



# MORTON COLLEGE

COMMUNITY COLLEGE DISTRICT NO.

527 COOK COUNTY, ILLINOIS

Minutes for the Regular Board Meeting

Wednesday, September 26, 2018

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A Regular Meeting of the Board of Trustees of Morton College was held Wednesday, September 26, 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 11:00 AM on Wednesday, September 26, 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  
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

There were none

### 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

## **7. President's Report**

### 7. 1. Fitness Center

Marisol Velazquez, Dean of Student Services, William Jacklin, Athletics Director, and Blanca Jara, Director of Public Relations & Community Outreach gave a presentation regarding renovating the second floor of Building E into a state of the art fitness center. This fitness center would be at no cost to the 527 District. This new center will be approximately 4,100 square feet with 12-foot ceilings. Morton College branding will be prominent throughout the center. The goal is to open during the spring semester, and requisitions will be presented to the Board for approval during the October meeting.

### 7. 2. Community College Survey of Student Engagement (CCSSE)

Derek Shouba, Dean of Students, spoke about CCSSE. This survey reports how students perceive assessment at Morton College. Mr. Shouba reviewed the results with the Board, and noted that the results will be reviewed with various groups throughout the College.

### 7. 3. Strategic Plan

Laurie Cashman, Associate Dean of Arts and Sciences, reviewed Student Success with Development Educations. Ms. Cashman reported that Adult Education will begin assisting students to get up to speed with English and Math at no charge to the student. This will benefit the students as some students run out of financial aid before they are able to test into their core classes.

### 7. 4. Strategic Enrollment Plan

Marisol Velazquez gave the following reports:

We are currently down 1% to last year as of the 1th day of school. However, as of September 25, we are up 12%; the enrollment numbers are not final until the end of the semester.

### 7. 5. Higher Learning Commission (HLC)

Dr. Fields has met with our HLC Liaison, Dr. Linnea Stenson, to talk about steps to prevent the College of a sanction. Dr. Stenson will attend the Special Board Meeting on October 11<sup>th</sup> at 11 AM to present to the Board "The Importance of Accreditation to an Institution."

Dr. Fields will also provide the HLC with an update as to where we stand before the November 1<sup>st</sup> Meeting. The following items will be included: approved Membership with the Association of Governing Boards, development of the Vender-Audit committee, review of the Board Polices, Trustee attendance at State and National Conferences, Board Chair invited to represent the ICCTA for our region, and finally the October 11<sup>th</sup> presentation with Dr. Stenson.

Trustee Reitz expressed concern that the Board has not had a retreat in two years to review goals, strategic plan, and professional development. Dr. Fields sated that the last two retreats were June 7, 2017 and November 17, 2017.

#### 7. 6. Finance Review

Ms. Perez reviewed the Education Fund Balance. We ended FY18 at a \$2.6 Million surplus.

The FY19 Budget will be voted on today.

### **8. Consent Agenda**

Trustee Martinucci moved to approve the consent agenda items 8.1 through 8.15, as listed below. 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.

#### **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 either taken up 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 August 22, 2018

8. 3. Approval and Ratification of Accounts Payable and Payroll \$2,834,091 and Budget Transfers \$0 for the month of July 2018, as submitted

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

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

8. 6. Approval of the following Facility Use Permit:  
Home School PTO, September 27, 2018, Morton College Gym

8. 7. Approval of the Continued Institutional Membership with West Central Municipal Conference for FY19 in the amount of \$1,650.00, as submitted

8. 8. Approval of the Continued Nursing Membership with Accreditation Commission for Education in Nursing (ACEN) for FY19 in the amount of \$2,875.00, as submitted
8. 9. Approval of the Morton College Police Department Annual Crime Statistics and Security Report/Jeanne Cleary Act Compliance Document of 2017, as submitted
8. 10. Approval of an Affiliation Agreement between Morton College and Symbria Rehab, Inc. for clinicals related to PTA Program, as submitted
8. 11. Approval of the Affiliation Agreement and Implementation Letter between Morton College and Physical Therapy Holdings, Inc. for the PTA Program, as submitted
8. 12. Approval of the Out of State Travel for the Student Government Association to attend the ASAG Conference in Los Angeles, as submitted
8. 13. Approval of the Amendment to the Agreement between Morton College and Parchment Inc., as submitted
8. 14. Approval of the Out of State Travel for the Society of Hispanic Professional Engineers (SHPE) to attend the 2018 SHPE National Conference in Cleveland, OH, as submitted
8. 15. Approval of the continued institutional membership in the American Association of Community Colleges for a total fee of \$6,275.00, which includes participation for the President in the Presidents' Academy for the Calendar Year 2019, as submitted

## **9. Old Business Action Items**

Trustee Martinucci moved to approve the lease purchase for a 2019 Ford E-350 15 passenger van from StarCraft Bus Sales. 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. New Business Action Items**

10. 1. Trustee Martinucci made a motion to approve the Resolution adopting the Annual Budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019 of the Illinois Community College District Number 527, 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. 2. Trustee Martinucci made a motion to approve the agreement between Morton College and Northern Equipment and Training, LLC for Forklift Training, 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.

10.3 Trustee Martinucci made a motion to approve and ratify the termination of the contract between Morton College and Res Publica, Effective October 31, 2018, 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.

10.4 Introduction and discussion of a new Board Policy, Communications with the Board by Vendors through the President.  
Trustee Banks asked for examples of the vendors. Dr. Fields explained this policy applies to all vendors.

## **11. Personnel Action Items**

11. 1. The following Human Resource Reports was submitted for information only:
- 11.1.1 Resignation Report-Information Only
  - 11.1.2 Part-Time Employment Report-Information Only

11. 2. Trustee Martinucci made a motion to approve a new Part-Time, Classified Non-Union Position of Nursing Lab Support Assistant, 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. 3 Trustee Martinucci moved to approve a new Part-Time, Classified Non-Union Position of Student Helper-General, 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. 4. Trustee Martinucci made a motion to approve a new Full-Time, Classified Union position of Data Support Specialist, 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. 5 Trustee Martinucci made a motion to approve the Transfer Report, 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. 6 Trustee Martinucci made a motion to approve the Full-Time Employment Report, 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.

Ron Lullo, HR Director introduced the new employees.

11. 7. Trustee Martinucci made a motion to approve the Lay-Off Report, 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. 8. Trustee Martinucci made a motion to approve the Full-Time Termination Report, 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. 9. Trustee Martinucci made a motion to approve the Full-Time Retirement Report, 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. 10. Trustee Martinucci made a motion to approve the Adjunct Faculty Assignment/Employment Report for Fall Semester 2018 in the amount of \$817,765.29 as submitted, pending class cancelations and/or additions. 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. 11. Trustee Martinucci made a motion to approve the compensation report for Adjunct Faculty Members teaching English 101, 102, 086, 088, 071, 076, 151 and 152 for Summer Semester 2018 in the amount of \$2,908.68, 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. 12. Trustee Martinucci made a motion to approve Overload Report for Fall Semester 2018 in the amount of \$335,180.35 as submitted, pending additional class cancelations and/or additions. 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. 13. Trustee Martinucci made a motion to approve the Personal Service Agreement with Part-Time/Temporary Athletic Coach, Isis Mance, for the position of Assistant Women's Basketball Coach at the rate of \$2,470.94 effective September 27 through June 30, 2019, 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. 14. Trustee Martinucci made a motion to approve the updated Job Descriptions to reflect the reorganization that was approved at the August 22, 2018 Board Meeting, 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. 15. Trustee Martinucci made a motion to approve the updated Part-Time Job Descriptions, 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. 16. Trustee Martinucci made a motion to approve elimination of the Web Content Developer position, 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.

## **12. Board Member Comments**

Student Trustee Ruan stated that he is looking forward to the new fitness center.

Trustee Reitz stated that she is concerned about the proposed New Vendor Communication Policy. Trustee Reitz feels it is necessary to communicate with the law firm to ask questions in order to make sound decisions for the College. Trustee Reitz also feels this policy with not allow price negotiations with Vendors.

## **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 12:24 PM

The Special Board Meeting will be on Thursday, October 11, 2018 at 11am.

The Regular Board Meeting will be on Wednesday, October 17, 2018 at 11am.

/s/ Frank J. Aguilar,  
Board Chair

/s/ Jose Collazo  
Board Secretary