



# MORTON COLLEGE BOARD POLICY

Illinois Community College District No. 527

**TITLE:** Communications with the Board by Employees through the President

**NO.** 8.24

**SECTION:** Institutional

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The Board of Trustees welcomes any form of friendly and open communication from employees at the College and may solicit such communication from them from time to time. However, if the communication to the Board by any employee of the College relates specifically to the operation, administration or functioning of the College that is of significant concern, it is most appropriate for the employee to communicate that concern to the Board through the employee's chain of command culminating at the President, unless otherwise provided herein.

If the subject of the employee's communication is in his/her chain of command and/or if a person in the employee's chain of command has a conflict with the subject of the employee's communication, the employee may bypass the subject (person) of the communication and/or the conflicted person and transmit the communication to the next person in the employee's chain of command who is not the subject and/or conflicted, and if none, may transmit the communication directly to the Board Chair.

The President shall, upon receipt of said communication, present to the Board the employee's views, including dissenting ones, in areas and on issues of significant concern. The President shall notify senders that the communications have been forwarded to the Board.

If an employee, for whatever reason, does not wish to follow this path of communication and wishes to speak directly to a trustee on a matter of significant concern relating to the operation, administration or functioning of the College, the trustee may engage in a discussion within the following parameters:

1. The trustee shall not indicate an agreement or disagreement with the employee; and
2. The trustee shall make clear that he or she will report the conversation to the President or Board Chair.

The obligation of a trustee to report conversations to the Board Chair or President must be met within a reasonable and responsible time frame. .. ..

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**DATE APPROVED BY BOARD OF TRUSTEES:** September 25, 2013; February 27, 2019

**DATES REVISED:**

**REVIEWED DATES:** January 23, 2019