



MORTON COLLEGE

COMMUNITY COLLEGE DISTRICT NO.

527 COOK COUNTY, ILLINOIS

Minutes for the Regular Board Meeting

Wednesday, December 19, 2018

A Regular Meeting of the Board of Trustees of Morton College was held Wednesday, December 19, 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 11:06 AM on Wednesday, December 19, 2018, in the Morton College Board Room (221-B).

2. **Roll Call**

Present:

Frank J. Aguilar, Chair
Susan L. Banks, Trustee
Joseph J. Belcaster, Trustee
Jose A. Collazo, Secretary
Anthony Martinucci, Vice Chair
Frances Reitz, Trustee
Jesus Javier Ruan, Advisory Student Member

Absent:

Melissa Cundari, Trustee

Also Present:

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

Chair Aguilar made note that item 11.7.1 will be removed from the agenda.

3. **Citizen Comments**

Tony Johnson, Cook County College Teachers Union, thanked the Board for removing item 11.7.1, and stated that this issue should be discussed further.

4. **Recognition**

4. 1. SHPE National Conference - November 7-11, 2018

The President of SHPE read a letter to the Board and President Fields regarding their trip to the National Conference. SHPE stated that they appreciated the opportunity to attend, as it allowed interaction with other students.

4. 2. ASGA Training Conference - November 17, 2018

SGA thanked that Board for the opportunity to attend the training conference. SGA also spoke about their future goals, including volunteering in the community.

4. 3. CAB 2018 Creative Marketing Award

CAB President, Mara, spoke about the marketing award they received for the Lip Sync event and Purple Ribbon Project.

4. 4. Baltazar Duran, All American Soccer Team

Mr. Duran could not attend the meeting, however, Mr. Jacklin, Athletic Director, gave the Board a summary of his accomplishments.

5. Correspondence

None

6. Reports

6. 1. ICCTA/ACCT

Chair Aguilar stated that he is looking forward to attending the Legislative Summit in February. In addition, he had a visit with 4 Legislative Representatives regarding the growth of the Nursing Program.

6. 2. Student Member- Jesus Javier Ruan

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

6. 3. Community Facilities Usage Report-Information Only

6. 4. Out of State Travel Report-Information Only

6. 5. BKD Audit Report

Scott Termine and Kim Marshall from BKD gave the summary of the Audit to the Board.

7. President's Report

7. 1. Strategic Plan

Dr. Derek Shouba gave an update to the Board on our Dual Enrollment/Dual Credit Program. He also explained the advantages of the Dual Credit Program. This subject matter is a part of Strategic Goal #4.

7. 2. Strategic Enrollment Plan

Marisol Velasquez, Dean of Student Services, spoke about the focus on transfer programs and articulation agreements with other colleges/universities.

The goal is to provide a seamless transition to a 4-year institution. We currently have approximately 15 articulation agreements, but UIC is the most chosen.

We provide assistance with transfer programming by: scheduling campus visits, articulation

workshops, and we host admission days on campus.

7. 3. Higher Learning Commission (HLC)

Dr. Fields stated that our last Focus visit was in January of 2018. Since then, we have created an Audit Committee to review all contracts/agreements. We agreed on 5 actions that we need to review with Legal before implementing. The RFP process will be done at least every 3 years.

7. 4. Finance Review

Mireya Perez, CFO/Treasurer, gave a financial review of the funds.

7. 5. Fitness Center

Mr. Jacklin, Athletic Director, gave update on the fitness center. Construction has begun, and picture were shown to the Board.

7. 6. Capital Needs Funding Strategy

Dr. Fields reviewed a Funding Strategy with the Board. He is proposing to payoff \$2.9 million in debt to get access to \$8.9 million.

We need this cash flow to update the buildings. The stairwells are a safety hazard, the bathrooms need updating, replacement of walkways (uneven concrete), theater needs updating, and the pedestrian elevators needs updates.

8. Consent Agenda

Trustee Belcaster moved to approve the consent agenda items 8.1 through 8.13, as listed below. Trustee Martinucci seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

Nays: None. Absent: Trustee 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 November 28, 2018

8. 3. Approval and Ratification of Accounts Payable and Payroll \$2,634,925 and Budget Transfers \$54,427 for the month of November 2018, as submitted

8. 4. Approval of the Monthly Budget Report-for fiscal year to date ending in November 2018 be received and filed for Audit

8. 5. Approval of the Treasurer's Report - November 2018 be received and filed for Audit

8. 6. Approval of the following Facility Use Permits
 8. 6. 1. Toastmasters, January 12, 2019, Theatre/Cafeteria/Classroom
 8. 6. 2. Berwyn Park District, February 3-March 31, 2019/April 14, 2019, Gymnasium
8. 7. Approval of the Institutional Membership in the Illinois Community College Trustees Association for FY19 at a cost of \$5,570.00 (2nd payment), as submitted
8. 8. Approval of the Out of State Travel for the Campus Activities Board to attend the APCA Conference in Orlando, FL, February 20-24, 2019 as submitted
8. 9. Approval of the IT Managed Services Agreement with SWC Technology at the cost of \$19,700 per month as needed, effective July 1, 2018 , as submitted
8. 10. Approval of the athletic out of state travel, as submitted
 8. 10. 1. Baseball, February 16-17, 2019, Cottleville, MO
 8. 10. 2. Baseball, March 16-21, 2019, Tucson, AZ
 8. 10. 3. Baseball, March 26, 2019, Wauwatosa, WI
 8. 10. 4. Baseball, April 11, 2019, Milwaukee, WI
 8. 10. 5. Baseball, May 25-June 1, 2019, Enid, OK
 8. 10. 6. Softball, May 22-25, 2019, Clinton, MS
8. 11. Approval of the 1 year, institutional membership with the National Alliance for Concurrent Enrollment Partnerships (NACEP) in the amount of \$560.00, as submitted
8. 12. Approval of the Agreement between Comevo and Morton College for Student Services, as submitted
8. 13. Approval of the Agreement between District 201 J. Sterling Morton High School and Morton College for the Nursing Program, as submitted

9. Old Business Action Items

None

10. New Business Action Items

10. 1. First Reading of Board Policies 3.11, 3.12, and Section 4-7, for approval at the January 23, 2019 Board Meeting. No questions/comments.

10. 2. Trustee Martinucci made a motion to approve the Board Policies Section 2-3 (not including 3.11 and 3.12), as presented at the November 28, 2018 Board Meeting.

Advisory Vote-Student Member Ruan: Aye

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

Nays: None. Absent: Trustee Cundari. Motion Carried.

10.3 Trustee Martinucci made a motion to approve Approval of the revised Board Policy 1.4.1 and 1.4.3, for as presented at the November 28, 2018 Board Meeting. Trustee Collazo seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

10.4 Trustee Martinucci made a motion to approve the payment in the amount of \$85,825.00 to MK Education for classes provided during the fall 2018 semester, as submitted. Trustee Collazo seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

10.5 Trustee Martinucci made a motion to accept the comprehensive Annual Financial Report for Fiscal Year 2018, and the accompanying communication prepared by BKD, LLP Auditors. Trustee Belcaster seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

10.6 Trustee Belcaster made a motion to the Intergovernmental Agreement between Berwyn Park District and Morton College regarding facilities and property use, as submitted. Trustee Belcaster seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

10.7 Trustee Belcaster made a motion to approve the resolution authorizing the 2018 Tax Levy and certifying compliance with the Truth in Taxation Act, as submitted. Trustee Collazo seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

10.8 Trustee Martinucci made a motion to approve the Changes to Curriculum, as submitted. Trustee Belcaster seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

10.9. Trustee Martinucci made a motion to approve the Follett Funds in the amount of \$95,000 to be disbursed to the Morton College Foundation and distributed as scholarships, as submitted. Trustee Belcaster seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

Nays: None. Absent: Trustee Cundari. Motion Carried.

11. Personnel Action Items

11. 1. Trustee Belcaster made a motion to approve the creation of a new, Full-Time Faculty (Union) Position for Adult Ed-ESL, as submitted. Trustee Martinucci seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

Nays: None. Absent: Trustee Cundari. Motion Carried.

11. 2. Trustee Martinucci made a motion to approve the creation of a new, Part-Time Classified (Non-Union) Position of Service Aide-Children Activities Leader, as submitted. Trustee Belcaster seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

Nays: None. Absent: Trustee Cundari. Motion Carried

11. 3 Trustee Martinucci made a motion to approve the Morton College job descriptions, as submitted. Trustee Collazo seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

Nays: None. Absent: Trustee Cundari. Motion Carried

11. 4. The following Human Resource Reports was submitted for information only:

11.4.1 Part-Time Employment Report-Information Only

11.4.1.1. Hector James, PT Campus Police Officer

11.4.2 Resignation Report, Information Only

11.4.2.1. Amelia Zimet Circulation Librarian

11.4.2.2. David Hovorka, Math Faculty

11. 5 Trustee Martinucci made a motion to approve the Retirement Report, as submitted. Trustee Belcaster seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

Nays: None. Absent: Trustee Cundari. Motion Carried

11. 6 Trustee Martinucci made a motion to approve the Full-Time Employment Report, as submitted. Trustee Belcaster seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

11. 7 Approval of the Termination Report, as submitted. This item was removed from the agenda by Chair Aguilar prior to the start of the meeting.

11. 8 Trustee Martinucci made a motion to approve an Employment Agreement with Michael Brown for the position of Associate Dean of Student Services/Registrar, at the rate of \$75,000, Effective January 7, 2019 through June 30, 2019. Trustee Belcaster seconded the motion.

Advisory Vote-Student Member Ruan: Aye

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

12. Board Member Comments

Chair Aguilar asked for a moment of silence for the fallen officer.

Trustee Reitz asked, what is the name of the Committee that is auditing the contracts? Dr. Fields stated, the Vendor Audit Committee.

Trustee Reitz requested that we move the meeting to evenings as it is difficult to leave her day job to attend our Board Meetings. Trustee Reitz also asked for a Financial Review meeting for the Board. She suggested that we could complete this review before or after a Board Meeting.

13. Adjournment

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

Advisory Vote-Student Member Ruan: Aye

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

Nays: None. Absent: Trustee Cundari. Motion Carried.

This meeting was adjourned at 12:15 PM

The next Regular Board Meeting will be on Wednesday, January 23, 2019 at 11am.

/s/ Frank J. Aguilar,
Board Chair

/s/ Jose Collazo
Board Secretary