



MORTON COLLEGE

COMMUNITY COLLEGE DISTRICT NO. 527

COOK COUNTY, ILLINOIS

Minutes of the Regular Board Meeting

Wednesday
April 22, 2015

1.0

Convening the Meeting:

1.1

Call to Order:

The Regular Meeting of the Board of Trustees of Illinois Community College District No. 527 was called to order by Board Chair Anthony Martinucci at 5:05 p.m. on Wednesday, April 22, 2015, in the Morton College Board Room (221-B).

1.2

Swearing in of Student Member:

Board Attorney Holly Tomchey administered the Oath of Office to Ms. Alejandra Murillo, Advisory-Voting Student Member of the Board. Congratulations were extended and Ms. Murillo was welcomed to the Board.

*Appointment of Secretary
Pro Tem:*

Chair Martinucci appointed Trustee Aguilar as Secretary Pro Tem at the request of Secretary Banks.

1.3

Roll Call:

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

Absent: None

Also Present: Dana Grove, President
Holly Tomchey, Attorney

2.0

Consent and Information Agenda:

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

Item 3.1 — Minutes of Regular Meeting held March 25, 2015;

Item 10.10 — Affiliation Agreement with Premere Rehab LLC, d/b/a Infinity Rehab and d/b/a Therapy Solutions & Healthcare for the Physical Therapist Assistant Program;

Item 10.11 — Out-of-State Travel, Trustees – FY 2016 Annual National and Regional Membership Conferences;

Item 10.12 — Out-of-State Travel, College President — FY 2016 Annual National and Regional Membership Conferences;

Item 10.13 — Association of Community College Trustees, Continued Institutional Membership, \$3,054 for FY 2016; and

Item 10.14 — League for Innovation, Continued Institutional Membership, \$3,105 for FY 2016

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

Advisory Vote – Student Member Murillo: Aye for all Items except Item 3.1 for which she abstained.

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

3.0
Approval of Minutes
of Previous Meeting(s):

3.1
Minutes of the Regular Meeting
Held March 25, 2015:

Approved by consent — see Agenda Item 2.0.

3.2
Minutes of the Closed Session
Held March 25, 2015:

Trustee Belcaster moved to approve the Minutes of the Closed Session held March 25, 2015 as submitted. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Ruiz: Abstain.

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

4.0
Citizen Comments:

There were none.

5.0
Old Business:

There was none.

6.0
Commendations/Recognitions:

6.1
Omar Ruiz, Student Member
of the Board of Trustees
(2014-2015):

The Board commended and recognized Mr. Omar Ruiz for his outstanding service as Advisory Voting Student Member of the Board (2014-2015) and presented him with a plaque for his exemplary representation and leadership of the student body.

President Grove noted that Mr. Ruiz made the College, the Board, himself look very good and cited how impressed he was at last fall's ACCT dinner, hosted by the College, in that Mr. Ruiz presented himself very articulately to the ACCT board members which made him (Dr. Grove) very proud. He added that he hopes Omar will not be a stranger to Morton College. Board Members echoed these sentiments.

7.0
Reports:

7.1
ICCTA/ACCT:

Trustee Aguilar reported that he and Trustees Banks and Reitz attended the AACC annual convention April 18-21 in San Antonio, Texas. A variety of sessions were attended with topics that included: From High School to College and Beyond; Helping Part-time Community College Students Succeed; Diversity; Federal Legislative Update; Pell Grant —should continue writing letters to Congressmen Durbin and Kirk for their support; certification in nursing; and others.

7.2
Student Member:

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

7.3
Strategic Data and
Evidence Review:

Dr. Grove's report was presented by John Cummings, Consultant for our Enterprise Resource Planning System. It was explained that, with the (then) Datatel (now) Ellucian system, the College is able to automate more and more of its forms, benefitting the College by providing easier and greater access to information for mandatory reports to the state/federal/etc. and for institutional use for understanding where we are and planning for the future. When asked what we can learn from what we've done so far, it was noted that the College actually went live too quickly. However, the operational problems have been corrected thanks to all the good, hardworking people of the department who take pride in what they do. Dr. Grove echoed these statements and thanked the Board for allowing him to bring in outside consultants to help; as a result, we are moving forward.

7.4
Friends of Morton College
Foundation:

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

8.0
Finance and Business Matters:

8.1
Approval of Accounts Payable,
Payrolls, Expenditure Transfers,

Trustee Belcaster moved to approve and ratify the Accounts Payable and Payrolls in the amount of \$2,746,915 and Budget Transfers the amount of \$1,000 for the month of February 2015 and Budget Transfers: as submitted. Trustee Cundari seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

8.2
Monthly Financial Report:

Trustee Belcaster moved to accept and file for audit the Monthly Financial Report for fiscal year to date ending February 2015 as submitted. Trustee Banks seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

8.3
Treasurer's Report:

Trustee Cundari moved to accept and file for audit the Monthly Treasurer's Report for February as submitted. Trustee Belcaster seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

8.4
Authorization to Purchase
and Awarding of Contracts:

8.4.1
Authorization to Purchase:

8.4.1.1
Midco Systems, Inc. – Mitel
Mass Notification/Paging
System, Phase 2:

Trustee Belcaster moved to approve the purchase and installation of the Mitel Notification/Paging System equipment from Midco System, Inc., an authorized Mitel vendor, in the amount of \$221,556.86 which includes a ten percent contingency, as submitted. Trustee Reitz seconded the motion.

Dr. Grove noted that the College had received a grant last year for phase 1; this will complete the project.

Advisory Vote – Student Member Murillo: Aye.

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

8.4.2
Awarding of Contracts:

There were none.

9.0
Personnel Matters:

9.1
Full-Time Employment Report:

Trustee Belcaster moved to approve the Full-Time Employment Report as submitted. Trustee Banks seconded the motion.

Cynthia Bryan, Associate Director of Human Resources, effective May 4, 2015

Advisory Vote – Student Member Murillo: Aye.

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

9.2
Adult Education Adjunct Faculty Assignment-/Employment Report - Addendum, Spring Semester 2015:

Trustee Belcaster moved to approve the addendum to the Adult Education Adjunct Faculty Assignment/Employment Report for Spring Semester 2015 in the amount of \$156,843.82 as submitted, pending additional class cancellations and/or additions. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

9.3
Creation of New Position - Director of Continuing Education and Elimination of Existing Position – Director of Business and Community Services; and Appointment to the New Position:

Trustee Belcaster moved to approve the creation of a new, full-time administrator position of Director of Continuing Education and the subsequent elimination of the existing position of Director of Business and Community Services; and approve the appointment of Susan Felice as Director of Continuing Education; and further approve the issuance of an addendum to Ms. Felice's current employment contract per the new Job Description, effective May 1, 2015, as submitted. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

9.4
Information Only Reports:

The Board received the following Information Only Reports as submitted:

A. Resignation Report:

Tara Latto, Instructor – Nursing, August 15, 2015
Gwendolyn Bodmer – Part-Time Instructional Technologist – Library, May 20, 2015

B. Full-Time Employee
Title Change Report:

Title change for the position of Dean of Adult and Community Education, Community Programming and Outreach to Dean of Adult and Community Education, effective May 1, 2015.
(NOTE: the position will be vacant as of May 1, 2015)

10.0
Resolutions and Approvals:

10.1
Appointment of Treasurer:

Trustee Belcaster moved to approve the appointment of David Gonzalez of GW and Associates PC to serve as Treasurer of Morton College. Trustee Cundari seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

10.2
Investment Guidelines:

Trustee Cundari moved to approve the Morton College Investment Guidelines for Fiscal Year 2016 as submitted. Trustee Banks seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

10.3
Designated Depositories:

Trustee Belcaster moved to approve the list of Designated Depositories of Excess Funds for Fiscal Year 2016 as submitted. Trustee Collazo seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

10.4
Appointment of FOIA Officers:

Trustee Belcaster moved to approve the appointment of Keith McLaughlin to serve as the *Freedom of Information Act* Officer of Morton College. Trustee Cundari seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

10.5
Appointment of OMA Officer:

Trustee Belcaster moved to approve the appointment Keith McLaughlin to serve as the *Open Meeting Act* Compliance Officer of Morton College with Del Galdo Law Group to serve as special counsel. Trustee Cundari seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

10.6
Curriculum Changes:

Trustee Banks moved to approve changes in curriculum as submitted. Trustee Cundari seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

10.7
Institutional Procedure -
Course Re-Take Policy, New:

Trustee Belcaster moved to approve the new Institutional Procedure – Course Re-Take Policy effective July 1, 2015; and further approve the fee of \$30 per credit hour to be assessed when students take a course more than the number of times approved by the Illinois Community College Board, effective Fall Semester 2015, as submitted. Trustee Cundari seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

10.8
Chicago Zoological Society
for Early Childhood Program:

Trustee Cundari moved to approve the Resolution adopting the partnership agreement with the Chicago Zoological Society for the Early Childhood Education Program, as submitted. Trustee Belcaster seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

10.9
Silver Cross Hospital and
Medical Centers for the Physical
Therapist Assistant Program:

Trustee Belcaster moved to approve the Resolution adopting the agreement with Silver Cross Hospital and Medical Centers for the Physical Therapist Assistant Program. Trustee Cundari seconded the motion.

Advisory Vote – Student Member Murillo: Aye.

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

10.10
Premere Rehab LLC for the
Physical Therapist Assistant
Program:

Approved by consent — see Agenda Item 2.0.

10.11
Out-of-State Travel, Trustee -
FY 2016:

Approved by consent — see Agenda Item 2.0.

10.12
Out-of-State Travel, President:

Approved by consent — see Agenda Item 2.0.

10.13
Association of Community College
Trustees, FY 2016 Membership:

Approved by consent — see Agenda Item 2.0.

10.14
League for Innovation,
2016 Membership:

Approved by consent — see Agenda Item 2.0

10.15
Closed Session:
10.16
Other Possible Action Subsequent
to Discussion in Closed Session:

Chair Martinucci announced that Agenda Item 10.15 Closed Session, and Agenda Item 10.16, Other Possible Action Subsequent to Discussion in Closed Session, would be taken up following 12.0, President's Report.

11.0
Correspondence:

There was none.

12.0
President's Report:

12.1
Campus Update:

Dr. Grove reported on the following campus updates:

- League for Innovation — 2015 Roueche Excellence Award
Nominees: Dr. Magda Banda, Director of Institutional Research (staff); and Mr. Michael Nedza, Instructor – Speech and Theatre Arts (faculty)
- Morton High School Special Need Students and personnel visited Morton College March 17 to learn about transitioning into Morton College, organized and led by Marie Ferro, MC Disability Specialist — this first-time event was well received and will be planned again next year
- Junior Achievement held its 4th Annual "Learners to Leaders Financial Literacy Event" at Morton College March 18, 2015
- Automotive Technology Instructor Don Sykora hosted the Illinois College Automotive Instructor's Association 79th Spring Conference on March 19 and 20 at which one of his student's, Couviere Camargo, was the recipient of the Association's scholarship
- Open House – Recruitment, April 1: 17 College departments assisted and 145 prospective and current students attended
- Baseball Team — Forrest "Woody" Miller, a college baseball umpire, reported that our team and coaches were respectful, courteous, and kind, and represented our College professionally at a recent tournament
- The Center for Digital Education – a national award that recognizes those community colleges that have made great strides in the area of information technology; this year Morton College submitted and was awarded 8th place in the small college category (up to 5,000 students); presentation was made at the American Association of Community Colleges (AACC) annual national conference April 19; congratulations and thanks were extended to the entire IT Department
- New Building Construction Update — new start date Monday, April 27, 2015

12.2
Informational Items/Articles:

Dr. Grove reported on the following informational pieces included in the Board Packet:

- Communication from Tom Choice, President of the Illinois Council of Community College Presidents — supports the ICCTA Board of Representatives vote for community colleges offering certain baccalaureate degrees
- ICCB Fiscal Year 2015 Spring Enrollment Report noted that across Illinois headcount and full-time equivalent (FTE) are down from last year; however, Morton College is down slightly in headcount and up in FTE
- AACC "Newsletter" of April 7, 2015
- ACCT "Trustee Talk", Issue 8

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

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

10.15
Closed Session:
(o.p.) Trustee Belcaster moved to approve a recess to Closed Session to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of Morton College pursuant to Chapter 5 of the *Illinois Compiled Statutes* Section 120/2 (c) (1). Trustee Cundari seconded the motion.

All were in favor. (voice vote) Absent: None. Motion carried.

Recess: The Board recessed to the Office of the President for Closed Session at 5:59 p.m.

Reconvening: The Regular Meeting was reconvened at 7:18 p.m. by Chair Martinucci. Upon roll call, the following were found present: Trustees Aguilar, Banks, Belcaster, Collazo, Cundari, Martinucci, and, Reitz and Advisory-Voting Student Member Murillo. Absent: Trustee Reitz.

10.16
Action Subsequent to Discussion
in Closed Session: Chair Martinucci announced that this Item was being withdrawn.

13.0
Board Member Comments: Trustee Reitz wished former Student Trustee Omar Ruiz much success which was echoed by the entire Board. The Board also wished their very best to Jim Young upon his retirement.

14.0
Adjournment: Trustee Martinucci moved to adjourn the Regular Meeting of the Board. Trustee Cundari seconded the motion.

All were in favor. (voice vote) Absent: None. Motion carried.

The meeting was adjourned at 7:20 p.m.

/s/ Anthony R. Martinucci, Board Chair

/s/ Susan L. Banks, Board Secretary