile and review records to determine department productivity, quality of output and cost of service. Develop methods to continually improve results.
- Perform all functions of personnel management of department employees.
- Maintain security of all data proprietary to Morton College and provide for the complete backup of all computer systems in case of system failure or disaster.

Other Duties: • Other duties as assigned.

Work Environment: Typical office environment

Physical Demands: Prolonged sitting. Some lifting up to 25 lbs. Some standing, stooping and bending.

Position Unit:

<input checked="" type="checkbox"/>	Administration - Exempt
<input type="checkbox"/>	Professional Staff - Exempt
<input type="checkbox"/>	Faculty, Local 1600, A.F.T.
<input type="checkbox"/>	Adjunct Faculty, IEA-NEA

- ☐ Classified Staff - Excluded
- ☐ Classified Staff, Local 1600, A.F.T.
- ☐ Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Part-Time, Local 1600, A.F.T
- ☐ Classified Staff - Part-Time, Non-Union

Employee signature below verifies that the employee has received and read the requirement, essential functions, duties of the position, and the conditions of employment for grant-funded positions.

Employee_____ **Date**_____

Melissa Mollett

From: Keith McLaughlin
Sent: Tuesday, February 13, 2018 11:56 AM
To: Stan Fields
Cc: Melissa Mollett; Roxanne M Barone; Derek C Shouba; Frank E Marzullo
Subject: FW: FT FACULTY OVERLOAD REPORT - SPRING 2018
Attachments: Copy of 2018SP Overload Pay Report.pdf

Follow Up Flag: Follow up
Flag Status: Completed

I approve this for action at the February BOT meeting

From: Roxanne M Barone
Sent: Thursday, February 8, 2018 1:44 PM
To: Keith McLaughlin <Keith.McLaughlin@morton.edu>
Subject: FT FACULTY OVERLOAD REPORT - SPRING 2018

Keith,

Please forward to Dr. Fields for February Board approval, attached Full-Time Faculty Overload report:

PROPOSED ACTION: THAT THE BOARD APPROVE THE OVERLOAD EMPLOYMENT REPORT FOR SPRING SEMESTER 2018 IN THE AMOUNT OF \$336,850.30 AS SUBMITTED, PENDING ADDITIONAL CLASS CANCELLATIONS AND/OR ADDITIONS.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]
Includes full-time faculty – additional assignments and special projects, per section 9.14 Released Time and section 9.17.1
Department Chairs and Program Chairs.

COST ANALYSIS: \$336,850.30

ATTACHMENT: Overload Employment Report – Spring 2018

Roxanne Barone
Executive Assistant
Office of the Provost
Roxanne.barone@morton.edu
708-656-8000, ext. 2241

2018 Spring Overload Report

Faculty	Course ID	Section Title	Student Count	Assignment Paid Amount	Section Minimum Credits	Start Date	End Date	Faculty Assignment Load
Abrahamson, Maura	CSS-100-1E	College Study Seminar	30	\$3,045.00	3	1/29/2018	5/16/2018	3
Abrahamson, Maura	GEG-101-NR	Physical Geography	20	\$5,075.00	5	1/16/2018	5/17/2018	5
Abrahamson, Maura		Department Chair		\$3,045.00		2/1/2018	6/14/2018	3
Abrahamson, Maura		Assesment Committee - CSS Lead		\$1,015.00		2/1/2018	6/14/2018	1
Abrahamson, Maura		Course Assessment - AAPC Co-chair		\$2,030.00		2/1/2018	6/14/2018	2
				\$14,210.00				
Bluemer, Judy	BIO-102-1C	Introduction to Biology	21	\$2,842.10	4	1/16/2018	5/17/2018	2.93
Bluemer, Judy	BIO-102-2C	Introduction to Biology	19	\$2,842.10	4	1/16/2018	5/17/2018	2.93
Bluemer, Judy	BIO-111-1F	Biology: a Systems Approach	20	\$2,842.10	5	1/16/2018	5/17/2018	2.93
Bluemer, Judy	BIO-160-NR	Plants & Society	23	\$970.00	3	1/16/2018	5/17/2018	1
Bluemer, Judy	BIO-202-NR	Environmental Biology	23	\$2,910.00	3	1/16/2018	5/17/2018	3
Bluemer, Judy		Lab Prep for Science		\$1,940.00		2/1/2018	5/15/2018	2
				\$14,346.30				
Bulat, Cheryl	ECE-260-H1	ECE Internship	12	\$921.50	3	1/16/2018	5/15/2018	0.95
Bulat, Cheryl		Career Program Coordinator		\$970.00		2/1/2018	5/15/2018	1
Bulat, Cheryl		ECE Progam Child Care		\$2,910.00		2/1/2018	5/15/2018	3
				\$4,801.50				
Casey, Craig	CPS-200-1B	C++ Programming	16	\$2,842.10	3	1/17/2018	5/16/2018	
Casey, Craig	EGR-120-11	Statics	10	\$2,910.00	3	2/2/2018	5/11/2018	3
Casey, Craig	PHS-101-4E	Astronomy	29	\$2,910.00	3	1/17/2018	5/16/2018	3
Casey, Craig	PHS-101-5G	Astronomy	30	\$2,910.00	3	1/17/2018	5/16/2018	3
Casey, Craig	PHS-101-7J	Astronomy	20	\$2,910.00	3	1/19/2018	5/11/2018	3
Casey, Craig	PHS-103-1E	Physical Science I	23	\$4,801.50	4	1/16/2018	5/17/2018	4.95
Casey, Craig	PHS-103-2F	Physical Science I	25	\$4,801.50	4	1/17/2018	5/16/2018	4.95
Casey, Craig	PHY-100-1G	Fundamentals of Physics	24	\$2,842.10	3	1/16/2018	5/17/2018	2.93
Casey, Craig	PHY-102-1B	General Physics II	16	\$2,842.10	5	1/16/2018	5/17/2018	2.93
Casey, Craig	PHY-105-1J	Physics I	30	\$2,842.10	5	1/17/2018	5/16/2018	2.93
Casey, Craig		Department Chair		\$2,910.00		2/1/2018	5/15/2018	3
Casey, Craig		Lab Prep for Science		\$1,940.00		2/1/2018	5/15/2018	2
				\$37,461.40				
Casey, Robert	MAT-201-2H	Calculus I	13	\$4,850.00	5	1/17/2018	5/16/2018	5
Casey, Robert	MAT-202-1F	Calculus II	38	\$4,850.00	5	1/16/2018	5/17/2018	5
Casey, Robert	MAT-215-1D	Differ Equations	29	\$970.00	3	1/17/2018	5/16/2018	1
				\$10,670.00				
Crockett, Janet	CHM-206-1E	Organic Chemistry II	8	\$756.60	5	1/16/2018	5/17/2018	0.78
Crockett, Janet		Lab Prep for Science		\$1,940.00		2/1/2018	5/15/2018	2
				\$2,696.60				
Dominguez, Carlos	MAT-224-NR	Calculus for Business & Soc Sc	12	\$3,880.00	4	1/16/2018	5/18/2018	4
				\$3,880.00				
Drury, Benjamin	SOC-100-6F	Intro to Sociology	27	\$2,790.00	3	1/17/2018	5/16/2018	3
Drury, Benjamin		Student Success-CSS Learning Community		\$2,790.00		2/1/2018	5/15/2018	3
				\$5,580.00				
Fabiyi, Edith	OMT-250-H1	Integrated Office Simulation	10	\$3,637.50	3	1/22/2018	5/14/2018	3.75
				\$3,637.50				

2018 Spring Overload Report

Faculty	Course ID	Section Title	Student Count	Assignment Paid Amount	Section Minimum Credits	Start Date	End Date	Faculty Assignment Load
Gatys, Kenton	HIS-104-NR	Modern Western Civilization	18	\$3,045.00	3	1/16/2018	5/17/2018	3
Gatys, Kenton	HIS-106-2F	American History From 1865	31	\$3,045.00	3	1/16/2018	5/17/2018	3
				\$6,090.00				
Gilligan, Brian		Department Chair		\$2,910.00		2/1/2018	6/14/2018	3
				\$2,910.00				
Ginley, Steven	SPE-101-8E	Principles of Public Speaking	24	\$2,910.00	3	1/17/2018	5/16/2018	3
				\$2,910.00				
Gramas, Margaret	NUR-117-A1	NUR of the Childbearing Famil	6	\$2,801.40	3	2/26/2018	4/9/2018	2.76
Gramas, Margaret		NUR Lead Instructor		\$1,238.30		2/1/2018	5/15/2018	1.22
				\$4,039.70				
Green, Amy	NUR-117-B1	NUR of the Childbearing Famil	6	\$465.00	3	4/11/2018	5/14/2018	
Green, Amy	NUR-117-B2	NUR of the Childbearing Famil	5	\$465.00	3	4/11/2018	5/14/2018	
Green, Amy	NUR-117-B3	NUR of the Childbearing Famil	6	\$465.00	3	4/11/2018	5/14/2018	
Green, Amy	NUR-117-B4	NUR of the Childbearing Famil	6	\$465.00	3	4/11/2018	5/14/2018	
				\$1,860.00				
Grice, James	BIO-212-H1	Microbiology	18	\$2,831.85	4	1/16/2018	5/17/2018	2.79
Grice, James		Lab Prep for Science		\$2,030.00		2/1/2018	5/15/2018	2
				\$4,861.85				
Helmus, Sara	CHM-100-4F	Fundamentals of Chemistry	23	\$2,842.10	4	1/17/2018	5/16/2018	2.93
Helmus, Sara	CHM-105-2F	General Chemistry I	25	\$902.10	5	1/16/2018	5/17/2018	0.93
Helmus, Sara	CHM-106-21	General Chemistry II	19	\$902.10	5	1/16/2018	5/17/2018	0.93
				\$4,646.30				
Herrmann, Julianne	NUR-218-B1	Nursing Synthesis	24	\$2,511.00	3	1/19/2018	5/11/2018	2.7
Herrmann, Julianne		NUR Lead Instructor		\$1,432.20		2/1/2018	5/15/2018	1.54
Herrmann, Julianne		Mentoring New Faculty		\$1,636.80		2/1/2018	5/15/2018	1.76
				\$5,580.00				
James, Nadja	NUR-216-A1	Adult Health Nursing	8	\$1,736.30	6	1/17/2018	4/11/2018	1.79
James, Nadja		NUR Lead Instructor		\$1,455.00		2/1/2018	5/15/2018	1
				\$3,191.30				
Jonas, David	HVA-103-11	Intermed Refrigeration	12	\$883.50	3	1/22/2018	5/14/2018	0.95
Jonas, David	HVA-104-11	Intermediate Heating and A/C	10	\$883.50	3	1/16/2018	5/15/2018	0.95
Jonas, David	HVA-203-11	Commercial AC & Refrig	6	\$1,813.50	3	1/18/2018	5/17/2018	1.95
Jonas, David	HVA-204-11	Hydronic Comfort Systems	12	\$883.50	3	1/17/2018	5/16/2018	0.95
Jonas, David	HVA-206-11	Refrigerant Hand/EPA Review	8	\$883.50	3	1/19/2018	5/11/2018	0.95
Jonas, David		Career Program Coordinator		\$930.00		2/1/2018	6/14/2018	1
				\$6,277.50				
Kasprowicz, Michael	ANT-102-2G	Intro to Cul Anthro	32	\$3,045.00	3	1/17/2018	5/16/2018	3
Kasprowicz, Michael	HIS-103-2D	Early Western Civilization	31	\$3,045.00	3	1/17/2018	5/16/2018	3
Kasprowicz, Michael		Assesment Committee - AAPC Co-chair		\$2,030.00		2/1/2018	6/14/2018	2
				\$8,120.00				
Kelikian, Toul		Mentoring New Faculty		\$2,425.00		2/1/2018	5/15/2018	2.5
Kelikian, Toul		NUR Lead Instructor		\$1,299.80		2/1/2018	5/15/2018	1.34
				\$3,724.80				
Krader, Geoffrey		Modular Math Project		\$1,940.00		2/1/2018	5/15/2018	2

2018 Spring Overload Report

Faculty	Course ID	Section Title	Student Count	Assignment Paid Amount	Section Minimum Credits	Start Date	End Date	Faculty Assignment Load
				\$1,940.00				
Lind, Carmen	ENG-101-P2	Rhetoric I	20	\$3,045.00	3	1/17/2018	5/16/2018	3
Lind, Carmen	ENG-151-1F	Creative Writing I-Fiction	12	\$3,045.00	3	1/17/2018	5/16/2018	3
				\$6,090.00				
Mohr, Michele		Department Chair		\$2,910.00		2/1/2018	5/15/2018	3
Mohr, Michele		Learning Community - ENG 102 & MUS		\$1,940.00		2/1/2018	5/15/2018	2
				\$4,850.00				
Moore, Linda		HIT Program/Curriculum		\$409.20		2/1/2018	6/14/2018	0.44
				\$409.20				
Nedza, Michael	THR-135-1F	Stagecraft	9	\$5,003.95	3	1/17/2018	5/16/2018	4.93
Nedza, Michael		Department Chair		\$3,045.00		2/1/2018	6/14/2018	3
Nedza, Michael		Learning Community - SPE 101 & CSS		\$3,045.00		2/1/2018	6/14/2018	3
Nedza, Michael		Theatre Set Design Pro - "The Butler Did It"		\$3,045.00		2/1/2018	6/14/2018	3
Nedza, Michael		Theatre Set Design Pro - "The Hunchback of		\$3,045.00		2/1/2018	6/14/2018	3
				\$17,183.95				
Paez, Elizabeth	MAT-105-1C	College Algebra	36	\$3,720.00	4	1/16/2018	5/17/2018	4
				\$3,720.00				
Parise, Patricia	NUR-116-B2	Mental Health Nursing	5	\$281.30	3	2/22/2018	4/5/2018	0.29
Parise, Patricia	NUR-116-B3	Mental Health Nursing	6	\$485.00	3	2/22/2018	4/18/2018	0.5
Parise, Patricia	NUR-116-B4	Mental Health Nursing	6	\$485.00	3	1/16/2018	5/18/2018	0.5
Parise, Patricia		NUR Lead Instructor		\$1,183.40		2/1/2018	5/15/2018	1.22
				\$2,434.70				
Primm, Rebecca	ART-102-1F	3-D Fundamentals	17	\$790.50	3	1/16/2018	5/17/2018	0.85
Primm, Rebecca	ART-113-1C	Ceramics I	12	\$790.50	3	1/16/2018	5/17/2018	0.85
Primm, Rebecca	ART-130-1D	Introduction to Digital Art	12	\$790.50	3	1/17/2018	5/16/2018	0.85
				\$2,371.50				
Pearson, Dennis		Lab Prep for Science		\$1,940.00		2/1/2018	5/15/2018	2
Pearson, Dennis		BIO Lab Instructor		\$11,610.90		2/1/2018	5/15/2018	11.97
				\$13,550.90				
Raymond, Mary		ACCE - PHT Chicago Area Clinical Educator		\$4,323.90		2/1/2018	5/15/2018	4.26
				\$4,323.90				
Reft, Jennifer	PHT-115-1B	Fundamentals of Kinesiology II	12	\$943.95	4	1/16/2018	5/15/2018	0.93
Reft, Jennifer	PHT-115-2B	Fundamentals of Kinesiology II	13	\$943.95	4	1/17/2018	5/16/2018	0.93
				\$1,887.90				
Ritz, Jim		Career Program Coordinator		\$930.00		2/1/2018	5/15/2018	1
				\$930.00				
Roman, Daniel	ART-103-1F	Drawing I	9	\$824.50	3	1/17/2018	5/16/2018	
Roman, Daniel	ART-103-2B	Drawing I	14	\$824.50	3	1/16/2018	5/17/2018	
Roman, Daniel	ART-105-1J	Painting I	13	\$824.50	3	1/17/2018	5/16/2018	
Roman, Daniel	ART-120-1B	Art Appreciation	31	\$2,910.00	3	1/16/2018	5/17/2018	3
Roman, Daniel	ART-203-1C	Figure Drawing I	15	\$5,674.50	3	1/17/2018	5/16/2018	5.85
				\$11,058.00				
Romero Yuste, Maria	HUM-154-2H	Latin American Culture	30	\$3,045.00	3	1/16/2018	5/17/2018	3
Romero Yuste, Maria	HUM-154-3G	Latin American Culture	33	\$3,045.00	3	1/17/2018	5/16/2018	3

2018 Spring Overload Report

Faculty	Course ID	Section Title	Student Count	Assignment Paid Amount	Section Minimum Credits	Start Date	End Date	Faculty Assignment Load
				\$6,090.00				
Sanchez, Luis	CAD-100-1B	Autocad Fundamentals	14	\$902.10	3	1/16/2018	5/17/2018	0.93
Sanchez, Luis	CAD-101-1D	Fundamentals of Drafting	9	\$1,872.10	3	1/16/2018	5/17/2018	1.93
Sanchez, Luis	CAD-102-1G	Descriptive Geometry	8	\$2,842.10	3	1/16/2018	5/17/2018	2.93
Sanchez, Luis	CAD-103-1L	Sheet Metal and Weldments	18	\$2,842.10	3	1/19/2018	5/11/2018	2.93
Sanchez, Luis	CAD-104-1L	Assembly Drawings	14	\$2,842.10	3	1/17/2018	5/16/2018	2.93
Sanchez, Luis	CAD-225-15	Industrial Applications	19	\$2,842.10	3	1/17/2018	5/16/2018	2.93
Sanchez, Luis		Career Program Coordinator		\$970.00		2/1/2018	6/14/2018	1
				\$15,112.60				
Sarther, Diane	NUR-216-B1	Adult Health Nursing	8	\$4,740.05	6	1/16/2018	4/12/2018	4.67
Sarther, Diane		NUR Lead Instructor		\$1,319.50		2/1/2018	5/15/2018	1.3
				\$6,059.55				
Schmitt, Robert	PSY-101-9H	Intro to Psychology	31	\$2,910.00	3	1/17/2018	5/16/2018	3
Schmitt, Robert	PSY-210-1D	Child Growth & Development	34	\$2,910.00	3	1/17/2018	5/16/2018	3
				\$5,820.00				
Seo, Kym		Lab Prep for Science		\$2,030.00		2/1/2018	6/14/2018	2
Seo, Kym		BIO Lab Instructor		\$9,429.35		2/1/2018	6/14/2018	9.29
				\$11,459.35				
Sleeth, Bradley	GEL-101-1B	Physical Geology	32	\$1,767.00	4	1/16/2018	5/17/2018	1.9
Sleeth, Bradley	GEL-101-2J	Physical Geology	32	\$837.00	4	1/17/2018	5/16/2018	0.9
Sleeth, Bradley		Lab Prep for Science		\$1,860.00		2/1/2018	5/15/2018	2
				\$4,464.00				
Spaniol, Scott	MAT-105-3G	College Algebra	14	\$970.00	4	1/16/2018	5/17/2018	1
Spaniol, Scott		Department Chair		\$2,910.00		2/1/2018	5/15/2018	3
				\$3,880.00				
Styer, Audrey	CPS-111-H2	Business Computer Systems	20	\$2,973.95	3	1/16/2018	5/15/2018	2.93
Styer, Audrey	CPS-111-H3	Business Computer Systems	20	\$2,973.95	3	1/16/2018	5/15/2018	2.93
Styer, Audrey	CPS-111-NR	Business Computer Systems	18	\$943.95	3	1/16/2018	5/17/2018	0.93
Styer, Audrey	CPS-111-NR2	Business Computer Systems	20	\$3,988.95	3	2/12/2018	5/17/2018	1
Styer, Audrey		Title V Grant Representative in NLU		\$1,015.00		2/1/2018	5/15/2018	1
				\$11,895.80				
Sykora, Donald	ATM-104-1C	Automotive Brakes	11	\$1,872.10	3	1/16/2018	5/17/2018	1.93
Sykora, Donald	ATM-120-11	Basic Vehicle Mechanics	14	\$2,842.10	3	1/16/2018	5/15/2018	2.93
Sykora, Donald	ATM-203-1C	Engine Performance	8	\$824.50	5	1/17/2018	5/16/2018	0.85
Sykora, Donald	ATM-204-1G	Advanced Elec Syst & Accessori	8	\$2,842.10	3	1/17/2018	5/16/2018	2.93
Sykora, Donald		Career Program Coordinator		\$970.00		2/1/2018	6/14/2018	1
Sykora, Donald		ATM - NATAF		\$2,910.00		2/1/2018	6/14/2018	3
				\$12,260.80				
Walley, Cynthia	CIS-116-H1	Intro to Html Progammng	13	\$1,872.10	3	1/17/2018	5/16/2018	1.93
Walley, Cynthia	CIS-121-NR	Data Base Management	14	\$2,842.10	3	1/16/2018	5/17/2018	2.93
Walley, Cynthia	CPS-111-H4	Business Computer Systems	22	\$2,842.10	3	1/17/2018	5/16/2018	2.93
Walley, Cynthia	CPS-122-H1	Multimedia Applications	7	\$2,842.10	3	1/16/2018	5/15/2018	2.93
				\$10,398.40				
Warren, John	MUS-110-1R	Music Theory 1	10	\$2,790.00	3	1/17/2018	5/16/2018	3

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[illegible]

Melissa Mollett

From: Wendy Vega-Huezo
Sent: Thursday, February 22, 2018 11:40 AM
To: Melissa Mollett
Subject: FW: Personnel action Item Board
Attachments: Service Aide HR (FT) 2.2018.docx

[Wendy Vega-Huezo](#)

From: Wendy Vega-Huezo
Sent: Wednesday, February 21, 2018 11:28 AM
To: Frank E Marzullo <frank.marzullo@morton.edu>
Cc: Melissa Ridyard <melissa.ridyard@morton.edu>
Subject: Personnel action Item Board

PROPOSED ACTION: THAT THE BOARD APPROVE THE CREATION OF THE NEW, FULL-TIME CLASSIFIED STAFF-NON UNION POSITION OF SERVICE AIDE HR, EFFECTIVE FEBRUARY 27, AS SUBMITTED.

Rationale: [Required by Board Policies #1.1 and #4.1] Ensure an efficient, effective organizational structure that meets and exceeds the needs of students, staff and community.

ATTACHMENTS: Job Description-Service Aide HR (FT)

COST ANALYSIS: \$32,413 – \$50,443 Salary Range for FY 18 plus \$15,000 for benefits

Thanks,

Wendy Vega-Huezo, SHRM-CP
Associate Director of Human Resources

Morton College
3801 S. Central Avenue, Cicero, IL 60804
708-656-8000, ext. 2299 | wendy.vega-huezo@morton.edu

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Morton College

Job Description

Job Title:	SERVICE AIDE – Human Resources (Full-Time)
Range:	Classified Excluded
Grant-Funded:	N/A
Reports to and Evaluated by:	Executive Director of Operations
Required Qualifications:	<p>The candidate must have a high school diploma, some college courses and be knowledgeable about human resources. Two years of general office experience. Attention to detail and accuracy, customer service oriented, and ability to perform in a teamwork environment. The candidate must have good word processing, database management, file maintenance, and data entry skills. Must be able to handle confidential information.</p> <p>Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.</p>
Desirable Qualifications:	Associate degree in Office Careers or related field. Excellent oral communication skills. Ability to communicate in English and Spanish. Able to interact well with students, faculty and staff in a multicultural environment. Be well organized, detail-oriented, and self-motivated. Able to work independently with little or no supervision. Display a customer service orientation and demonstrate good judgment. Experience in Human Resources setting.
Job Summary:	The Service Aide will perform general office duties often with little supervision, such as processing correspondence, data entry and preparing reports. Handle confidential information. The duties and responsibilities may change as the need of the College arises.
Essential Job Functions:	<ul style="list-style-type: none">• Handle administrative duties including sorting, copying, mailing, filing, faxing, billing, supplies control and related general office responsibilities• Provide office and clerical support for the department• Enter all new student aides into Colleague system

- Preparation of various reports
- Answer inquiries on related human resources activities
- Maintain the Access database for HR department
- Prepare written responses to routine enquiries
- Assist with data entry of application for leave request
- Provide customer services to students, faculty, staff and public
- Assist with maintaining employee benefits data in automated human resources information systems (Colleague)
- Assist with annual Leave of Plans process for all employees in Colleague
- Assist with notifying MIS when an employee leaves the employ of Morton College
- Assist with online open enrollment in Colleague
- Maintain confidentiality of all payroll, personnel and employment information
- Familiar with Union Contracts
- Interact with internal as well as external contacts on routine and complex matters as benefits, SURS and respond to request from external contacts on policy and procedure issues
- Ensure webpage and portal is updated
- Assist in the orientation and training process of new personnel

Other Duties:

- Perform other duties as assigned by the Executive Director of Operations

Work Environment:

Work is generally performed within an office environment, with standard office equipment available.

Physical Demands:

Bending, stooping, lifting 20lbs

Position Unit:

- ☐ Administration - Exempt
- ☐ Professional Staff - Exempt
- ☐ Faculty, Local 1600, A.F.T.
- ☐ Adjunct Faculty, IEA-NEA
- ☒ Classified Staff - Excluded
- ☐ Classified Staff, Local 1600, A.F.T.
- ☐ Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Part-Time, Local 1600, A.F.T
- ☐ Classified Staff - Part-Time, Non-Union

Employee signature below verifies that the employee has received and read the requirement, essential functions, duties of the position, and the conditions of employment for grant-funded positions.

Employee_____ **Date**_____

From: Frank E Marzullo
Sent: Thursday, February 22, 2018 1:15 PM
To: Melissa Mollett <melissa.mollett@morton.edu>
Cc: Wendy Vega-Huezo <wendy.vega-huezo@morton.edu>
Subject: Re: Personnel action Item Board

Melissa,

I approve the creation of the Service Aide HR (FT) position. Please see below for the action sheet for the creation of the Adult Ed part time position:

PROPOSED ACTION

THAT THE BOARD APPROVE THE CREATION OF THE NEW, PART-TIME Classified STAFF-Non Union POSITION OF ADULT & COMMUNITY EDUCATION SPECIAL NEEDS COORDINATOR, EFFECTIVE February 27, AS SUBMITTED.

Rationale: [Required by Board Policies #1.1 and #4.1] Ensure an efficient, effective organizational structure that meets and exceeds the needs of students, staff and community.

ATTACHMENTS: Job Description-ADULT & COMMUNITY EDUCATION SPECIAL NEEDS COORDINATOR

COST ANALYSIS: \$19.86 per hour

I will need the cost analysis for this position from Wendy.

Thank you, NAT THE BOARD APPROVE THE CREATION OF THE NEW, PART-TIME Classified STAFF-Non Union POSITION

Frank Marzullo

Executive Director of Operations

708 656-8000 ext 2441 rm 101D



Morton College

Job Description

Job Title:	Adult & Community Education Special Needs Coordinator
Range:	NA
Grant-Funded:	NA
Reports to and Evaluated by:	Instructional Program Associate
Required Qualifications:	<p>The candidate must have a bachelor degree in Special Education with at least 2 years' experience working with students with intellectual disabilities. The candidate must be self-motivated, dependable, and flexible as the responsibilities of the position frequently change depending on the needs of the students/program/college.</p> <p>Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.</p>
Desirable Qualifications:	Interest and experience in Special Olympics programs. First aid and CPR certification. English-Spanish bilingual.
Job Summary:	<p>The Coordinator will work directly with the Instructional Program Associate to develop and implement classes for students with intellectual disabilities. Duties include working directly with classroom teachers, Student Activities, and Leadership Assistant to coordinate classes, Panther Adventures, and Unified Campus activities that will enrich students' lives.</p>
Essential Job Functions	<ul style="list-style-type: none">• Look for and develop opportunities for Special Needs students to be included in typical College activities.• Coordinate with Students Activities Leadership to further Champion Schools Initiative through Special Olympics and Unified Partner Activities• Attend Special Olympics Coaches Meetings. Assist head coaches with preparing all necessary paperwork for team competitions, Unified partners, and Unified Champion Schools. Keep necessary records (team medicals, approved Unified Partners etc.)• Develop new classes as opportunities and interests change—collaborate with P.E./Classroom teachers

- Communicate with Athletics Director and Instructional Program Associate to keep departments coordinated on activities
- Outreach to local schools and organizations to make them aware of opportunities at Morton College and develop partnerships to improve services for students with intellectual disabilities
- Determine class dates/times with teachers
- Help with acquisitions of teachers/coaches for program
- Plan Panther Adventures
- Set up facilities for PE activities and Special Olympic practices
- Arrange for buses for Special Olympics competitions and Panther Adventures
- Develop and update Mailing list

Other Duties:

- Perform other duties and special projects as assigned

Work Environment:

Work is generally performed within an office environment, with standard office equipment available.

Physical Demands:

Prolonged sitting. Some lifting up to 20 lbs. Some standing, stooping and bending.

Position Unit:

- ☐ Administration - Exempt
- ☐ Professional Staff - Exempt
- ☐ Faculty, Local 1600, A.F.T.
- ☐ Adjunct Faculty, IEA-NEA
- ☐ Classified Staff - Excluded
- ☐ Classified Staff, Local 1600, A.F.T.
- ☐ Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
- ☐ Classified Staff - Part-Time, Local 1600, A.F.T.
- ☒ Classified Staff - Part-Time, Non-Union

Employee signature below verifies that the employee has received and read the requirement, essential functions, duties of the position, and the conditions of employment for grant-funded positions.

Employee _____ **Date** _____